



eW@LL™

Global e-Messaging Security

User Setup Guide for eW@LL™ MAIL Version 9  
November, 2006



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## User Setup Guide for eW@LL<sup>TM</sup> MAIL Version 9

This is a basic guide to help you configure and set up your eW@LL<sup>TM</sup> MAIL spam firewall. If you have any concerns or problems, please contact your email technical support or system administrators.

### Key Steps:

#### 1. Getting Started...

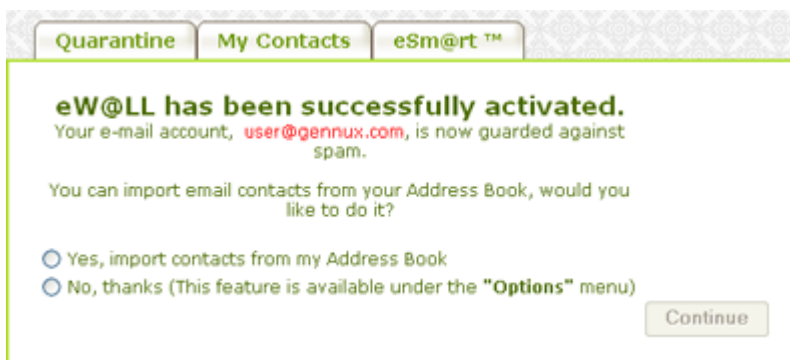


#### Step 1.1

Please login to eW@LL<sup>TM</sup> MAIL by using your FULL Email address and the password. The password is the same as your email account.

#### Step 1.2

As it is your first time to login, please click "Yes". You will return to the login screen if you click "No."



#### Step 1.3

After the activation, you can choose to import your existing email contacts from your Address Book. The imported contacts will be stored in the Approved list. If you are a Microsoft Outlook or Outlook Express user, it is highly recommended to "import" your email contacts from your Address Book.

If you choose "Yes" to Import the Address book, please go to **2. Import Address Book**.  
If you choose "No" to Import the Address book, please go to **3. Quarantine**.

## 2. Import Address Book

### Step 2.1

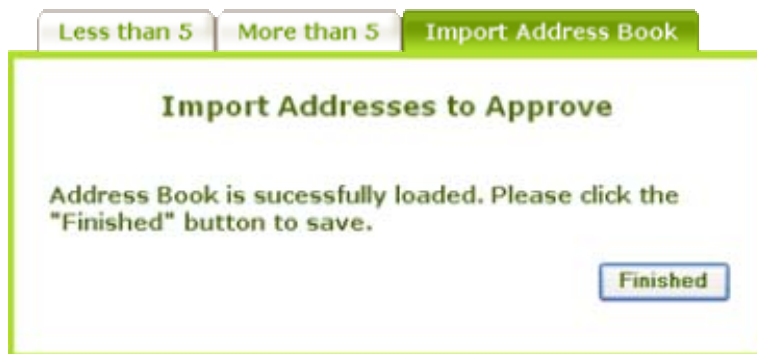
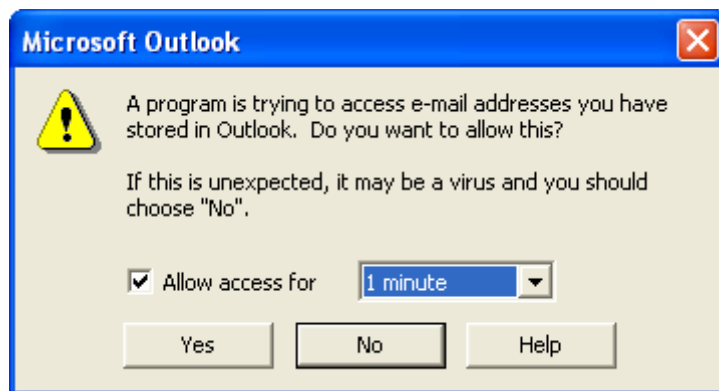
You will see this screen if you choose to import the contact from your address book. You can either choose to import your contacts from Microsoft © Outlook or Outlook Express. After you have selected one of them, please click the *"Show detailed instructions"* for reference. Then please click "Continue".



*(In this guide, we will choose Microsoft © Outlook as a sample)*

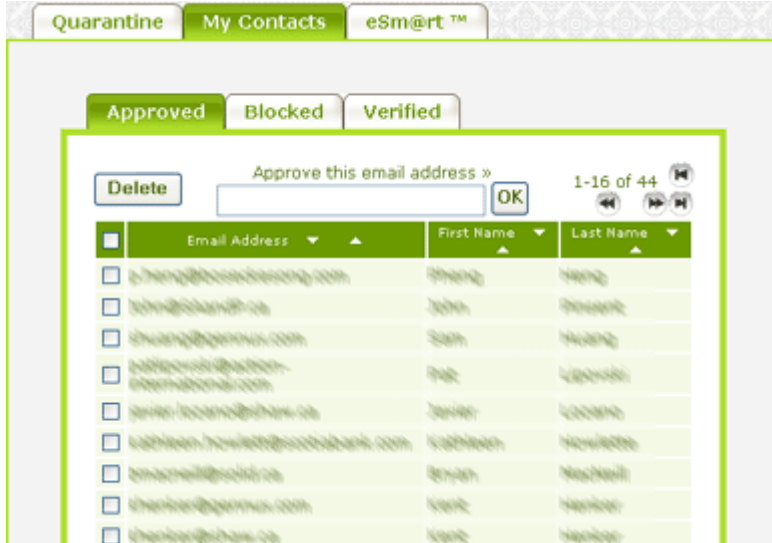
### Step 2.2

During the importing, a small window may pop-up. Please check the box and click "Yes."



### Step 2.3

After importing, please click the "Finished" button to continue.



### Step 2.4

Your contacts will be stored in the Approved list automatically. They are listed by their email addresses, first name and last name. Individuals who are on the approved list are considered as your trusted senders. Their messages go directly to your inbox without any sender confirmation.

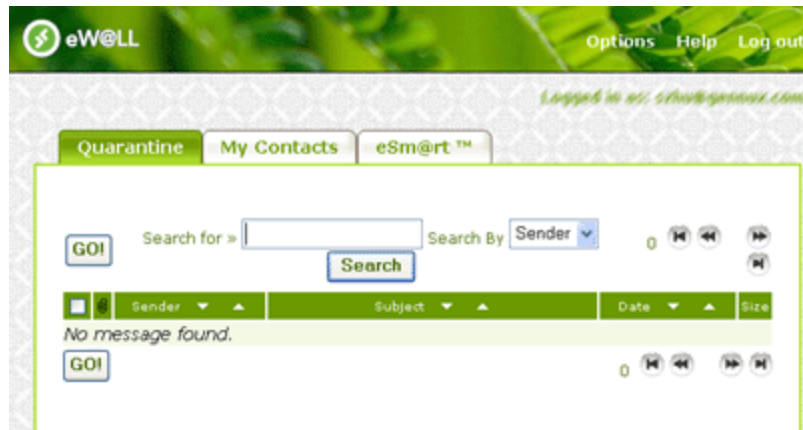
Please go to **3. Quarantine**

### 3. Quarantine

This screen shows you the trapped junk emails, unwanted messages, and unconfirmed messages.

Basically, a user does not have to do anything with these quarantine messages.

However, the user can choose to approve the message, add the sender onto the Approved List, delete the message, or block the sender, etc. by first clicking on Go.



(As this is your first time to login to eW@LL<sup>TM</sup> MAIL, you will not find any messages here.)

**eW@LL<sup>TM</sup> MAIL is now activated to protect you. Congratulations!**

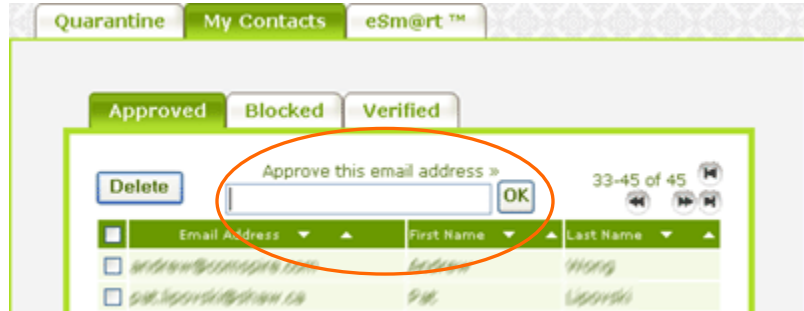
## Key Functions:

### 4. Add Contacts Manually

If you did not choose to import your address book in **Step 3**, or if you currently are not using either Outlook or Outlook Express as your email application, or if you would like to add more contacts by yourself, then use the following methods:

#### Method 1.

Click on "My Contacts". In the Approved List, you can individually type the email address in the text field box under the "Approve this email address". Then click "OK".



#### Method 2.

On your Top-Right corner, click on the "Options" (Fig.3), choose "More Contacts", and then click on "Approved".

You will see the screen in Fig. 4. This time you can choose to add contacts Less than 5, More than 5, or Import Address Book as the option.

Note: When you send an email to a new contact, the new contact is automatically added to your approved list.



Fig. 3

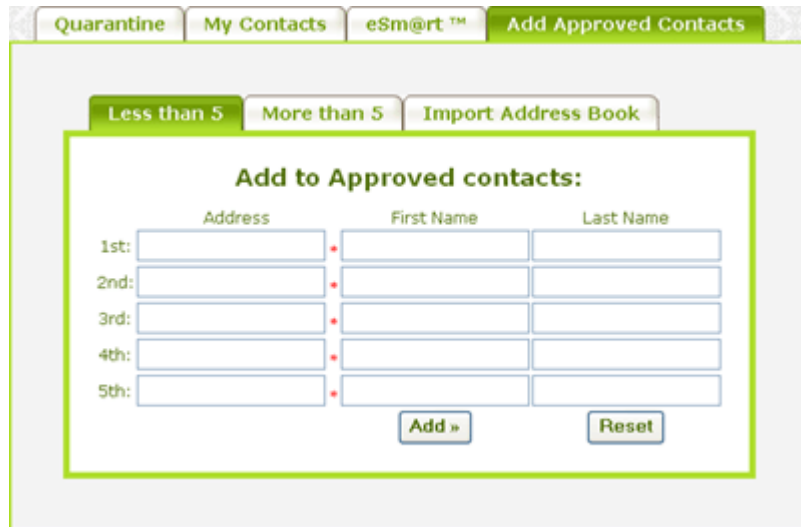


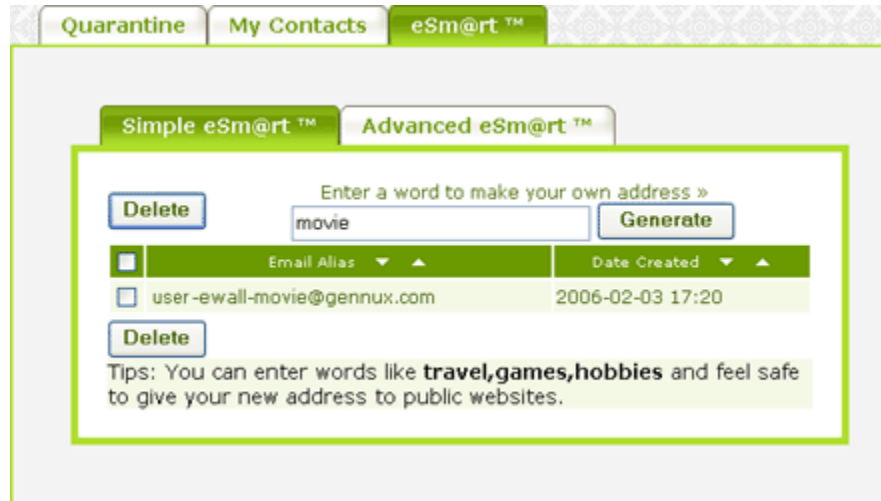
Fig. 4

## 5. eSm@rt<sup>TM</sup> (Simple)

There are two types of eSm@rt<sup>TM</sup> address, Simple and Advanced.

### Simple eSm@rt<sup>TM</sup>

Simple eSm@rt<sup>TM</sup> is designed to let you create additional email addresses using another name. For example, you can enter words like 'travel,' 'games,' or 'hobbies' and feel safe to give your new address to public websites. This protects the integrity of your main email address.



The screenshot shows the 'Simple eSm@rt' interface. At the top, there are tabs for 'Quarantine', 'My Contacts', and 'eSm@rt'. Below these, there are two sub-tabs: 'Simple eSm@rt' (selected) and 'Advanced eSm@rt'. The main area contains a 'Delete' button, a text input field with 'movie' entered, and a 'Generate' button. Below this is a table with columns 'Email Alias' and 'Date Created'. A single row is visible with the alias 'user-ewall-movie@gennux.com' and the date '2006-02-03 17:20'. A 'Delete' button is positioned below the table. A tip box at the bottom states: 'Tips: You can enter words like **travel,games,hobbies** and feel safe to give your new address to public websites.'

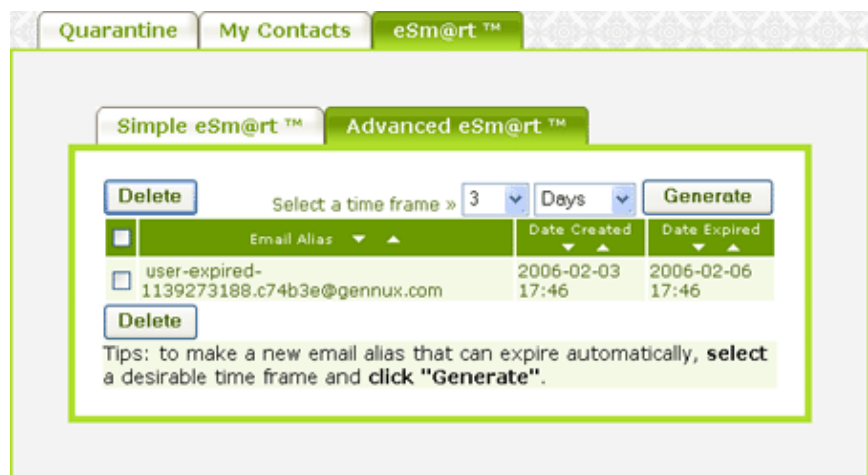
To create a Simple eSm@rt<sup>TM</sup> address, enter a keyword in the blank provided. The keyword can be any word, number, or combination. Once entered (e.g. movie), click on "Generate" and the address will be inserted into the list below. If your eSm@rt<sup>TM</sup> Address appears in this list, it is an active and usable address.

### Other Functions:

## 6. eSm@rt<sup>TM</sup> (Advanced)

### Advanced eSm@rt<sup>TM</sup>

Advanced eSm@rt<sup>TM</sup> is designed to let you create additional email addresses that will be active for a specified length of time. These addresses act as substitute email addresses for you to provide to public websites. This protects the integrity of your main email address.



The screenshot shows the 'Advanced eSm@rt' interface. At the top, there are tabs for 'Quarantine', 'My Contacts', and 'eSm@rt'. Below these, there are two sub-tabs: 'Simple eSm@rt' and 'Advanced eSm@rt' (selected). The main area contains a 'Delete' button, a 'Select a time frame' dropdown menu set to '3', a 'Days' dropdown menu, and a 'Generate' button. Below this is a table with columns 'Email Alias', 'Date Created', and 'Date Expired'. A single row is visible with the alias 'user-expired-1139273188.c74b3e@gennux.com', the date '2006-02-03 17:46', and the expiration date '2006-02-06 17:46'. A 'Delete' button is positioned below the table. A tip box at the bottom states: 'Tips: to make a new email alias that can expire automatically, **select** a desirable time frame and **click "Generate"**.'

To create an Advanced eSm@rt<sup>TM</sup> address, use the drop-down menus provided. The first menu selects the number, and the second menu selects the unit of time, from minutes to years. The Advanced eSm@rt<sup>TM</sup> address will be active as long as it remains in the list and the expiration date, as displayed in the last column, has not yet passed.

**Once you have generated an eSm@rt address, simply copy & paste this address where needed.**

## 7. Preference

### Your Preference...

On your Top-Right corner, click on the “Options”, then go to “Preference” (Fig.5).

In the Preference screen (Fig. 6) The user can change the Display settings, Quarantine settings, and even the Security settings. In the Security settings you can select how you wish the emails to pass into your in box. You may also set the level of Anti-spoofing for detecting stolen email addresses.

After the user has made the changes, please press “Save Settings” to apply.

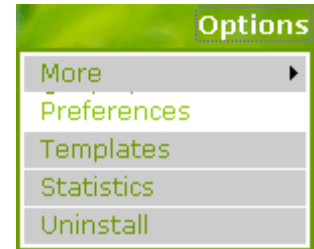
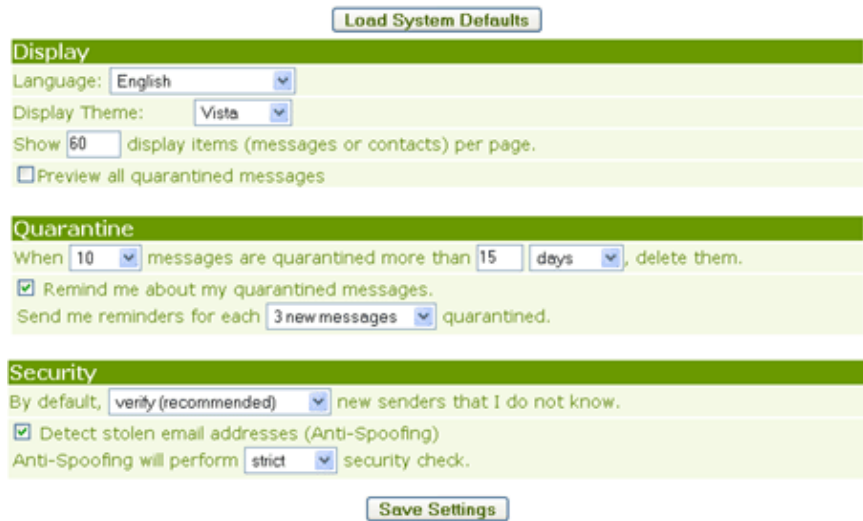


Fig. 5



The image shows the "Preference" screen with a "Load System Defaults" button at the top. It is divided into three sections:
 

- Display:** Language: English; Display Theme: Vista; Show 60 display items (messages or contacts) per page;  Preview all quarantined messages.
- Quarantine:** When 10 messages are quarantined more than 15 days, delete them.  Remind me about my quarantined messages. Send me reminders for each 3 new messages quarantined.
- Security:** By default, verify (recommended) new senders that I do not know.  Detect stolen email addresses (Anti-Spoofing). Anti-Spoofing will perform strict security check.

 A "Save Settings" button is located at the bottom.

Fig. 6

## 8. Templates

### Template for Sender Confirmation

On your Top-Right corner, click on the “Options”, then go to “Templates” (Fig.7).

In the Template screen (Fig. 8), the user can change the

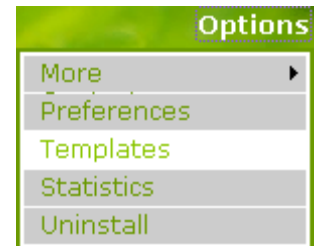


Fig. 7

contents of the Sender Confirmation message that tells new senders, now to confirm their identities. This confirmation releases the message to the user's in box and blocks all unwanted computer generated messages.

The user can change the template in the Casual style, Professional style, or Business formal style, or generate a personalized message.

After the user has made the changes, please press "Save" to apply.

### Templates

Casual     
  Professional     
  Business Formal

Language: English

From: hyli@gennux.com

Subject: Please confirm your message

Body:

```

Hi, this message is sent by hyli@gennux.com

It appeared that you have sent me an email.
This is the first time I have received a message
from you with this address:
%(confirm_append_address)s

I would be more than happy to read this message.
Please click the "Reply" and "Send" buttons so
this message will be released to my Inbox.
  
```

Fig. 8

## 9. Statistics

### Email Traffic Statistics

On your Top-Right corner, click on the "Options", then go to "Statistics" (Fig.9).

In the Statistics screen (Fig. 10), the user can check the monthly email traffic statistics. The user can also check the historical statistics.



Fig. 9

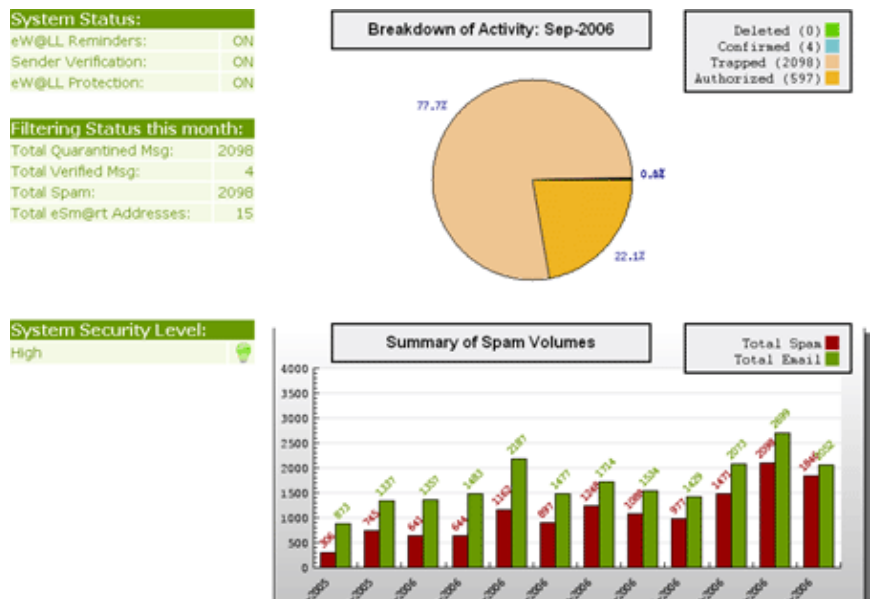


Fig. 10

## 10. Uninstall

### Uninstall eW@LL<sup>TM</sup>

On your Top-Right corner, click on the “Options”, then go to “Uninstall” (Fig.11).

In the Uninstall screen (Fig. 12), the user can uninstall eW@LL<sup>TM</sup>.

After uninstalling, the user will not be protected by eW@LL<sup>TM</sup> and all the emails, including unwanted emails, will go directly to user’s inbox.

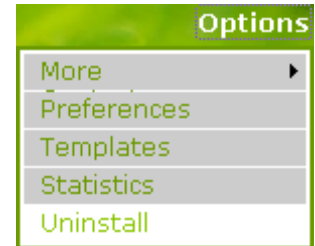


Fig. 11



Fig. 12

## 11. Online Help

Should you have a question or problem, It is very easy for you to find help online in eW@LL<sup>TM</sup> MAIL.

### When you need help...

On your Top-Right corner, click on the "Help" (Fig.13).

A pop-up help window will be shown (Fig. 14). The help window is coordinated with your eW@LL<sup>TM</sup> MAIL. For example, if you have questions when using the Approved List, just click on "Help" and the help window will show the information that is related to the Approved List.



Fig. 13

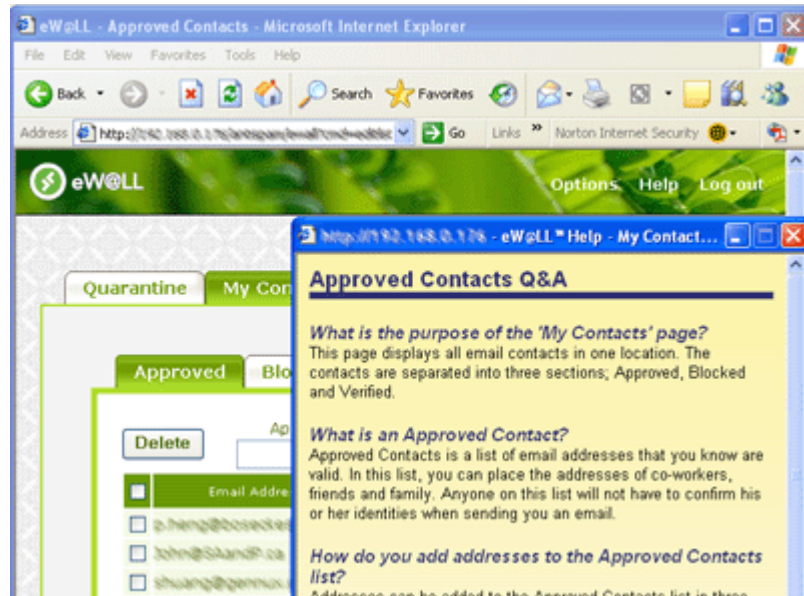


Fig. 14