



Avira

Exchange Security
Small Business Edition

User Manual

Avira Exchange Security - Small Business Edition

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1 Introduction

Avira Exchange Security - Small Business Edition (SBE) has been designed for small businesses, aiming to combine the simple configuration with the typical high quality and security of Avira products.

Features of Avira Exchange Security - Small Business Edition:

- A new graphical user interface
- Speed-Setup: Silent installation and assisted configuration, setting up your system in less than 10 minutes with the Basic Configuration Wizard
- Custom proxy configuration
- Seamless integration of *Avira Antivirus* (as Virus Scanner) and *Avira Unpacker*
- You can manage the product's modules in the Avira Exchange Security - Small Business Edition Management Console: Virus Scanner, the Product license, the Statistics and the Wizards.
- Statistics overview
- Convenient rollback of the last changes or reset to the initial configuration
- Enhanced updating process

2 System requirements

Avira Exchange Security - Small Business Edition is part of the *Small Business Security Suite*.

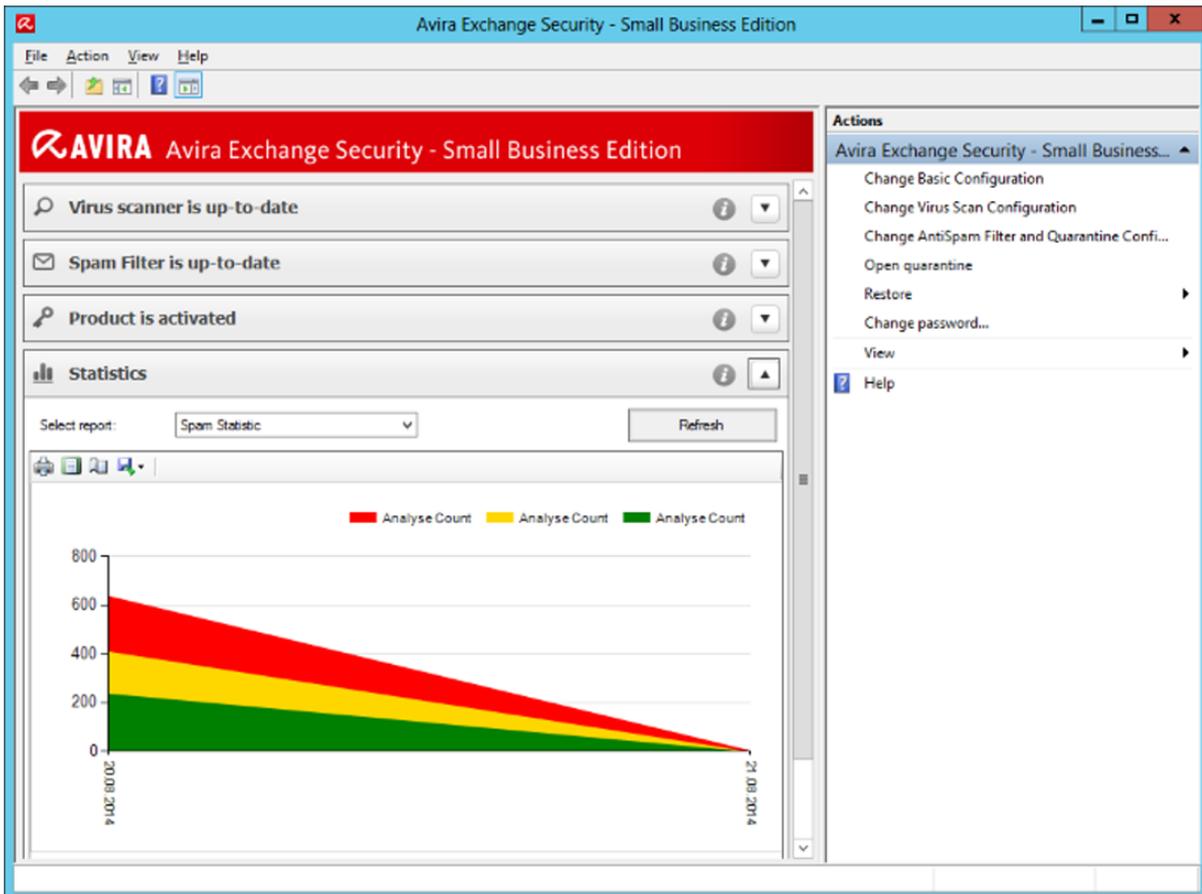
System requirements:

- Operating systems:
 - Windows Small Business Server 2008 (64 Bit) SP2
 - Windows Small Business Server 2011 Standard (64 Bit) latest SP
 - Windows Server 2008 (32 Bit or 64 Bit) SP2; Exchange 2007 (64 Bit) SP1 and „Update Rollup 4 for Exchange 2007 SP1“ or higher Exchange version
 - Windows Server 2008 R2 (64 Bit) or higher; Exchange 2007 (64 Bit) SP1 and „Update Rollup 4 for Exchange 2007 SP1“ or higher Exchange version
 - Microsoft Exchange Server 2010 (64 Bit), including service packages up to SP2 and appropriate Update Rollups (RU1 - RU8)
 - Microsoft Exchange Server 2016
 - Windows Server 2012
 - Windows Server 2012 R2; Exchange 2013 (64 Bit)
- Microsoft.NET, version 3.5
- Correctly configured Microsoft Exchange Server
- Internet connection (eventually behind a proxy server)
- RAM: Additional 64 MB to the Exchange-recommended RAM
- Hard drive: At least 400 MB for the installation
- Extra: CD-ROM drive or network access; Microsoft .NET Framework 3.5 and 4.0 .NET Framework Client Profile

100 MB for event logging recommended, Internet access required

3 The Avira Exchange Security - Small Business Edition Management Console

You can manage the product's modules in the Avira Exchange Security - Small Business Edition Management Console: Virus Scanner, the Product license, the Statistics and the Wizards.



Through symbols and text tips, the Console shows you if the product runs properly. For example:

Virus Scanner is up-to-date

Product is activated

Button	Description
	You can expand the Console sections (Virus Scanner, Product activation and licensing, Statistics), in order to display information or to make changes.
	You can also collapse the Console sections.

Button	Description
	To see the context help (tooltips), point your mouse to the information symbols next to the controls in the Avira Exchange Security - Small Business Edition Management Console.

For further settings, like sending group notifications to the end-users about blocked emails or about the storage period of Emails in the quarantine, you can use the integrated configuration wizards (for example **Change AntiSpam and Quarantine Configuration**).

3.1 Virus Scanner status

The status of the Virus Scanner and update information.

Last update date was: 20.08.2014 14:54

The Virus Scanner area shows the date of the last update, the version information for the scan engine and virus definition file.

You can click the **Update now** button, to update all product's modules (the Virus Scanner, the scan engine and virus definition files).

Information Store Scan

The **Information Store Scan** checks the Emails in the users' mailboxes for malware on a regular basis: once every two weeks, on Saturday.

You can enable (I) or disable (O) the **Information Store Scan** by clicking the switch in the Virus Scanner area.

The date when the next scan is scheduled to start is also displayed. For example:

Next scheduled scan: 23.08.2014.

Note

In case you are using the product on a test system, without any email traffic, the information in this area cannot be refreshed. You can update the information by restarting the services or by changing the configuration.

3.2 Product status

The status of the product and the license information.



License valid until: 6/30/2016

The Product area shows the license expiration date and the licensee's name.

You can click the **Renew** button, to add another license file.

3.3 Statistics view

The graphical reports about email throughput, blocked Emails and malware.

Select report

You can select a report (for example **Malware Scanning**) to display in the **Statistics** view.



Report types:

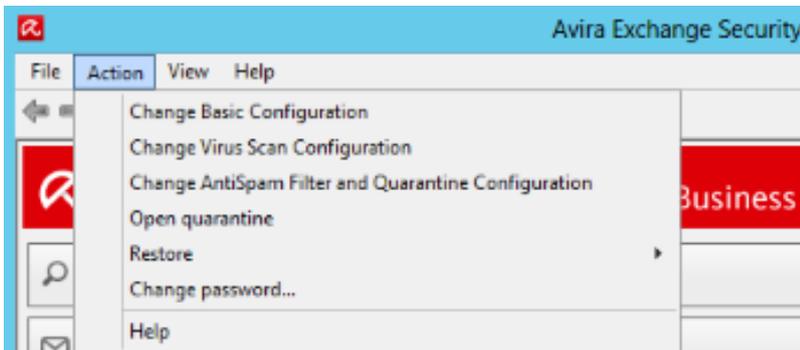
- Throughput
- Top 10 Malware
- AntiSpam Statistic
- Malware Scanning

Button	Description
	<p>Print: Opens the Print dialog on your system.</p>
	<p>Print Layout: Displays the statistics in print preview.</p>
	<p>Page Setup: Opens the Page Setup dialog on your system.</p>
	<p>Export: Saves the statistics as Excel, PDF or Word file.</p>

To update the information in the report, you can click **Refresh**.

4 Configuration wizards

Using the wizards in the Avira Exchange Security - Small Business Edition Management Console you can easily configure the product's modules and functionality.

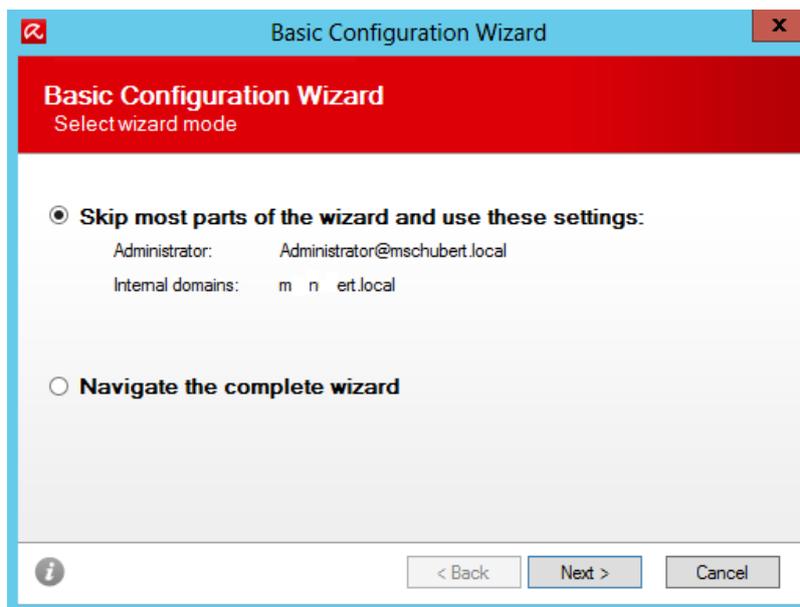


4.1 Change Basic Configuration

You can run the Basic Configuration Wizard anytime, if you change your system's configuration, such as the domain or the administrator's Email address.

1. To start the wizard, click **Change Basic Configuration** in the Avira Exchange Security - Small Business Edition Management Console under **Actions**.

The Basic Configuration Wizard starts.



2. Choose the configuration mode that suits your system.

Options

Skip most parts of the wizard and use these settings

Navigate the complete wizard

Description

If you have only one domain, the account you are installing is also the recipient of the system notifications, and there is no proxy between your mail server and the Internet, you can proceed with this option (default).

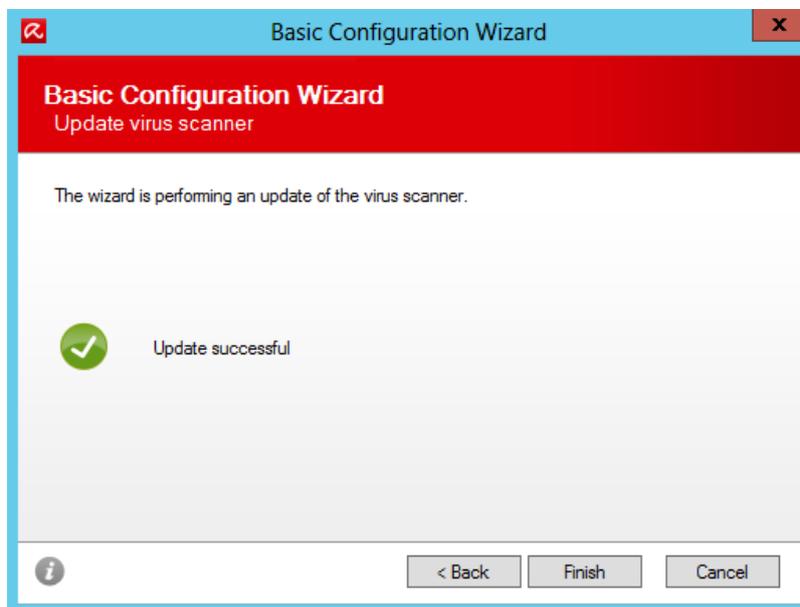
If your Small Business Server manages more than one email domains, or if the system notifications are sent to a different email address than the one of the administrator who's installing the product, proceed with the complete configuration wizard.

4.1.1 Apply default settings

If you have only one domain, the account you are installing is also the recipient of the system notifications, and there is no proxy between your mail server and the Internet, you can proceed with the default option.

1. After you have chosen **Skip most parts of the wizard and use these settings**, click **Next**.

The Basic Configuration Wizard connects to Avira's Update Servers and it downloads the newest Virus Definitions.



2. Click **Finish** to close the Wizard.

After the installation, the following services must run on your server:

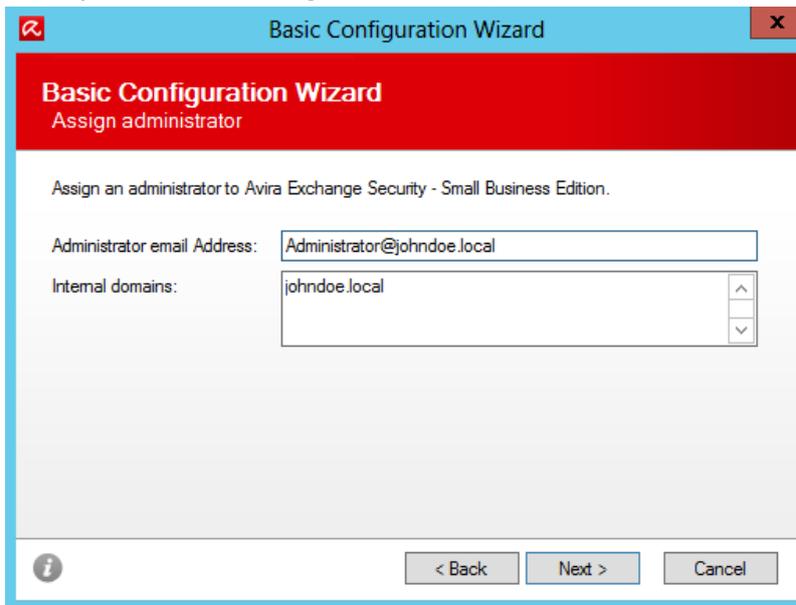
Service	Status	Startup Type
Avira Exchange Security	Started	Manual
Avira Exchange Security Control	Started	Automatic

There should be no errors in the event log of the server, related to the newly installed product.

4.1.2 Run the complete wizard

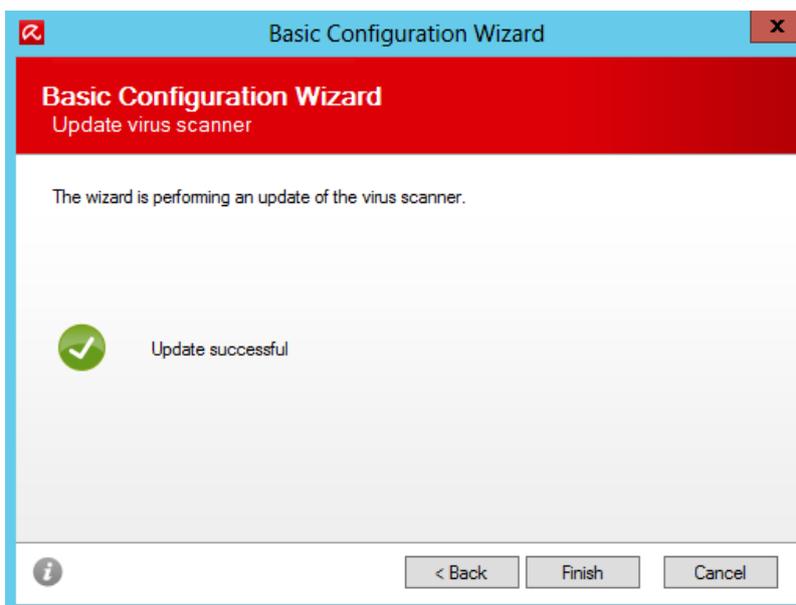
If your Small Business Server manages more than one Email domain, or if the system notifications are sent to a different Email address than the one of the administrator who's installing the product, proceed with the complete configuration wizard.

1. After you choose **Navigate the complete wizard**, click **Next**.



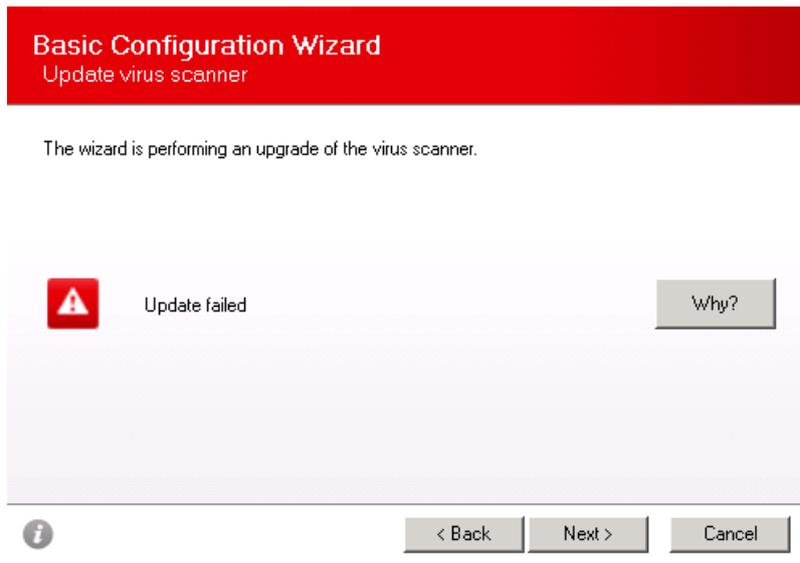
2. Fill in the **Administrator email Address** and the **Internal domains** and click **Next**.

The Basic Configuration Wizard checks the connection to Avira's Update Servers.



3. Click **Finish** to close the Wizard.

In case the connection fails:



- a) Optional: If you want to see the Update log, click **Why**.
- b) Click **Next**, to configure the proxy settings.



- c) Provide the correct proxy server and the authentication data, then eventually click **Test proxy server**.
- d) Click **Finish** to close the Wizard.

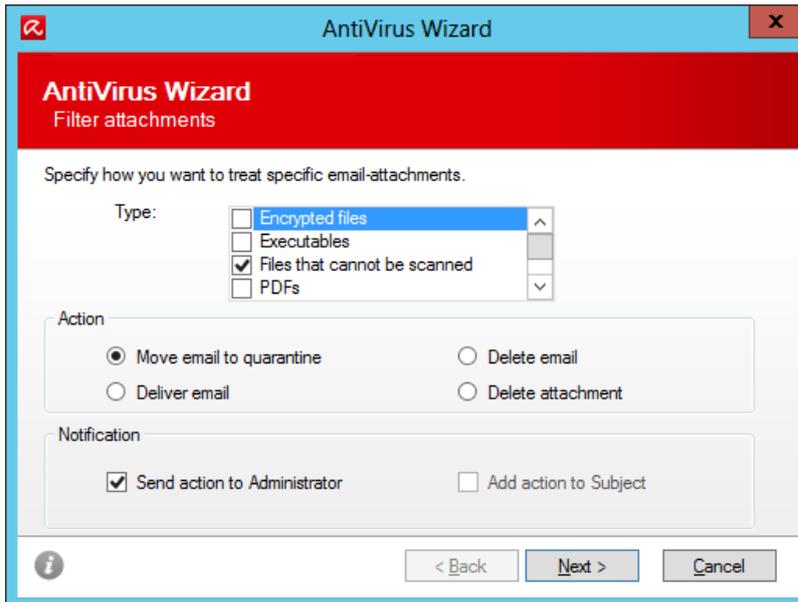
4.2 Change Virus Scan Configuration

Using this wizard, you can define how to treat specific attachments and the Email they are attached to (e.g. forward them to the recipient, block them or send them to quarantine). You can also define a tag for scanned emails, and the storage period of quarantined Emails.

1. To start the wizard, click **Change Virus Scan Configuration** in the Avira Exchange Security - Small Business Edition Management Console under **Actions**.

The **AntiVirus Wizard** starts.

2. Choose the attachment types for which you want to specify actions and notification options.
 - **Encrypted files**
 - **Executables**
 - **Files that cannot be scanned**
 - **PDFs**
 - **Sound files**
 - **Suspicious files**
 - **Video files**
 - **Images**



3. Configure how emails with attachments (e.g. PDF-files) should be handled.

- **Move email to quarantine**
- **Delete email**
- **Deliver email**
- **Delete attachment**
- **Send action to Administrator**

If "Move email to quarantine" or "Delete email" is selected, the complete email is moved into quarantine or deleted, and the recipient automatically gets a notification about it.

Notifies the administrator about the action.

- **Add action to Subject**

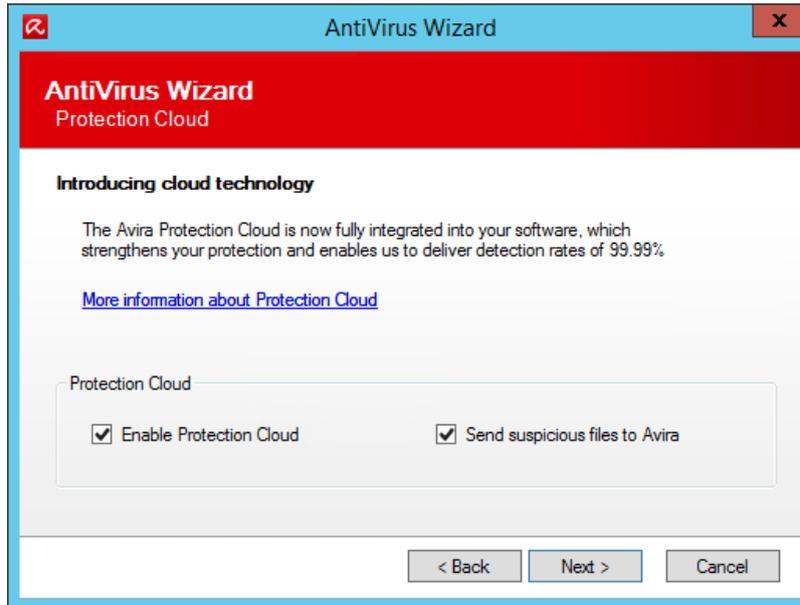
Adds a notification text to the email header.

Note

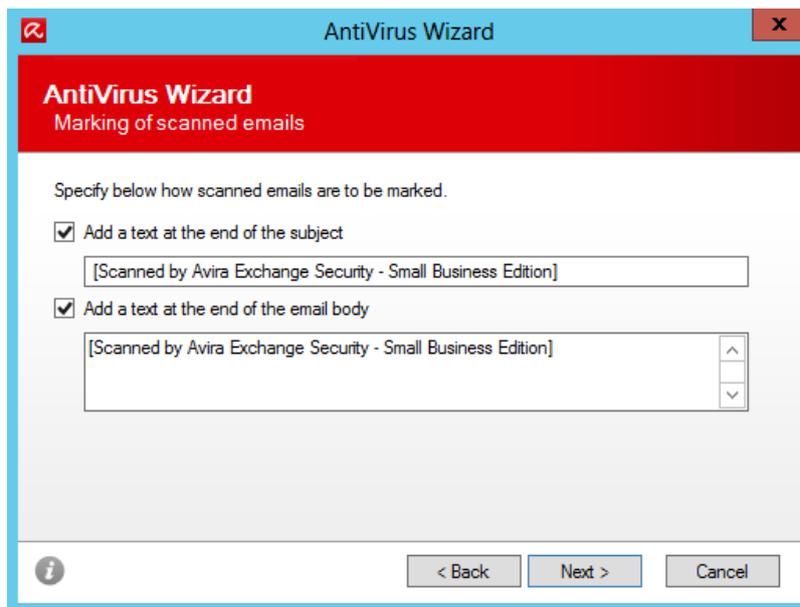
The option "Add action to Subject" is only available when "Move email to quarantine" and "Delete email" have not been selected.

4. Click **Next**.

The notification about the integration of Avira Protection Cloud is displayed.



Click **Next**.



5. Choose a way to mark the scanned emails.

Options

Add a text at the end of the subject

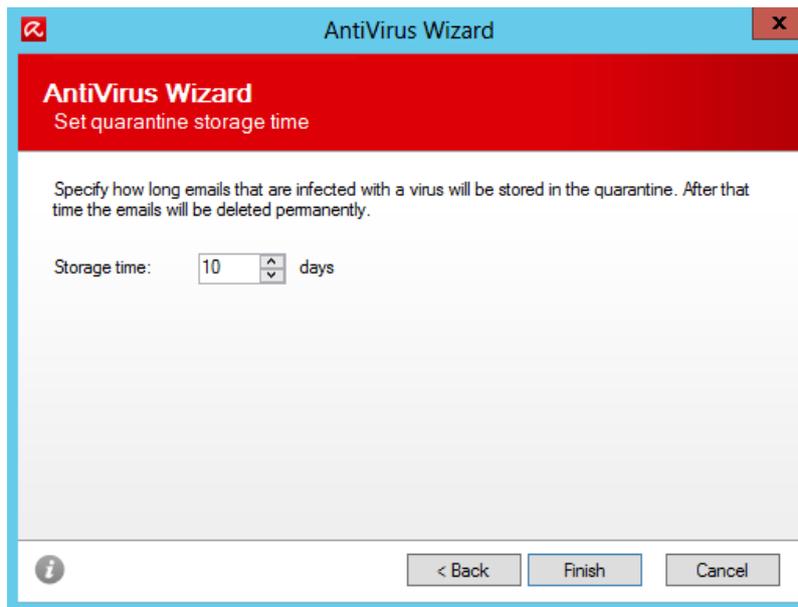
Description

You can type the text that should be appended to the subject of the Emails scanned by the Virus Scanner. Default text: *[Scanned by Avira Exchange Security - Small Business Edition]*

Add a text at the end of the Email body

You can type the text that should be appended to the body of the Emails scanned by the Virus Scanner. Default text: *[Scanned by Avira Exchange Security - Small Business Edition]*

6. Click **Next**.

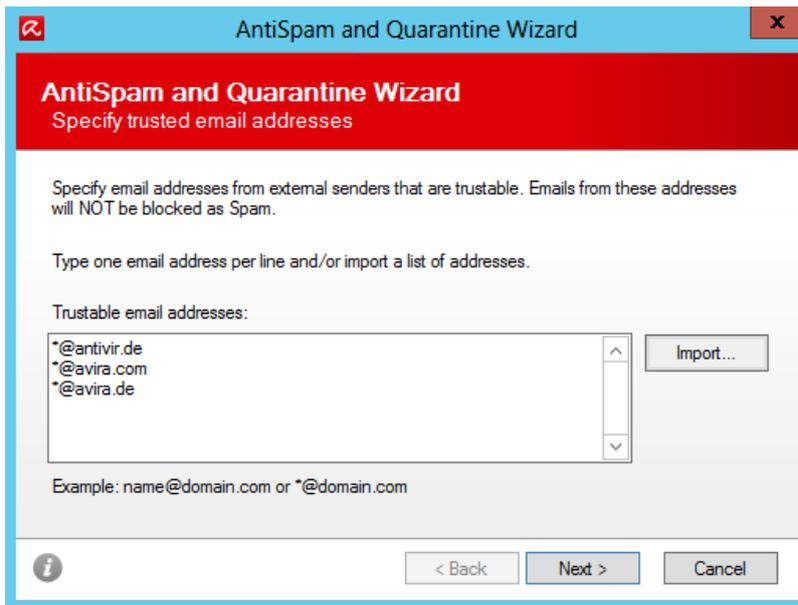


7. Choose for how many days blocked Emails should be stored in quarantine. When the period expires, the Emails are permanently deleted from the quarantine.
8. Click **Finish** to complete the wizard.

4.3 Change AntiSpam and Quarantine Configuration

Using this wizard, you can define the level for the **AntiSpam**, set exceptions for the AntiSpam for certain senders and keywords. You can also set the storage period of unwanted Emails in the quarantine, as well as the frequency of AntiSpam notifications.

1. To start the wizard, click **Change AntiSpam and Quarantine Configuration** in the Avira Exchange Security - Small Business Edition Management Console under **Actions**.
The **AntiSpam and Quarantine Wizard** starts.



You can define trusted Email senders, who should be excluded from the AntiSpam filtering.

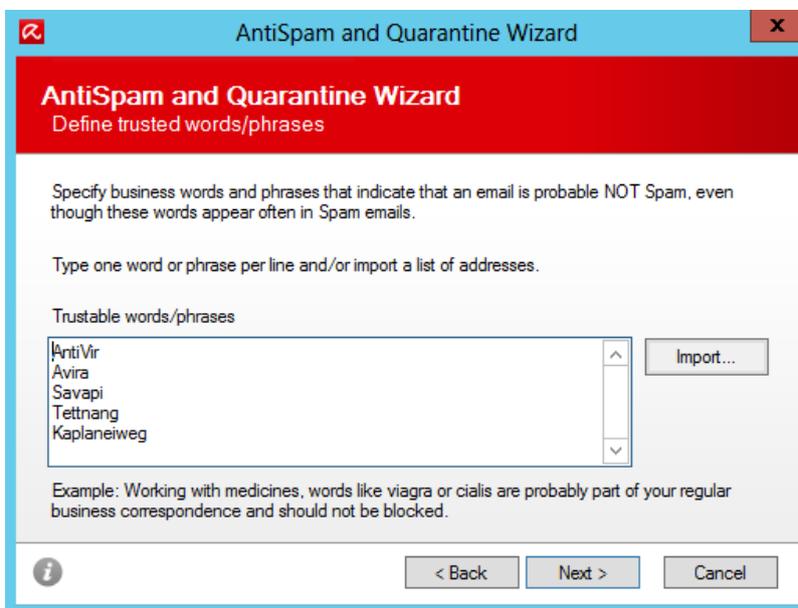
2. Insert a list of trusted Email senders.

Type one Email address or domain per line.

sendername@company.com

*@company.com

3. Optional: Click **Import**, to import the list of trusted Email addresses from a .txt file you have on your system.
4. Click **Next**.



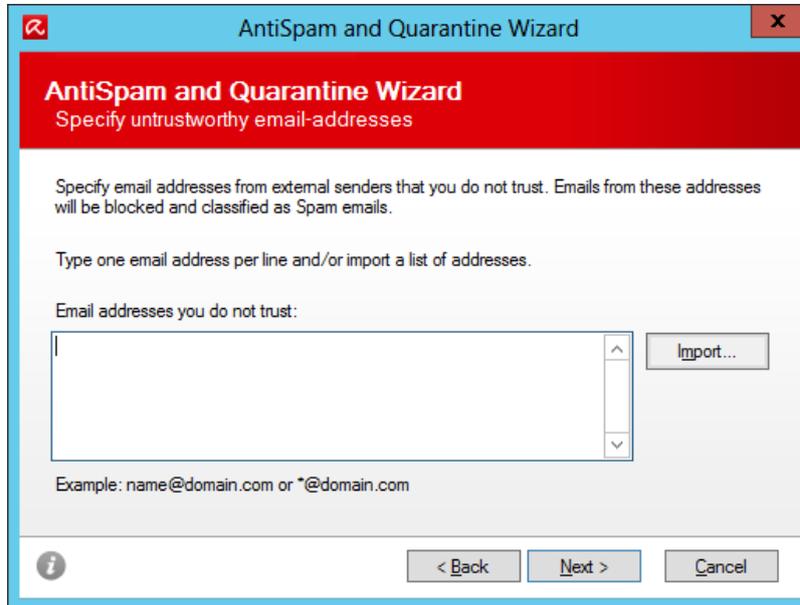
You can define a list of business-related words, indicating legitimate Emails, which should be excluded from the AntiSpam.

5. Insert a list of trusted keywords.

Type one word or phrase per line.

This feature can be especially useful, if your Email traffic usually contains words otherwise considered unwanted content, such as *Viagra*, *Cialis*.

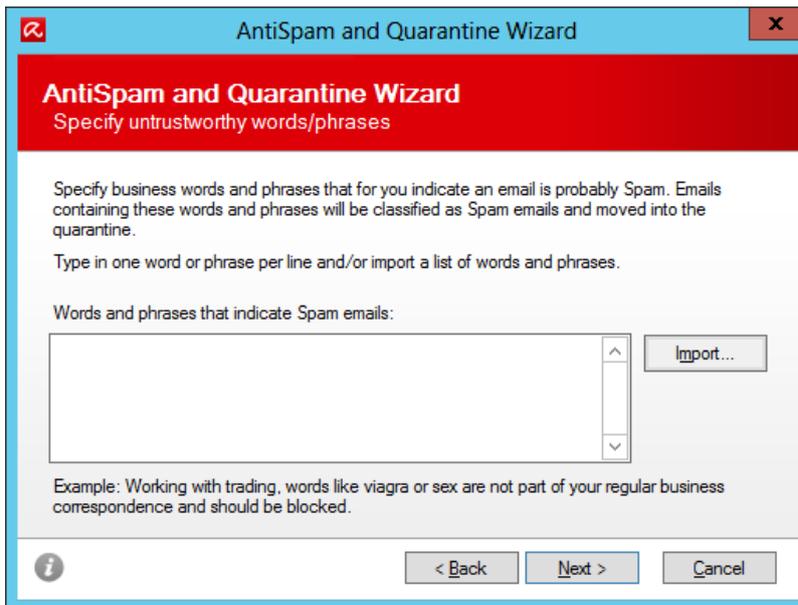
6. Optional: Click **Import**, to import the list of trusted keywords from a *.txt* file you have on your system.
7. Click **Next**.



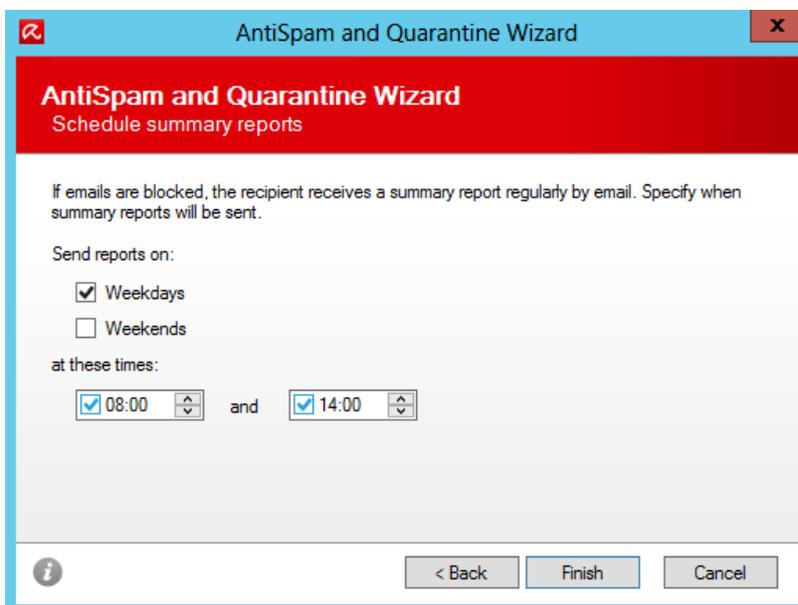
You can define a list of untrustworthy words and phrases that indicate unwanted Emails.

You can define untrustworthy Email addresses. Emails from these addresses will be blocked and classified as unwanted Emails.

8. Insert a list of untrustworthy Email senders.
Type one Email address or domain per line.
`sendername@company.com`
`*@company.com`
9. Optional: Click **Import**, to import the list of untrustworthy Email addresses from a *.txt* file you have on your system.
10. Click **Next**.



11. Insert a list of untrustworthy keywords.
Type one word or phrase per line.
12. Optional: Click **Import**, to import the list of untrustworthy keywords from a .txt file you have on your system.
13. Click **Next**.
14. Choose for how many days blocked Emails should be stored in the Email quarantine.
When the period expires, the unwanted Emails are permanently deleted from the quarantine.
15. Click **Next**.



You can define how the users should be notified about the blocked Emails in the Email quarantine.

Warning

If you deactivate the notification feature, the blocked Emails will be sent to the **Junk Quarantine** and the recipients will **not** be notified.

16. Set the frequency of the notifications.

Options

Weekdays

Weekends

at these times

Description

The recipients of the blocked Emails are notified on every weekday about the Emails stored in the Email quarantine.

The recipients of the blocked Emails are notified on every weekend about the Emails stored in the Email quarantine.

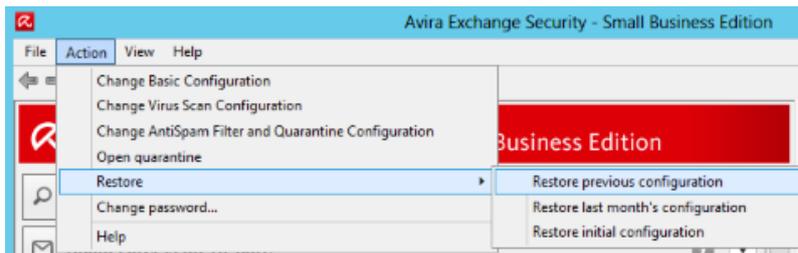
You can define two times of day for the Email notifications to be sent to the recipients.

17. Click **Finish** to complete the wizard.

4.4 Restore configuration

Using the **Restore** wizard, you can roll back to previous configuration settings.

1. To start the wizard, click **Restore** in the Avira Exchange Security - Small Business Edition Management Console under **Actions**.



2. Click the command you want to carry out:

Options

Restore previous configuration

Restore last month's configuration

Restore initial configuration

Description

Undo the last configuration change.

Roll back to the configuration valid on the first day of the previous month.

Restore to the initial default configuration.

3. Click **Yes** in the dialog, to confirm the rollback.

4.5 Change password

Using this wizard, you can define a password to protect the access to the configuration of Avira Exchange.

1. To start the wizard, click **Change password** in the Avira Exchange Security - Small Business Edition Management Console under **Actions**.

The **Change Password** dialog opens.



2. Optional: If you want the characters of the password to be shown in this dialog, click **Show passwords in plain text**.
3. Type the **Old password** and twice the **New password**.

Note

You have to leave the **Old password** field empty when changing the password for the first time, because the product does not come with an initial password.

4. Click **OK**.

Avira Exchange will ask for the password, every time you access or change the configuration.

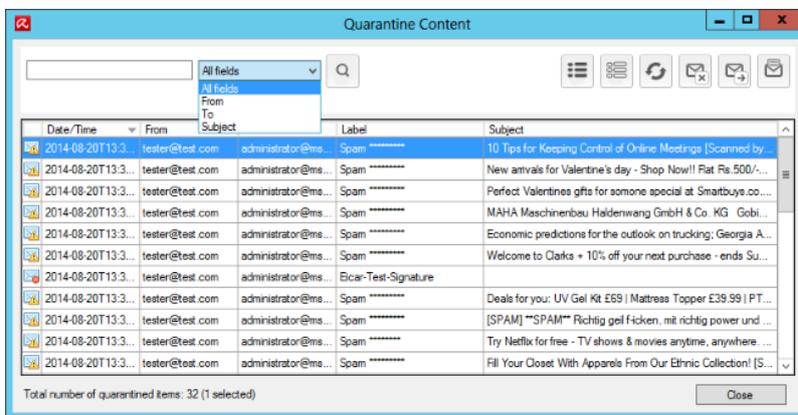


5 Managing the quarantine

Using this action, you can see the list of the emails stored in the Quarantine. You can view the details of the emails and decide if you want to delete them or forward them to their recipients. You can also directly whitelist or blacklist an email sender address or the domain.

- To see the list of the emails stored in the Quarantine, click **Open quarantine** in the Avira Exchange Security - Small Business Edition Management Console under **Actions**.

In the **Quarantine Content** you can see the date, the sender, the recipient and the subject of the blocked emails. The **Label** column shows the reason for blocking the email: malware signature or unwanted email. You may browse the quarantine by entering a keyword into the search field and by choosing an option from the dropdown menu.



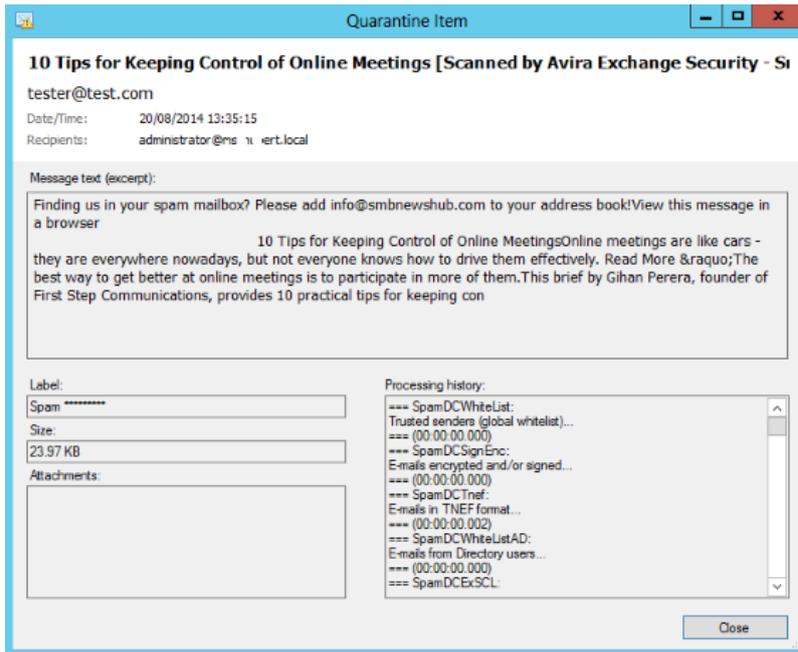
Button	Description
	Refresh quarantine content: Updates the contents of the Quarantine.
	Delete selected e-mails: Deletes the selected emails from the Quarantine.
	Resend selected e-mails: Forwards the selected emails from the Quarantine to the recipients.
	Display details of first selected e-mail: Opens the Quarantine Item dialog with the details of the first email selected in the Quarantine.
	Add sender to Whitelist: Opens the dialog to choose whether the Address or the Domain should be added to the Whitelist.
	Add sender to Blacklist: Opens the dialog to choose whether the Address or the Domain should be added to the Blacklist.

Button	Description
	Apply filter: Sorts the quarantined items by the filter chosen.

Note

If the product discovers conflicts, e.g. an email-address or domain that should be blacklisted is already on the whitelist and vice versa, you receive the request to solve the conflict.

To view the details of every email, before you decide if you want to delete it or forward it to its recipients, click the button **Display details of first selected e-mail.**



3. Click **Close** to exit the Quarantine dialogs.

6 Support information

Support service

All necessary information on our comprehensive support service can be obtained from our website:

www.avira.com/en/support

FAQs

You can also read the [Knowledge Base](#) on our website. Your questions may already have been asked and answered by other users in this section.

Please contact your Avira Partner - they will be more than willing to help you with any further questions regarding Avira products.

Contact address

Kaplaneiweg 1, 88069 Tett nang, Germany

Internet

You can find further information about us and our products at the following address:

www.avira.com



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