



DREXEL UNIVERSITY
COLLEGE OF MEDICINE

Drexel University College of Medicine

Proofpoint Anti-SPAM

User-Managed Features



DREXEL UNIVERSITY COLLEGE OF MEDICINE

- Email is filtered
 - Scanned for viruses and scored for likelihood of SPAM
 - Messages are delivered, quarantined or blocked
 - System sends users a daily quarantine report (End User Digest)
- User actions
 - Access & view quarantined messages (End User Digest)
 - Whitelist / Blacklist email addresses
 - Customize user preferred settings



DREXEL UNIVERSITY COLLEGE OF MEDICINE

Accessing Proofpoint SPAM filter

- End User Digest
 - Access to your quarantined email
 - Delivered daily if messages are flagged as spam

proofpoint... End User Digest: 5 New Messages Mon 6/21/2010 7:08 AM 24 KB Inbox

Date: Yesterday
Date: Last Week
Date: Two Weeks Ago
Date: Three Weeks Ago
Date: Last Month

End User Digest: 5 New Messages
proofpoint-pps@drexelmed.edu
sent: Mon 6/21/2010 7:07 AM
To: DiPietro, Joseph T

DREXEL UNIVERSITY COLLEGE OF MEDICINE End User Digest: 5 New Messages
For Joseph DiPietro (Joseph.DiPietro@DrexelMed.edu)

The emails listed below have been placed in your personal Quarantine since you received your last End User Digest. They will be deleted after 14 days. To deliver an email to your inbox, click on Release. To deliver an email to your inbox and add the email sender to your Safe Senders List, click on Safelist. This ensures that no emails from that sender will be blocked in the future. To report messages that are not spam but are reported in the digest, click on Not Spam.

[Request New End User Digest](#) [Request Safe/Blocked Senders List](#) [Manage My Account](#) [Help](#) [Problems? Call 215-762-1999](#)

Quarantine				Score	From	Subject
View	Release	Safelist	Not Spam	100	oemsost16@yahoo.com	RE: Best OEM SOFTWARE
View	Release	Safelist	Not Spam	100	discountsoft10@yahoo.com	Buy Windows 7 and office Buy now Photoshop 69\$ Windows 7 80\$
View	Release	Safelist	Not Spam	100	good5casin@googlemail.com	Best Casino_Welcome_USA Player II
View	Release	Safelist	Not Spam	100	jonkang@tequila-forums.com	Privat Message 0309365
View	Release	Safelist	Not Spam	100	daybed@pnewman.net	7306381 Message

All folders are up to date.



DREXEL UNIVERSITY COLLEGE OF MEDICINE

End User Digest Spam Quarantine Summary

- Messages expire after 14 days
- **RELEASE** delivers misclassified email
- **Safelist** adds to Safe Senders & delivers
- **Not Spam** reports false positives, does not deliver to Inbox
- Click 'Manage My Account' to open & view email
 - TIP: The view link works, but only after clicking the 'Manage My Account' link

DREXEL UNIVERSITY COLLEGE OF MEDICINE End User Digest: 5 New Messages
For Joseph DiPietro (Joseph.DiPietro@DrexelMed.edu)

The emails listed below have been placed in your personal Quarantine since you received your last End User Digest. They will be deleted after 14 days. To deliver an email to your inbox, click on Release. To deliver an email to your inbox and add the email sender to your Safe Senders List, click on Safelist. This ensures that no emails from that sender will be blocked in the future. To report messages that are not spam but are reported in the digest, click on Not Spam.

[Request New End User Digest](#) [Request Safe/Blocked Senders List](#) [Manage My Account](#) [Help](#) [Problems? Call 215-762-1999](#)

Quarantine				Score	From	Subject
View	Release	Safelist	Not Spam	100	oemsoft16@yahoo.com	RE: Best OEM SOFTWARE Buy Windows 7 and office
View	Release	Safelist	Not Spam	100	discountsoft10@yahoo.com	Buy now Photoshop 69\$ Windows 7 80\$
View	Release	Safelist	Not Spam	100	good5casin@googlemail.com	Best Casino_Welcome_USA Player !!
View	Release	Safelist	Not Spam	100	jonkang@tequila-forums.com	Privat Message 0309365
View	Release	Safelist	Not Spam	100	daybed@pnewman.net	7306381 Message

For more information, contact your System Administrator.

Powered by Proofpoint Protection Server



DREXEL UNIVERSITY COLLEGE OF MEDICINE

End User Digest Spam Quarantine Summary

- **Request New Digest**
 - Delivers via email an updated digest of the full quarantine list
- **Request Safe-Sender List**
 - Delivers via email you personal list of Safe Senders & Blocked Senders
- **Manage My Account**
 - To View & open Email
 - Make changes to your Digest from a single web page
 - TIP: The View link works, but only after clicking the “Manage My Account” link

DREXEL UNIVERSITY COLLEGE OF MEDICINE End User Digest: 5 New Messages
For Joseph DiPietro (Joseph.DiPietro@DrexelMed.edu)

The emails listed below have been placed in your personal Quarantine since you received your last End User Digest. They will be deleted after 14 days. To deliver an email to your inbox, click on Release. To deliver an email to your inbox and add the email sender to your Safe Senders List, click on Safelist. This ensures that no emails from that sender will be blocked in the future. To report messages that are not spam but are reported in the digest, click on Not Spam.

[Request New End User Digest](#) [Request Safe/Blocked Senders List](#) [Manage My Account](#) [Help](#) [Problems? Call 215-762-1999](#)

Quarantine				Score	From	Subject
View	Release	Safelist	Not Spam	100	oemsoft16@yahoo.com	RE: Best OEM SOFTWARE Buy Windows 7 and office
View	Release	Safelist	Not Spam	100	discountsoft10@yahoo.com	Buy now Photoshop 69\$ Windows 7 80\$
View	Release	Safelist	Not Spam	100	good5casin@googlemail.com	Best Casino_Welcome_USA Player !!
View	Release	Safelist	Not Spam	100	jonkang@tequila-forums.com	Privat Message 0309365
View	Release	Safelist	Not Spam	100	daybed@pnewman.net	7306381 Message

For more information contact your System Administrator.

Powered by Proofpoint Protection Server



DREXEL UNIVERSITY COLLEGE OF MEDICINE

Manage My Account Options

Manage My Accounts tab

- Quarantine: View full log; take 'bulk' actions
- **Lists:** Add & delete Safe Senders and Blocked Senders e-mail addresses
- **Profile:** Change your personal settings:
 - Select whether or not to receive a daily Digest

Powered by Proofpoint Protection Server

	Score	From	Subject	Date	Size
<input type="checkbox"/>	100	softwareoem10@yahoo.com	Best Price New SoftWare Windows 7 and Office!!	2010-06-21 07:56:53	1 KB
<input type="checkbox"/>	100	daybed@pnewman.net	7306381 Message	2010-06-20 07:12:03	102 KB
<input type="checkbox"/>	100	jonkang@tequila-forums.com	Privat Message 0309365	2010-06-19 12:06:24	102 KB
<input type="checkbox"/>	100	good5casin@googlemail.com	Best Casino_Welcome_USA Player !!	2010-06-19 08:31:07	1 KB
<input type="checkbox"/>	100	discountsoft10@yahoo.com	Buy now Photoshop 69\$ Windows 7 80\$	2010-06-18 20:11:15	1 KB
<input type="checkbox"/>	100	oemsost16@yahoo.com	RE: Best OEM SOFTWARE Buy Windows 7 and office	2010-06-18 09:47:51	1 KB
<input type="checkbox"/>	99	suz0123893616943@yahoo.example.c	MULTIPLY YOUR CUSTOMER BASE!	2010-06-15 15:34:50	4 KB
<input type="checkbox"/>	99	suz0123893616943@yahoo.example.c	MULTIPLY YOUR CUSTOMER BASE!	2010-06-15 15:33:46	4 KB
<input type="checkbox"/>	100	oemsoftwareb8@yahoo.com	Buy new Software MAC and WINDOWS!!!	2010-06-15 08:36:42	1 KB

Done Internet 100%

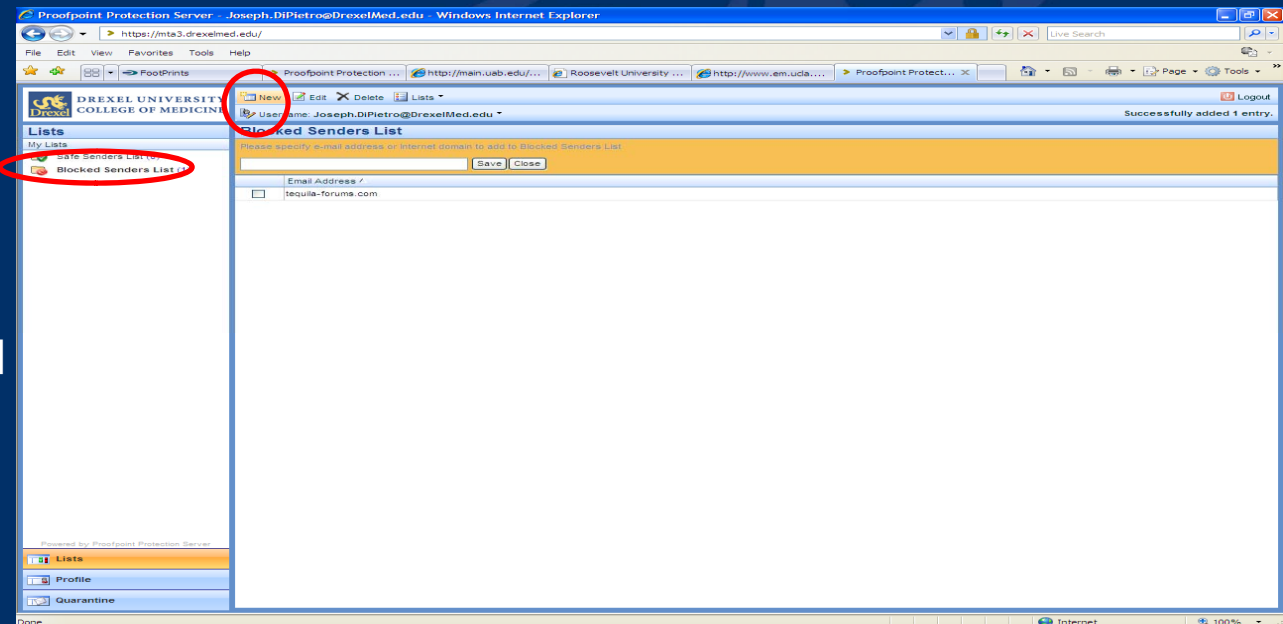


DREXEL UNIVERSITY COLLEGE OF MEDICINE

Manage My Account: LISTS

Changing your Safe and Blocked Senders:

- Click **Lists** tab
- Click **Safe** or **Blocked Senders List**
- Click **New, Edit** or **Delete**



Enter a specific address or internet domain. Not case sensitive

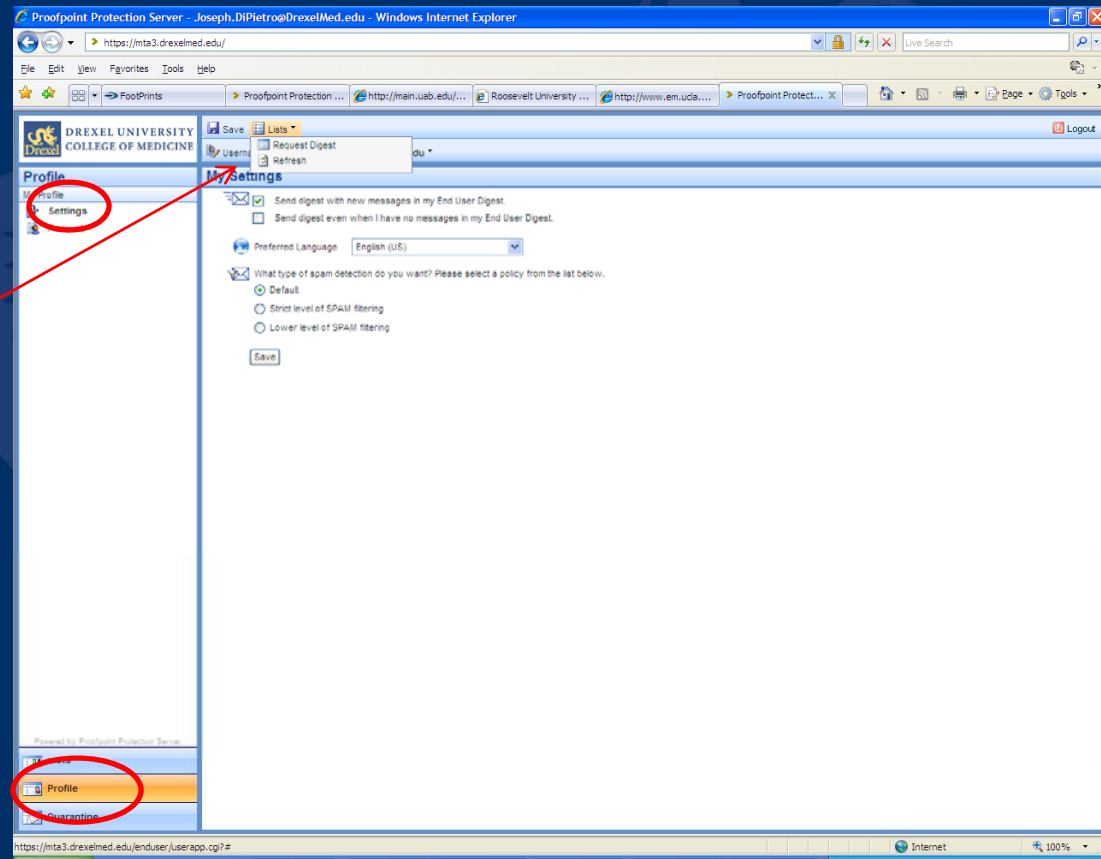


DREXEL UNIVERSITY COLLEGE OF MEDICINE

Manage My Account: Profile

Customize your Profile Settings:

- Turn off delivery of Daily Digest
 - Hint: click Request Digest anytime
- Select an alternate Spam policy:
 - Customizable/
departmental



Don't forget to click SAVE



DREXEL UNIVERSITY COLLEGE OF MEDICINE

TIPS:

- Not receiving a **Daily Digest** or **Released** email?
 - Check your **Junk Mail** folder
 - Add your End User Digest to Safe Senders list
- Click “**Manage My Account**” link *before* clicking “View”
- Quarantined email resides 14 days
 - After 14 days, automatically deleted
- Report an inappropriate message that may have slipped through
 - Send the message as an attachment to spam@drexelmed.edu
- Think you’re missing a message?
 - Call Technical Services – 215-762-1999



DREXEL UNIVERSITY
COLLEGE OF MEDICINE

For More Information, Contact:

Drexel University College of Medicine, CoM-IT:

- Technical Support Desk: 215-762-1999
- dmsupport@drexelmed.edu
- <http://www.drexelmed.edu/help>