

Configuring Journaling for Exchange 2013/2016

This chapter explains the steps necessary to prepare for Essentials Email Archive installation and configuration. It includes the following topics:

- Journaling in Exchange 2013/2016
 - Configure Remote Journaling for Exchange 2013/2016
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Journaling in Exchange 2013/2016

Exchange 2013/2016 provide multiple methods for journaling including:

- Remote journaling
 - A copy of all mail sent or received by the entire organization or members of a defined security group to a remote SMTP address. Proofpoint provides you with the SMTP address to use for this configuration.
- Standard Journaling
 - A copy of all mail sent to received by the entire organization or members of a defined security group to a local mailbox. Proofpoint can connect to the mailbox via an IMAP connection.

While the Essentials Email Archive supports both methods, remote journaling is the preferred configuration method.

Configure Remote Journaling for Exchange 2013/2016

Create a Journaling Contact

1. In the Exchange Admin Center (EAC), navigate to **Recipients** and select **Mail contact**.
 2. Click on the "+" plus icon and select **Mail contact**.
 3. Enter appropriate values in the mail contact form.
 4. Click **Browse** and locate the required **Organization Unit**.
 5. Click **Save**.
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Configuring a Send Connector

A dedicated send connector must be created so that all Journaling traffic is sent directly to the Essentials Email Archive environment instead of getting routed through the Proofpoint Essentials gateway.

1. In the Exchange Admin Center (EAC), navigate to **mail flow** and select **send connectors**.
 2. Click the "+" to create a new connector.
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3. Enter a descriptive **Name** (and optionally, **Description**) for the connector.
4. Choose **Custom** and click **Next**.
5. Select **MX record associated with recipients domain** and click **Next**.
6. Click the "+" to specify address space.
7. Enter "SMTP" for Type.
8. Enter "*.earchive.cloud" for Fully-Qualified domain name.
9. Leave other values as their defaults.
10. Click **Save** and click **Next**.
11. Click the "+" to specify source servers for the connector.
12. Select the source server and click **Add**.

Select additional servers as necessary.

13. Click **OK** and click **Finish**.

Configure Journaling for Exchange 2013/2016

Introduction

You need to create a new user account and a mailbox to be used as the journaling mailbox. If you have separate Exchange Servers, you may need a separate user account/mailbox per storage group and/or Exchange Server.

The journal account should not have any size restrictions applied to it. In addition, no Exchange Server rules should be applied to the account, especially rules that might move or delete messages from the account or move them to another folder such as "Junk Mail".

Warning: If you attach the journal mailbox to your personal Outlook, any rules configured locally will also be applied to the journal mailbox.

Create the Journal mailbox on its own separate mailbox database. Use a mailbox database that is isolated from normal operations, avoiding impact on regular users. Make sure the database has enough capacity for at least two weeks' worth of journaled messages).

Creating a User Account and Journaling Mailbox

1. On your primary Exchange Server, open the ECP web portal: <https://localhost/ecp>
2. Login using the Exchange administrator account domain, username and password.
3. On the left panel, choose the recipients.
4. Click the mailboxes on the right panel.
5. Click the "+" and select **User Mailbox**.
6. In the popup window, click **New user**.
7. Enter the **Alias**, **First Name** and **Last Name** for this account.



8. Browse to select the **Organizational Unit** in which you want to create the account.

Note: if you leave this blank, this account will be created under the default organizational unit.

9. Enter the **User logon** name.
10. Enter and verify a password. Set the **Require password change on next logon** option in accordance with your company's policies.
11. Record the logon name and password: you will need them when you configure the IMAP connector
12. Browse to the Mailbox database in which you want to create the account.

Note: if you leave this blank, the account will be created in the default mailbox database.

13. Click **Save**.

The popup window closes and a list of mailboxes is displayed in the mailboxes list.

14. Select the mailbox you just created and click the **Edit** icon.

A popup window appears.

15. On the mailbox features tab (left panel), in the Message Delivery Restrictions section, click **View details**.
16. For "Accept message from", select **Only senders in the following list**, click + and select the mailbox created earlier
17. For "Reject message from", ensure **No senders** is selected
18. Click **OK**, then **Save**.
19. Log in to the new account using OWA to have Exchange initialize the mailbox.

Configuring Journaling

Understanding Exchange Journaling

Choose one of the following options:

- Configure your mailbox databases to point to the journaling mailbox you created earlier. Enabling journaling for individual mailbox databases requires you to configure the mailbox databases to point to the corresponding journaling mailbox.
- Enable journaling for the entire enterprise by creating a journaling rule to send messages to this journaling mailbox.

To configure journaling for individual mailbox databases:

1. In the Exchange server box, log into the ECP web portal with administrator account, <https://localhost/ecp>
2. Click **servers** in the left panel.
3. Click **databases** in the right panel.
4. Select the database which needs to turn on the Journaling and click the **Edit** icon.
5. In the popup window, click the Maintenance tab (on the left).
6. Browse to the mailbox that should receive the Journal reports, then click **OK** to close the window.



7. Click **Save**.

All journaled messages for senders in this mailbox database will now be sent to the specified mailbox. Repeat these steps for each mailbox database to be journaled.

To configure journaling for the entire enterprise:

1. In the Exchange server box, log into the ECP web portal with administrator account, <https://localhost/ecp>.
2. Click **compliance management** in the left panel.
3. Click **journal rules** in the right panel.
4. Click the “+” icon to create a new journal rule.
5. Enter the email address of the journal mailbox in the **Send journal reports to** field.
6. Enter a name for the journaling rule in the **Name** field.
7. Choose the appropriate option from the **If the message is sent to or received from** list
8. Choose the appropriate option from the **Journal the following messages** list
9. Click **Save**.

