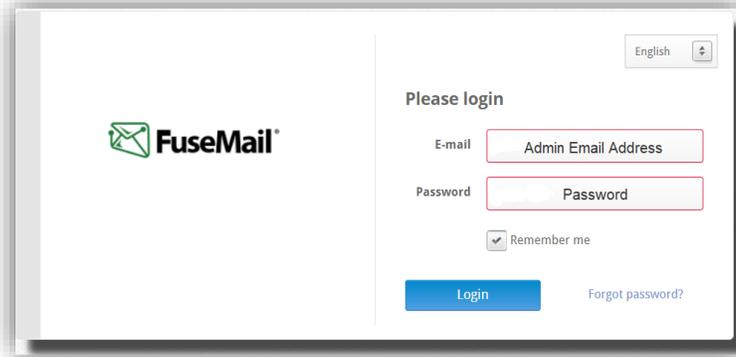
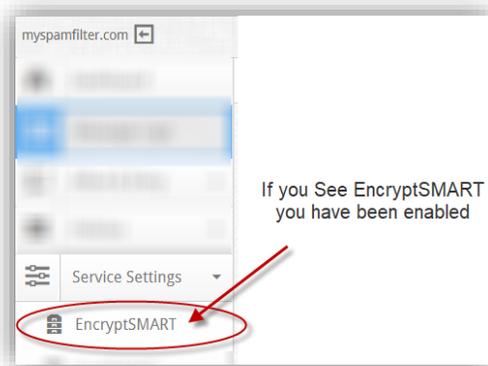
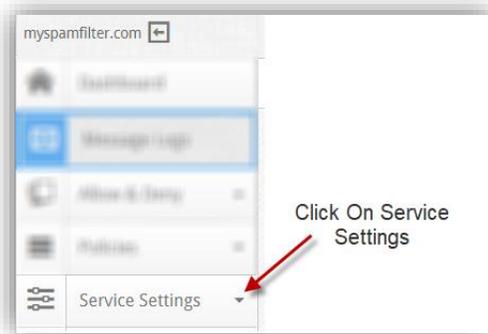


Adding & Configuring FuseMail EncryptSMART

1. Login to your FuseMail Account using your administrator credentials

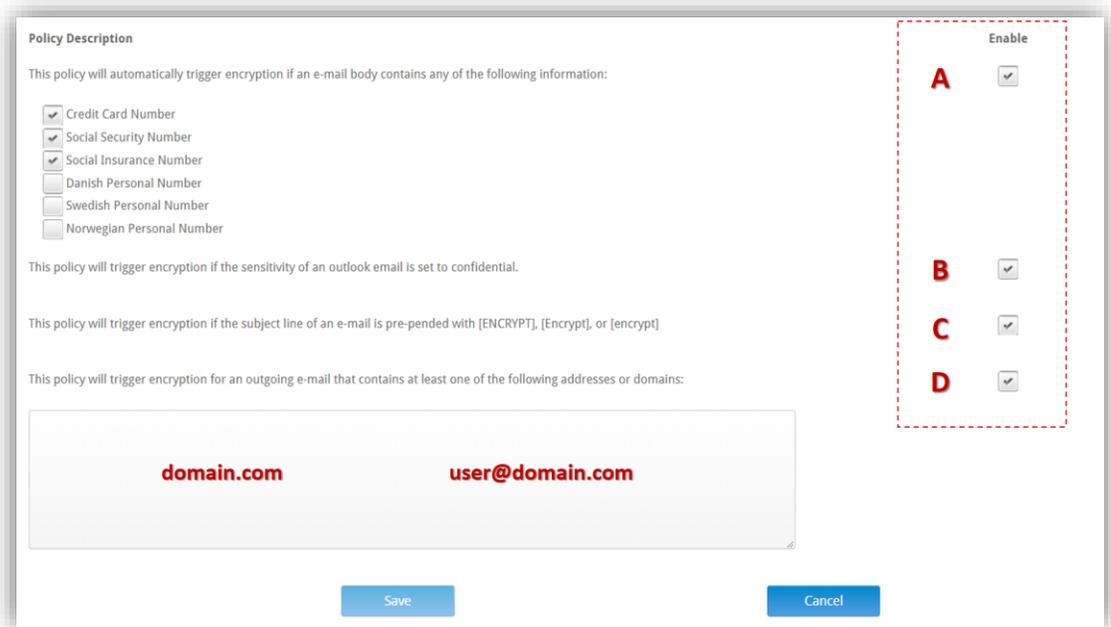


2. Confirm EncryptSMART has been enabled



NOTE: If you do not see EncryptSMART listed please contact your FuseMail provider

3. Configure your Account – EXPRESS SETUP



Policy Description

This policy will automatically trigger encryption if an e-mail body contains any of the following information:

- Credit Card Number
- Social Security Number
- Social Insurance Number
- Danish Personal Number
- Swedish Personal Number
- Norwegian Personal Number

This policy will trigger encryption if the sensitivity of an outlook email is set to confidential.

This policy will trigger encryption if the subject line of an e-mail is pre-pended with [ENCRYPT], [Encrypt], or [encrypt]

This policy will trigger encryption for an outgoing e-mail that contains at least one of the following addresses or domains:

domain.com **user@domain.com**

Enable

A

B

C

D

- A. By enabling the first policy, you will have the option to configure multiple options to automatically trigger encryption if an email body contains any of the following information.

- Credit Card Number (Visa, MasterCard, Discover, AMEX, etc.)
- Social Security Number
- Social Insurance Number
- Danish Personal Number
- Swedish Personal Number
- Norwegian Personal Number

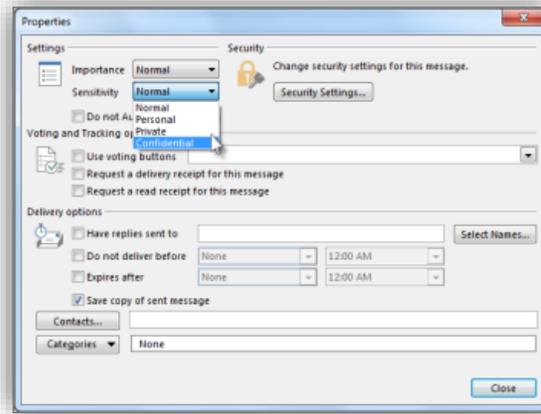
- B. The next policy available will trigger encryption if the sensitivity of an Outlook email is set to confidential.

EXAMPLE: Mark your email as Normal, Personal, Private, or Confidential

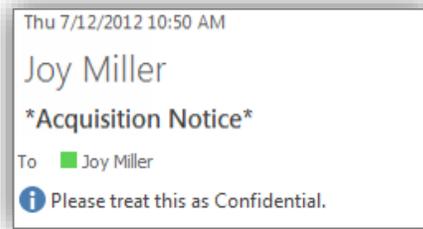
Applies To: Outlook for O365, Outlook 2016, Outlook 2013, Office for Business and more

To help restrict actions recipients can take on the messages you send, such as forwarding a confidential message, we recommend you use **Information Rights Management (IRM)** if available in your organization.

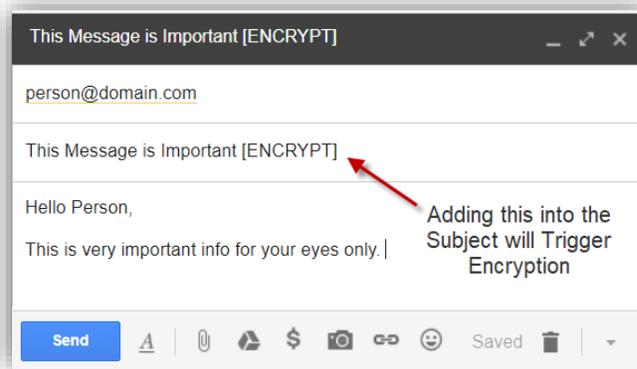
- a) From your draft email message, click **File > Properties**.
- b) Under **Settings**, in the **Sensitivity** list, choose **Normal, Personal, Private, or Confidential**.
- c) Click **Close**. When you're done composing your email, click **Send**.



If Confidential was selected, the recipient will see ‘Please treat this as Confidential’ in the InfoBar.



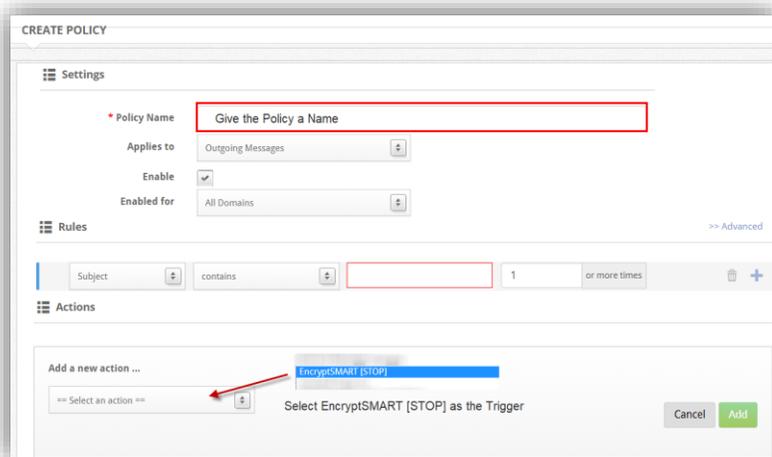
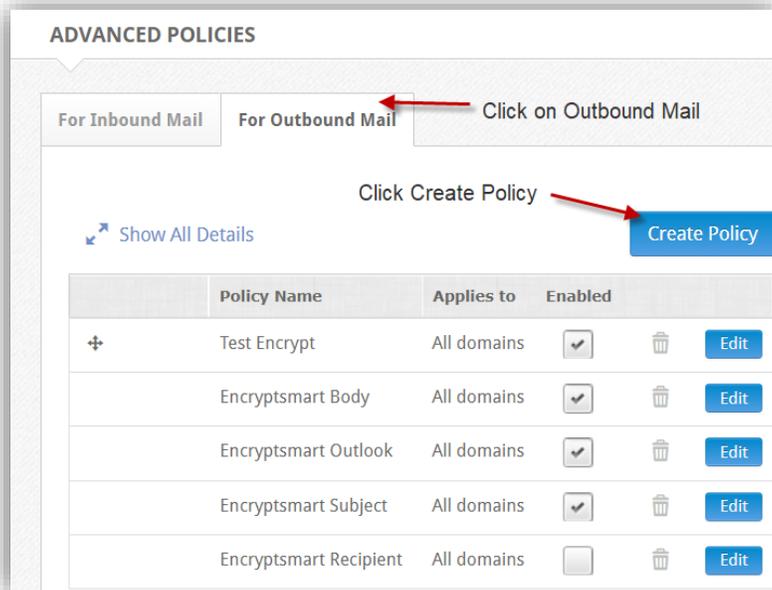
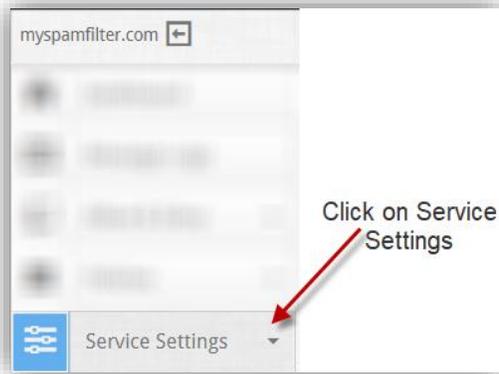
- C. Enabling the next policy will trigger encryption if the end of the subject line of an email contains either **[ENCRYPT]**, **[Encrypt]**, or **[encrypt]**.



- D. Enabling the next policy will trigger encryption for an outgoing e-mail that contains at least one of the following addresses or domains entered into the available field.

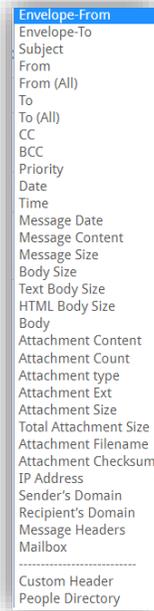


4. Configure your Account – ADVANCED SETUP

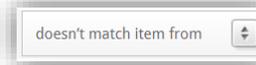
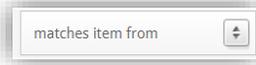


A. There are multiple ways to build advanced policies and the custom logic to automatically trigger encryption.

1. Select the content to search for:

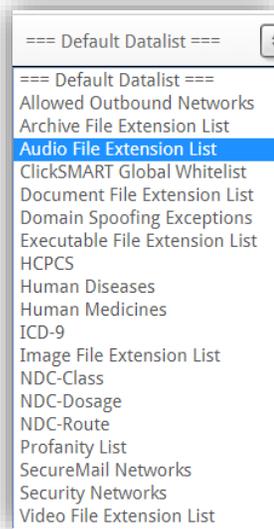


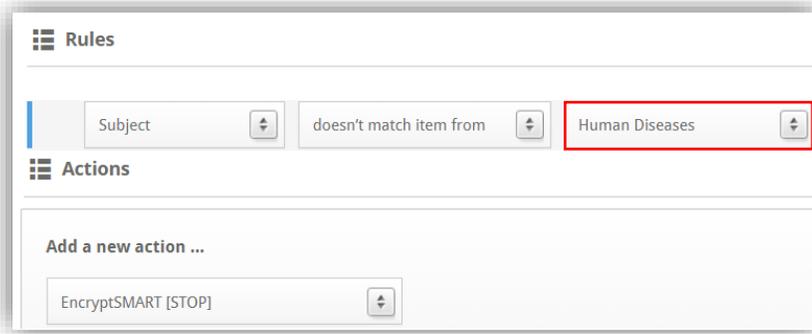
2. Select on of 2 Options:



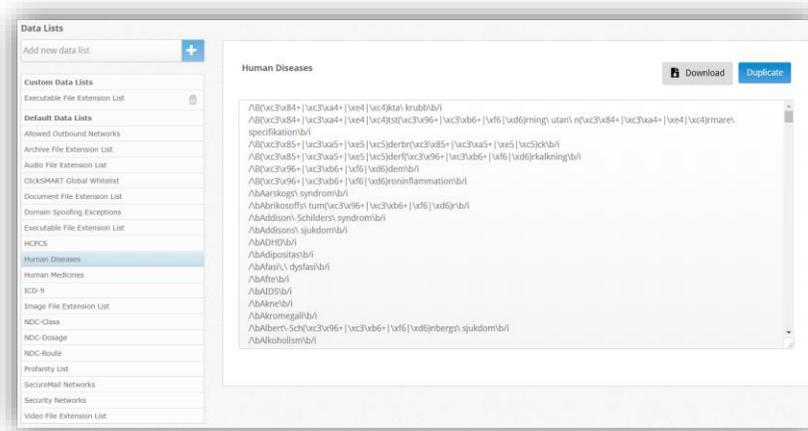
or

3. Select a Data List





This Policy Will Encrypt anything found on the Human Diseases Data list



How Data Lists Work – Brief Overview

NOTE: FuseMail allows an administrator to create custom lists of necessary.

