

Directory Name

Type a maximum of 64 characters.

Display Name

Type a maximum of 256 alphanumeric characters, which can include spaces and special characters. If no name is provided, the system prompts for a value.

General (Address Book View)

Overview

Use the **General** property page for the Address Book view to specify the display name and to make any notes about this Address Book view for future reference. The directory name can be modified only if you are creating a new Address Book view.

Display name

Directory name

Administrative note

Group By (Address Book View)

Overview

Defines how recipient objects in the Address Book view are grouped. You can group recipient objects using any of the attributes that appear in the **Group items by** box.

Note Address Book views appear in the first-level hierarchy of the Administrator window. They also appear in the **Show Names from the** box in the Microsoft Outlook Address Book.

Group items by

Then by

Group items by

Select an attribute you want to use to group items.

Then by

Select additional attributes you want to use to group items.

Show this view in the client address book

If selected, the Address Book view and all its containers appear in the Address Book.

Promote entries to parent containers

Use the **Promote entries to parent containers** to determine if recipient objects are included in the parent Address Book View containers. For example, if you have containers that group mailboxes by country (USA), state (California), and city (Los Angeles), you must determine whether to include the mailbox under only the city container (Los Angeles) or under all the containers (USA, California, and Los Angeles).

If you select this option, recipient objects appear in all containers, regardless of how the containers are related or arranged. If you do not select this option, recipient objects appear only in the lowest level container. In this case, the recipient objects would appear in only the city container and not in the state or country containers.

Remove Empty Containers Button

Empty containers are not removed automatically. Use the **Remove Empty Containers** button to remove all empty containers from the Address Book view. If you move all recipient objects from one container to another, the empty container remains until you delete it.

Advanced (Address Book View)

Overview

Use the **Advanced** property page to determine whether recipient objects should appear in one or more parent containers and which Address Book View containers you want to show in Microsoft Outlook. You can also delete empty containers within an Address Book view.

Promote entries to parent containers

Show this view in the client address book

Remove Empty Containers button

Permissions (Address Book View)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the Address Book. You delegate permissions to a user or group by assigning the user or group a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles.

You can use search control restrictions in the **Permissions** property page to control which Address Book views users see. For example, if you are hosting multiple companies on a single Microsoft Exchange Server, you can prevent users of one company from viewing the Address Book views of another company. You do this by creating a Windows NT group for each company you are hosting and setting the Search role for each Windows NT group.

-  Windows NT Accounts with Inherited Permissions
-  NT Accounts with Permissions
-  Add Button
-  Remove Button
-  Roles
-  Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under the container object.
Modify User Attributes	Modify the User attributes associated with this container and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this container and all objects below it.
Delete	Delete objects within this container.
Modify Permissions	Change permissions for objects within this container.
Search	Enable the selected user account to view the contents of this container. Use this right to restrict access to Address Book View containers. .

Group By (Address Book View Container)

Overview

Changes the way subcontainers are grouped for certain Address Book views. For example, if you have a container that groups items by country and subcontainers that group items by state and city, you may not want a state grouping in certain situations. For example, the country, state, and city groups work well for countries that have states, such as USA, Washington, Seattle. However, for countries, such as Greece, that do not have states, you would want only the city grouping. You can remove the state grouping in this instance so that Greece contains only a city grouping.

 This container

 Sub-containers

 Grouping value

This container

Displays the attribute used to group the currently selected Address Book View container.
This attribute cannot be changed.

Sub-containers

Select the grouping attribute you want to use to create subcontainers for this Address Book View container.

Grouping value

Displays the grouping attribute for the currently selected Address Book View container. This attribute cannot be changed.

Add

You can move recipient objects between containers. When you do this, the attribute that defined the recipient object in the original container is changed to the value of the attribute of the new container.

Select **New Container** to create another Address Book View container.

General (Extension)

Overview

Use the **General** property page to specify the following Extension options:

Display Name

Version

Extension Name

Administrative Note

Display Name

Sets the display name for the Extension. You can type up to a 256 character name.

Version

Displays the version number of the Extension (MS Mail, Internet, or Schedule+ Free/Busy) .Dll.

Extension Name

Displays the .Dll file name for the Extension.

Permissions (Extension)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this extension object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this mailbox. This properties page provides various default roles. You can also create custom roles.

To view the **Rights** box, select **Tools** and **Options** from the Administrator program. On the **Permissions** property page, select the **Display rights for roles on Permissions page** option.

- Windows NT Accounts with Inherited Permissions
- NT Accounts with Permissions
- Add Button
- Remove Button
- Roles
- Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under this object.
Modify User Attributes	Modify user-level attributes associated with an object.
Modify Admin Attributes	Modify administrator-level attributes associated with an object.
Delete	Delete this object.
Modify Permissions	Modify permissions on this object.
Search	Enable the selected user account to view the contents of the container.

General (Extension for Schedule+ Free/Busy Connector)

Use the **General** property page to specify the following Extension options:

-  Display Name
-  Version
-  Extension Name
-  Administrative Note

Permissions (Extension for Schedule+ Free/Busy Connector)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this extension object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this mailbox. For extension objects, Microsoft Exchange provides Admin, Permissions Admin, and User default roles. You can also create custom roles.

The following table lists the rights that you can use to define roles for extension object permissions.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under this object.
Modify User Attributes	Modify user-level attributes associated with an object.
Modify Admin Attributes	Modify administrator-level attributes associated with an object.
Delete	Delete this object.
Modify Permissions	Modify permissions on this object.

-  Windows NT Accounts with Inherited Permissions
-  NT Accounts with Permissions
-  Roles
-  Add Button
-  Remove Button

General (E-Mail Address Generators Container)

The Address Types container holds various e-mail address generators. These generators control the automatic generation of various e-mail addresses. By default, Microsoft Exchange provides the following e-mail address generators:

- cc:Mail
 - Internet
 - MS Mail
 - X.400
-  Display Name
-  Directory Name
-  Administrative Note

Display Name

Sets the name as it will appear in the directory and property pages. You can type up to a 256 character name.

Directory Name

The directory name is created when you install Microsoft Exchange Server and it cannot be changed.

General (E-Mail Address Generator)

Overview

Use the **General** property page to provide the path to the dynamic-link library (.dll) file that generates e-mail addresses.

Display Name

Version

Address Generator Name

Administrative Note

Version

Displays the version number of the e-mail address generator .dll.

Address Generator Name

Displays the file name of the e-mail address generator .dll.

Permissions (E-Mail Address Generator)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on an e-mail address generator. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on an e-mail address generator. This properties page provides various default roles. You can also create custom roles.

-  Windows NT Accounts With Inherited Permissions
-  Windows NT Accounts With Permissions
-  Add Button
-  Remove Button
-  Roles
-  Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this e-mail address generator.
Modify Admin Attributes	Modify the administrator attributes associated with this e-mail address generator.
Delete	Delete this e-mail address generator.
Modify Permissions	Change permissions for this e-mail address generator.

General (Details Templates Container)

The Details Templates container holds various foreign language template containers, which in turn contain details templates in the corresponding languages. Details templates let you customize a variety of Microsoft Exchange Server dialog boxes.

-  Display Name
-  Directory Name
-  Administrative Note

Directory Name

Displays the directory name created when you install Microsoft Exchange Server.

General (Details Templates Container - All Languages)

The Details Templates Language containers contain details templates in various foreign languages (U.S./English, German, and so forth). Details templates let you customize a variety of Microsoft Exchange Server dialog boxes.

-  Display Name
-  Directory Name
-  Administrative Note

Directory Name

Displays the directory names created when you install Microsoft Exchange Server. Directory names cannot be changed.

General (All Templates)

Use the **General** property page to view or modify the name of a template, to view the directory name, and to provide an administrative note.

-  [Display Name](#)
-  [Directory Name](#)
-  [Client Local Help File Name](#)
-  [Import 16 Bit Help File](#)
-  [Import 32 Bit Help File](#)
-  [Administrative Note](#)

Directory Name

Displays the directory name created when you installed Microsoft Exchange Server. Directory names cannot be changed.

Client Local Help File Name

Name of the template Help file that will be created on client computers, regardless of the name of the Help file you choose to import and associate with this template.

Importing a new template Help file permanently overwrites the template Help file shipped with Microsoft Exchange Server. As a precaution, you should access all details and One-Off Address Templates from a client computer, thereby creating copies of the associated Help files in the TEMP directory of that computer. You can then save the Help files and import them as needed.

Import 16 Bit Help File

Opens the Microsoft Exchange Administrator dialog box and allows you to select the Help file that will be displayed on computers using Windows 16-bit operating systems.

Import 32 Bit Help File

Opens the Microsoft Exchange Administrator dialog box and allows you to select the Help file that will be displayed on computers using Windows 32-bit operating systems.

Permissions (All Templates)

Use the **Permissions** property page to specify the rights that users or groups have on a template. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on a template. This properties page provides various default roles. You can also create custom roles.

-  [Windows NT Accounts With Inherited Permissions](#)
-  [Windows NT Accounts With Permissions](#)
-  [Add Button](#)
-  [Remove Button](#)
-  [Roles](#)
-  [Rights](#)

Rights

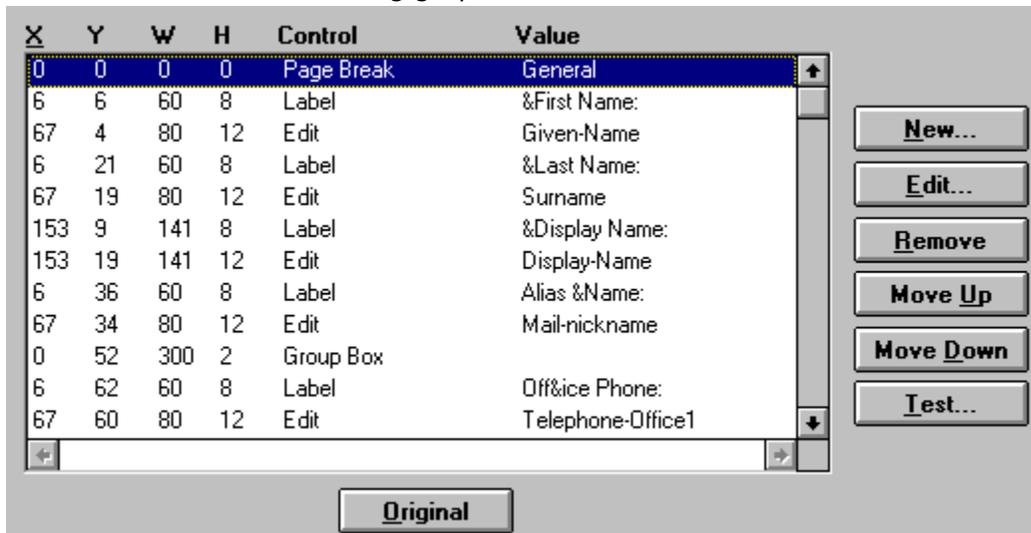
The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this template.
Modify Admin Attributes	Modify the administrator attributes associated with this template.
Delete	Delete this template.
Modify Permissions	Change permissions for this template.

Templates (All Templates)

Use details templates to customize Microsoft Exchange Server dialog boxes. You can use the **Templates** property page to view all the fields and controls that make up an existing Microsoft Exchange Server dialog box. You can modify existing controls, add new controls, or remove controls for all templates except one-off address templates. You can also test the appearance of the dialog box before accepting your changes.

Click an area in the following graphic for more information.



X Column

Displays the X coordinate (in dialog units) for the new control. This is the distance from the left side of the dialog box to the upper left corner of the control.

Y Column

Displays the Y coordinate (in dialog units) for the new control. This is the distance from the top of the dialog box to the upper left corner of the control.

W Column

Displays the width (in dialog units) of the new control.

H Column

Displays the height (in dialog units) of the new control.

Control Column

Displays the name of the different controls (such as group boxes and edit boxes) that make up the template you are customizing. You can create new controls, modify existing controls, or remove a control.

Value Column

Displays the value of the control listed in the **Control** column. For example, a Label control might have the value `&First Name`. In the resulting dialog box, this control appears as `First Name`.

New Button

Creates a new control on the template. You are prompted to choose the type of control. You are then provided with a set of options that let you define the appearance and function of the control.

Edit Button

Modifies the existing control you have selected. A dialog box appears containing a set of options that let you define the appearance and function of the control.

Remove Button

Removes the selected existing control from the template.

Move Up Button

Moves the selected existing control up in the list.

Move Down Button

Moves the selected existing control down in the list.

Test Button

Tests the appearance of the dialog box. When you are satisfied with its appearance, choose **OK** to accept your changes.

Original Button

Returns all controls on the template to their original values.

MS-DOS Templates (All Templates)

Use details templates to customize Microsoft Exchange Server dialog boxes. You can use the **MS-DOS Templates** property page to view all the fields and controls that make up an existing Microsoft Exchange Server dialog box. You can modify existing controls, add new controls, or remove controls for all templates except one-off address templates. You can also test the appearance of the dialog box before accepting your changes.

Click an area in the following graphic for more information.

The screenshot displays the MS-DOS Templates property page. It features a table with columns for X, Y, W, H, Control, and Value. The table lists various controls such as Page Break, Label, Edit, and Group Box, along with their corresponding values. To the right of the table are several action buttons: New..., Edit..., Remove, Move Up, Move Down, and Test... At the bottom center, there is an 'Original' button.

X	Y	W	H	Control	Value
0	0	0	0	Page Break	General
6	6	60	8	Label	&First Name:
67	4	80	12	Edit	Given-Name
6	21	60	8	Label	&Last Name:
67	19	80	12	Edit	Surname
153	9	141	8	Label	&Display Name:
153	19	141	12	Edit	Display-Name
6	36	60	8	Label	Alias &Name:
67	34	80	12	Edit	Mail-nickname
0	52	300	2	Group Box	
6	62	60	8	Label	Off&ice Phone:
67	60	80	12	Edit	Telephone-Office1

Buttons: **New...**, **Edit...**, **Remove**, **Move Up**, **Move Down**, **Test...**

Original

General (One-Off Address Templates Container)

One-off address templates are templates that you use to address messages to mailboxes that are not in your global address list or in your personal address book. They are called one-off because they are often used to send one piece of mail off to an address and are not used again. (However, you can use this template to send mail and then add the addressee to your personal address book.)

The template appears in Microsoft Outlook any time you are prompted to provide an e-mail address for a recipient.

-  Display Name
-  Directory Name
-  Administrative Note

Directory Name

Displays the directory name created when you install Microsoft Exchange Server. This name cannot be changed.

Post Office (Connector for cc:Mail)

Overview

Use the **Post Office** property page to configure connection parameters for the Microsoft Exchange Server Connector for Lotus cc:Mail. You can limit message size, establish a LAN connection to a cc:Mail post office, and assign an Administrator's mailbox for receiving messages that the Connector for cc:Mail cannot interpret.

Administrator's Mailbox

Name

Password

Path

Import Export version

Post office language

Permit ADE to propagate entries synched to cc:Mail to downstream post offices

Preserve forwarding history on messages sent from cc:Mail to Microsoft Exchange

Message Tracking

Administrator's Mailbox

The recipient in your organization that will receive connector-related administrative messages.

Choose **Change** to open the Address Book. From the Address Book, you can select a recipient to act as the administrator. The recipient can be a mailbox, public folder, distribution list, or custom recipient.

Name

The name of the cc:Mail post office (up to 256 characters).

Password

The password for the cc:Mail post office (up to 10 characters).

A *code page* is an encoding of a standard set of characters within a specific locale. Encoding provides a consistent way for messaging systems to exchange and process data.

Post office language

Selecting a language code page used for text sent to and from the connector. Encoding provides a consistent way for messaging systems to exchange and process data. The code page also determines the language the connector uses for sending text strings, such as status messages, to cc:Mail.

Import/Export version

Select the version of cc:Mail Import.exe and Export.exe that you are using.

Database version

Lotus cc:Mail Post Office Database
version 6.

Lotus cc:Mail Post Office Database
version 8.

Import.exe/Export.exe version

Lotus cc:Mail Import version 5.15 and
Export version 5.14.

Lotus cc:Mail Import/Export version 6.0.

Path

The network path to the cc:Mail post office in uniform naming convention (UNC) format.

Note Before you can connect to a NetWare server, your Windows NT Server must be running the Gateway Service for NetWare. When typing a network path to a NetWare server, use the UNC format (*\\servername\sharename\path* for a Windows NT Server or *\\servername\volumename\path* for a NetWare server). For example, a cc:Mail post office located on a NetWare server with server name SERVER1, volume name SYS, and directory name CCDATA would require the network path `\\SERVER1\SYS\CCDATA`.

Message Size

You can configure the maximum size of messages transported through the Connector for cc:Mail using the **General** property page. This is useful when you do not want users to send messages with large attachments that might affect server performance. This setting applies to both incoming and outgoing messages. If the message size is exceeded, the message will be returned to the sender with a non-delivery report (NDR).

Choose **No Limit** to allow messages of any size to be sent. Choose **Maximum** to set the message size from 1 to 2,097,151K.

Preserve forwarding history on messages sent from cc:Mail to Microsoft Exchange

Retains the message forwarding history as an attached file (Forward.txt) for messages sent from cc:Mail to Microsoft Exchange Server

Permit ADE to propagate entries synched to cc:Mail to downstream post offices

Allows directory synchronized entries added to the cc:Mail directory from Microsoft Exchange Server to be propagated to cc:Mail post offices indirectly connected by ADE.

Enable message tracking

Tracks messages through the connector for troubleshooting. When message tracking is enabled, message activities are maintained in a log by the system attendant on Microsoft Exchange Server. The log becomes a trace of the processing of each message as each component receives, processes, and delivers it to the next component. The mail tracking log is stored in \EXCHSRVR\TRACKING.LOG.

Import Container (Connector for cc:Mail)

Overview

When you configure directory synchronization, you must identify an import container. You use an import container to store imported addresses from the cc:Mail post office on a Microsoft Exchange Server. Imported addresses from cc:Mail to Microsoft Exchange Server include:

-  User names
-  Bulletin board names
-  Mailing lists

Imported addresses are represented as custom recipients in the Microsoft Exchange Server directory. Addresses from cc:Mail that contain text in the cc:Mail Administrator program comments field display the same text in the notes attribute for the custom recipient. When text in either the notes field or the comments field is edited, the updates will be incorporated after the next directory synchronization cycle.

Use the **Import Container** property page to set filter options for importing cc:Mail addresses. When you filter an import container, you can specify individual cc:Mail addresses that you want to import to Microsoft Exchange Server.

-  Container
-  Run dir sync now
-  Import all directory entries
-  Only import directory entries of these formats
-  Do not import directory entries of these formats
-  New
-  Edit
-  Remove

Directory Import Container

Displays a graphical representation of all recipient containers in your site. Select the recipient container where you want to import directory information and create recipients.

Container

Select the recipient container where you want to import directory information and create recipients.

Run dir sync now

Immediately starts the directory synchronization processes between Microsoft Exchange Server and a cc:Mail post office. To schedule regular directory synchronization cycles, use the **Schedule** property page.

Import all directory entries

Imports all directory entries from the cc:Mail post office to Microsoft Exchange Server.

Only import directory entries of these formats

Imports cc:Mail addresses that correspond to the specified formats. For example, to accept addresses from the cc:Mail post office PO1 exclusively using the wildcard character asterisk, type * **at PO1**.

Do not import directory entries of these formats

Excludes cc:Mail addresses that correspond to a specified format. For example, to exclude addresses from the cc:Mail post office PO1 exclusively using the wildcard character asterisk, type * **at PO1**.

Edit

Modify an existing address format to include or exclude during directory synchronization.

New

Specify a new address format to include or exclude during directory synchronization.

Remove

Delete an address format.

Administrator's Mailbox (Connector for cc:Mail)

Select the recipient in your organization that will receive Connector for cc:Mail administrative messages. The recipient can be a mailbox, public folder, distribution list, or custom recipient.

-  [Show Names From The](#)
-  [Type Name or Select From List](#)
-  [Properties Button](#)
-  [Find Button](#)

Show Names From The

Displays the name of the Address Book currently selected. Click the down arrow to display a list of Address Books you can select.

Type Name or Select From List

Type the name of the mailbox, custom recipient, distribution list, or mailbox agent. You can also select the appropriate name from the list.

Properties Button

Displays the **Properties** dialog box, which you use to view the various properties of the selected mailbox, distribution list, custom recipient, or mailbox agent.

Find Button

Displays the **Find** dialog box, which you use to locate a mailbox, distribution list, custom recipient, or mailbox agent in the selected Address Book.

Export Containers (Connector for cc:Mail)

Overview

You use export containers to specify the Microsoft Exchange Server recipients that you want exported to the cc:Mail post office directory. Directory synchronization exports mailboxes, public folders, distribution lists, mailbox agents, and custom recipients to the cc:Mail directory. The address names exported are the names generated by the cc:Mail e-mail address generator.

-  Recipient Containers
-  Export These Recipients
-  Add Button
-  Remove Button
-  Site
-  Trust Level
-  Export Custom Recipients

Recipient Containers

Lists all recipient containers in the currently selected site.

Export These Recipients

Lists all recipient containers that directory information will be exported from.

Add Button

Adds the selected container to the list of recipient containers that directory information will be exported from.

Remove Button

Removes the selected container from the list of recipient containers that directory information will be exported from.

Site

Lists all sites in your organization. When you select a site, a list of all recipient containers in the site appears in the **Recipient Containers** box.

Trust Level

Type or select a trust level to limit the directory information sent to cc:Mail. Only objects (from the selected containers) with a trust level equal to or less than the level specified in the **Trust Level** box will be sent. The default is 100.

Export Custom Recipients

Clear the **Export Custom Recipients** check box if you do not want to send information about Microsoft Exchange Server custom recipients.

Dirsync Schedule (Connector for cc:Mail)

Overview

You can schedule the time when Microsoft Exchange Server sends address list updates to and receives address list updates from the cc:Mail post office. The default is to never launch a directory synchronization cycle.

Schedule Grid

Never

Always

Selected times

1 Hour

15 Minute

Never

Disables directory synchronization.

Always

Runs directory synchronization every 15 minutes.

Selected times

Runs directory synchronization at a specific time during the week.

1 Hour

Shows the schedule in 1-hour increments.

15 Minute

Shows the schedule in 15-minute increments.

General (Connector for cc:Mail)

Overview

Use the **General** property page to set the following options.

Computer Name

Message Size

Administrative Note

Computer Name

The name given to the computer where the Microsoft Exchange Server connector is installed.

Message Size

You can configure the maximum size of messages transported through the Connector for cc:Mail using the **General** property page. This is useful when you do not want users to send messages with large attachments that might affect server performance. This setting applies to both incoming and outgoing messages. If the message size is exceeded, the message will be returned to the sender with a non-delivery report (NDR).

Choose **No Limit** to allow messages of any size to be sent. Choose **Maximum** to set the message size from 1 to 2,097,151K.

Queues (Connector for cc:Mail)

Overview

The information store has two queues for monitoring outbound and inbound messages through the connector. The MTS-OUT queue displays outbound messages destined for the connector. The MTS-IN queue displays converted messages traveling inbound from the connector. You can view the queues for all messages pending transfer. You can also return messages to the originator by deleting them from the queue. Use the **Queues** property page to determine the number of messages in a queue, to view a message in a queue in detail, and to delete a pending message.

 Queue Name

 Details

 Refresh

 Delete

Queue Name

Displays the name of the queue and the number of items in the queue. The MTS-IN queue holds incoming messages waiting to be converted by the connector, then delivered to the information store. The MTS-OUT queue holds outgoing messages that are received from cc:Mail and are waiting to be converted by the Connector for cc:Mail. The MTS-OUT queue holds outgoing messages that are waiting to be sent by the Connector for cc:Mail.

Details

Displays the **Details** dialog box to view information about a queued message.

Refresh

Updates the display of all the Connector for cc:Mail queues.

Delete

Deletes messages that are interfering with the processing of a queue. Deleted messages are permanently erased from the disk and a non-delivery report (NDR) is sent to the originator.

Details

Use the Details dialog box to view information about a queued message.

-  Originator
-  Recipients
-  MTS-ID
-  Message ID
-  Destination Host
-  Submit Time
-  Size
-  Delivery Status
-  Next Retry Time
-  Retries

Retries

Number of times the connector attempted to deliver the message.

Next Retry Time

The time scheduled to resend messages if previous attempts were unsuccessful.

Size

Size of the message in bytes.

Message ID

Identifies the message. For incoming mail, the Message ID is assigned by the connector. On outgoing mail, it is assigned by the MTA.

Recipients

Lists the mailboxes the message was sent to.

MTS-ID

Identifies the message system component that handled the mail. For outgoing Microsoft Exchange Server messages, it identifies the MTA.

Originator

The name of the person who sent the message.

Destination Host

The name of the host server that the message is being sent to.

Submit Time

The time the message was sent.

Delivery Status

Indicates whether or not the delivery attempt was successful.

Directory Import Container

Shows a graphical representation of all recipient containers in your site. Select the recipients container where you want to import directory information and create recipients.

Import Filter

Imports cc:Mail addresses that correspond to the specified formats. For example, to accept addresses from the cc:Mail post office PO1 exclusively using the wildcard character asterisk, type * **at PO1**.

Command Line Switches

You can start the Administrator program from the command line using a variety of switches. For example, you can start the Administrator program in raw mode by typing the following at the command line:

```
admin /r
```

The following table lists the switches you can use when starting the Administrator program from the command line.

<u>Switch</u>	<u>Description</u>
/r	Starts the Administrator program in raw mode. Raw mode provides access to all directory attributes contained in the <u>schema</u> . You can also run the Administrator program in raw mode by creating a <u>RawMode registry entry</u> .
/h	Starts the Administrator program and displays this Help topic.
/s <server name>	Starts the Administrator program and connects to the server you specify for <i>server name</i> .
/m [Site\]MonitorName \Server	Starts the Administrator program and starts the monitor you specify for <i>MonitorName</i> . <i>Site</i> is the directory name of the site that contains the monitor to be run. This is optional. If <i>Site</i> is not specified, the site of the <i>Server</i> will be used. <i>MonitorName</i> is the directory name of the monitor within the site, and <i>Server</i> is the server to which the monitor should connect.
/t	Temporarily suspends monitoring on a server that you are taking down for maintenance or backup. Used with various <u>monitor suspension options</u> .
/l	Runs the <u>command line directory import utility</u> .
/e	Runs the <u>command line directory export utility</u> .

Monitor Suspension Options

You can use the **/t** command line switch with the following options.

Switch	Description
/t r	Suspends repairs during maintenance, but sends a notification if a problem is found.
/t n	Suspends notification during maintenance, but initiates any repairs specified by the monitor.
/t nr	Suspends both notification and repairs during maintenance.
/t	Resets the monitor to normal mode.

Note When performing maintenance on a server, you must set the **admin /t** command to start before the server goes offline. Consider the polling intervals of the monitors, and be sure that each monitor receives a maintenance mode notification before the server goes down.

Command Line Directory Import Utility

Use the command line directory import utility to import directory information from a text file.

Use the following syntax:

```
admin /i <import file> /d <directory server name> /n /o <options file>
```

Note The **/i** switch is required. All other switches are optional.

Option	Description
<i><import file></i>	The name of the file that contains directory information to be imported.
<i><directory server name></i>	The name of the server whose directory is to be updated.
<i>/n</i>	Specifies that the progress bar is not displayed during directory import.
<i>/o</i>	Specifies the name of an import options file.
<i><options file></i>	The name of a <u>directory import options file</u> containing options that control how directory information is imported.

Directory Import Options File

When running the command line directory import utility with the **/o** option, the import options file is used to specify the same types of options as the Administrator program's **Directory Import** dialog box. The import options file is a text file and must be in the following format.

```
[Import]

DirectoryService=<DS server name>      (default=NULL)
Basepoint=<DN of basepoint object>      (default=NULL, which indicates the local site)
Container=<RDN of container object>      (default=Recipients)
InformationLevel=[None, Minimal, Full]  (default=Minimal)
RecipientTemplate=<DN of default mailbox> (default=none)
NTDomain=<NT domain where accounts will be created> (default=none)
OverwriteProperties=[Yes, No]           (default=No)
CreateNTAccounts=[Yes, No]             (default=No)
DeleteNTAccounts=[Yes, No]            (default=No)
ApplyNTSecurity=[Yes, No]             (default=Yes)
GeneratePassword=[Yes, No]           (default=No)
RawMode=[Yes, No]                     (default=No)
CodePage=[-1,0,code-page-ID] (Default=0)
ColumnSeparator=<ASCII value of column separator character> (Default=44) (",")
MVSeparator=<ASCII value of multivalued separator character> (Default=37) ("%")
QuoteCharacter=<ASCII value of quoted value delimiter>(Default=34) ("")
```

Note The RawMode option is primarily intended for developers and should be enabled only by advanced users. Raw mode requires specific information about the directory schema. Files that can be imported normally are likely to fail in raw mode because they don't contain sufficient information. For more details about the directory schema, see the *Microsoft Exchange Server Software Developer's Kit*.

Command Line Directory Export Utility

Use the command line directory export utility to export directory information to a text file.

Use the following syntax:

```
admin /e <export file> /d <directory server name> /n /o <options file>
```

Note The **/e** switch is required. All other switches are optional.

Option	Description
<i><export file></i>	The name of the file where the exported directory information is to be written.
<i><directory server name></i>	The name of the server from which the directory information will be exported.
<i>/n</i>	Specifies that the progress bar is not displayed during directory export.
<i>/o</i>	Specifies the name of an export options file.
<i><options file></i>	The name of a <u>directory export options file</u> containing options that control how directory information is exported.

Directory Export Options File

When running the command line directory export utility with the **/o** option, the export options file is used to specify the same types of options as the Administrator program's **Directory Export** dialog box. The export options file is a text file and must be in the following format.

```
[Export]

DirectoryService=<DS server name>      (default=NULL)
HomeServer=<server name>                (default=NULL)
Basepoint=<DN of basepoint object>      (default=NULL, which indicates the local site)
Container=<RDN of container object>     (default=Recipients)
ExportObject=[Mailbox, Remote (custom recipients), DL, Recipients (all recipients), All (all object types)] (default=Mailbox)
InformationLevel=[None, Minimal, Full]  (default=Minimal)
BasepointOnly=[Yes, No]                 (default=No)
RawMode=[Yes, No]                       (default=No)
Hiddenobjects=[Yes, No]                 (default=No)
Subcontainers=[Yes, No]                 (default=No)
CodePage=[-1,0,code-page-ID]           (Default=0)
ColumnSeparator=<ASCII value of column separator character> (Default=44) (",")
MVSeparator=<ASCII value of multivalued separator character> (Default=37) ("%")
QuoteCharacter=<ASCII value of quoted value delimiter>(Default=34) ("")
```

Note The RawMode option is primarily intended for developers and should be enabled only by advanced users. Raw mode requires specific information about the directory schema. Files that can be imported normally are likely to fail in raw mode because they don't contain sufficient information. For more details about the directory schema, see the *Microsoft Exchange Server Software Developer's Kit*.

Creating a Raw Mode Registry Entry

When you run the Administrator program in raw mode, you have access to all directory attributes contained in the schema. There are two ways to run the Administrator program in raw mode. You can start the Administrator program from the command line using the **/r command line switch**, or you can create a RawMode entry in the Windows NT Registry. Creating a registry entry causes the Administrator program to run in raw mode at all times, whether you start it from the command line or from Windows NT Program Manager.

 To create a RawMode registry entry, use the Windows NT Registry Editor to add the following entry:

MSExchangeAdmin

Desktop

RawMode=[0,1]

Where 0 means that the Administrator program will never run in raw mode, and 1 means that it will always run in raw mode.

X Coordinate

Displays the X coordinate (in dialog base units) of the control listed in the **Control** column. This is the distance from the left side of the dialog box to the upper-left corner of the control.

Y Coordinate

Displays the Y coordinate (in dialog base units) of the control listed in the **Control** column. This is the distance from the top of the dialog box to the upper-left corner of the control.

Width

Displays the width (in dialog base units) of the control.

Field

Displays the value for the field.

Text

Displays the text to appear in the label.

Height

Displays the height (in dialog base units) of the control.

Length

Displays the maximum number of characters allowed.

Multiline

When selected, allows multiple lines in the field.

Help Context

Displays the context number for the control's Help topic.

Display Horizontal Scroll Bar

When selected, displays a horizontal scroll bar in the list box.

Display Vertical Scroll Bar

When selected, displays a vertical scroll bar in the list box.

Windows NT Accounts with Inherited Permissions

Read-only list box that displays all Windows NT accounts with inherited rights for this object.

NT Accounts with Permissions

Displays all Windows NT accounts and groups that have permissions for this object. Select one of these accounts or groups, and then choose a role from the **Roles** box.

Roles

Roles are sets of rights that define how much and what type of access a user or group has to an object. Each role is defined by a set of rights that appear as check boxes next to the **Roles** box. You can define custom roles or use one of the default roles that Microsoft Exchange Server provides.

Add Button

Opens a dialog box where you can select one or more Windows NT accounts and groups to add to the list of accounts and groups with permissions for this object.

Remove Button

Removes the currently selected Windows NT account or group from the list of accounts and groups with permissions for this object.

Show Names From The

Displays the name of the currently selected Address Book. Choose the down arrow in the field to display a list of Address Books that you can select.

Type Name or Select From List

Type the name of the mailbox, custom recipient, distribution list, or mailbox agent. You can also select the name from the list.

Add Button

Adds the selected names to the box on the right of the **Add** button. When you choose **OK**, the names in this box are copied to the appropriate fields on the property page.

Properties Button

Displays the **Properties** dialog box, which you use to view the various properties of the selected mailbox, distribution list, custom recipient, or mailbox agent.

Find Button

Displays the **Find** dialog box, which you use to locate a mailbox, distribution list, custom recipient, or mailbox agent in the selected Address Book.

Never

Select **Never** if you never want the associated event to occur.

Always

Select **Always** if you want the event to occur every 15 minutes.

Selected Times

Select **Selected Times** to designate specific times or blocks of time in the schedule grid.

Detail View

Select **1 Hour** to view the schedule grid in one-hour increments, or select **15 Minute** to view the schedule grid in 15-minute increments.

Accept Messages From

A list of all senders who this recipient will accept messages from. Select **All** if you want this recipient to accept messages from all senders. Select **List**, and then choose **Modify** to specify a list of senders who this recipient will accept messages from.

Reject Messages From

A list of all senders who this recipient will not accept messages from. Select **None** if you want this recipient to accept messages from all senders. Select **List**, and then choose **Modify** to specify a list of senders who this recipient will reject messages from.

Modify Button

Choose **Modify** to open the Address Book. You can then select one or more recipients in the organization to add to either the **Accept Messages From** box or the **Reject Messages From** box.

E-Mail Addresses

Use the **E-Mail Addresses** property page to create or modify alternate e-mail addresses for Microsoft Exchange Server objects. E-mail addresses are used to identify Microsoft Exchange Server objects to the gateways and connectors that connect Microsoft Exchange Server to other messaging systems. Use the **E-Mail Addresses** property page to create, modify, or remove one or more of the following types of addresses:

-  Custom
-  Microsoft Mail
-  MacMail
-  X.400
-  Internet
-  Lotus cc:Mail

By default, Microsoft Exchange Server automatically generates Lotus cc:Mail, Microsoft Mail, X.400, and Internet addresses for every recipient object using information that you provide. If you change the recipient information used to create e-mail addresses (such as a mailbox first name, last name, or alias name), the e-mail addresses are not automatically updated. You must manually edit e-mail addresses after they have been generated.

Caution Many other Microsoft Exchange Server services use these default addresses. Changing or removing the default addresses can cause messaging and message-based services (such as directory replication) to fail.

-  E-Mail Addresses
-  New button
-  Edit button
-  View button
-  Remove button
-  Set As Reply Address

E-Mail Addresses

Lists all existing e-mail addresses for this recipient object.

New Button

Choose **New** to open the **New Entry** dialog box, which enables you to create one of several different types of e-mail addresses.

Edit Button

Select an e-mail address in the **E-Mail Addresses** box, and then choose **Edit** to open a dialog box where you can edit address information.

Edit is available only if you have Modify permission for the recipient.

View Button

Displays the **Address Properties** dialog box for the selected e-mail address, which you use to view the components that make up the address.

View appears only when you are viewing recipients from another site. Properties for recipients can only be modified from the site in which they were created.

Remove Button

Removes the selected address from the system.

Set As Reply Address

Designates the selected address as the default reply address when there is more than one address of the same type. When a Microsoft Outlook user receives mail from this recipient and chooses **Reply**, this address is used.

Diagnostics Logging

Use this property page to browse or edit logging levels for Microsoft Exchange Server [events](#).

Diagnostics logging levels determine which Microsoft Exchange Server events are written to the Windows NT application event log. You can set logging levels to provide information in varying levels of detail. Events can range from significant events (such as an application failure), to moderately important events (such as the receipt of messages across a gateway), to events relevant only to debugging. Usually you log only critical events. However, when problems occur, diagnostics logging enables you to change the logging levels to capture more detailed events.

For more information about diagnostics logging, see *Microsoft Exchange Server Maintenance and Troubleshooting*.



Services



Category



Logging Level



Logging Level Options

Services

Name of the Microsoft Exchange Server service. Services are custom components or connectors and can include gateways, mailbox agents, or add-ins.

Category

A group of related application functions. Logging levels are set by category.

Microsoft Exchange Server Maintenance and Troubleshooting includes a complete list of diagnostics logging categories.

Logging Level

Displays the logging level for the service.

The logging level determines which events are written to the Windows NT application event log. When Microsoft Exchange Server generates an event less than or equal to the logging level, the event is logged.

Logging Level Options

None: Only critical events, error events, and events with a logging level of zero are logged. This is the default level.

Minimum: Events with a logging level of 1 or lower are logged.

Medium: Events with a logging level of 3 or lower are logged.

Maximum: Events with a logging level of 5 or lower are logged.

General (Containers)

A container is an object in the Microsoft Exchange Server directory that contains other objects or containers. For example, the Configuration container holds objects such as the DS Site Configuration object, as well as containers such as the Connections container.

Use the **General** property page to specify a display name for the container. This is the name that appears in the Administrator window. The directory name is created during Microsoft Exchange Server Setup and cannot be changed.

You can also type an optional note of up to 1024 characters in the **Administrative Note** box.

Permissions (Containers)

Use the **Permissions** property page to specify the rights that users or groups have for this container. When you grant users permissions for this container, they inherit the same level of permissions for all objects below that container in the [directory hierarchy](#).

You delegate [permissions](#) to users or groups by assigning them a [role](#). **Roles** are sets of rights that define how much and what type of access a user or group has to an object. This properties page provides various default roles. You can also create custom roles.

-  **Windows NT Accounts With Inherited Permissions**
-  **NT Accounts With Permissions**
-  **Add button**
-  **Remove button**
-  **Roles**
-  **Rights**

Rights

The following table lists the rights you can use to define roles.

This right	Gives the associated account rights to
Add Child	Create objects below the selected object in the directory hierarchy.
Modify User Attributes	Modify the user attributes associated with an object. For example, a user with this permission can modify the members of a distribution list.
Modify Admin Attributes	Modify administrator-level attributes associated with an object. For example, a user with this permission can modify the job title and display name fields in a mailbox.
Delete	Delete an object.
Send As (Servers Container only)	Send messages as a mailbox.
Mailbox Owner (Servers Container only)	Log on to a mailbox and use it to send and receive messages.
Replication (Servers Container only)	Replicate directory information with other servers.
Modify Permissions	Modify permissions for existing objects. For example, without this permission, a user can grant permissions to new mailboxes but cannot modify permissions for existing mailboxes.
Search	Enable the selected user account to view the contents of the container.

Move Down

Moves the selected button down one line in the **Toolbar Buttons** list and to the right one space on the toolbar.

Move Up

Moves the selected button up one line in the **Toolbar Buttons** list and to the left one space on the toolbar.

Reset

Restores the default button settings to the toolbar in the active window.

Remove

Moves the selected button in the **Toolbar Buttons** list to the **Available Buttons** list and removes the button from the toolbar.

Add

Moves the selected button in the **Available Buttons** list to the **Toolbar Buttons** list and adds the button to the toolbar. The added button appears above the currently selected button in the **Toolbar Buttons** list and to the left of the corresponding button on the toolbar.

Customize Toolbar

Opens the **Customize Toolbar** dialog box, where you can add, remove, and rearrange buttons on the toolbar. The toolbar includes a set of default buttons. You can remove buttons for commands that you rarely use, add other buttons for commands that you frequently use, and specify the order in which the buttons appear on the toolbar.



Add



Remove



Reset



Move Up



Move Down

Backup and Restore

It is important to perform backups to protect your organization's information and messaging system. You should implement a backup plan that includes:

-  Choosing backup devices.
-  Choosing a backup routine.
-  Performing timely backups.
-  Verifying and validating backups.
-  Documenting and archiving backups.

You can use Windows NT Backup to back up and restore Microsoft Exchange Server directories and information stores within your organization. The Backup program enables you to protect data from accidental loss or hardware and media failures by using a tape drive to back up and restore information. The information can be located on any server in any site in your organization, and the backup can be performed locally or over the network.

During backup, users can continue to use the server. When information is being restored, Microsoft Exchange Server services stop and users cannot use the servers until they have been restored.

Note You can use the At.exe utility provided with Windows NT to schedule times when backups are automatically performed. This utility can also be used to schedule a backup on another Microsoft Exchange Server computer.

For more information about backing up and restoring data, see your Windows NT Server documentation and *Microsoft Exchange Server Maintenance and Troubleshooting*.

Backup Read Pointer

A logical pointer into the database file that indicates what part of the database file has been processed.

Circular Logging

Automatically overwrites the oldest transaction log files after the information they contain has been committed to the database, thus reducing disk storage space requirements. This feature is turned off by default when Microsoft Exchange Server is installed.

Log File Checkpoint

Indicates the earliest point where a database operation is logged (whether committed or not), but its corresponding changes on database pages are not yet committed to disk. Microsoft Exchange Server replays the transaction log file to restore the database during recovery.

Database Page

The Microsoft Exchange database server is a sequence of pages, each of which is a 4 KB block of data.

Transaction Log File

Files used for backup and recovery that store all write transactions performed on the directory and information store databases. Transaction log files are stored in the MDBDATA and DSDATA subdirectories, and their names have the form Edbxxxxx.log, where x is a hexadecimal number from 0 to F. The default size of each complete log file is 5 MB.

Inbound Site

Sites from which local sites receive directory information through a directory replication connector.

Outbound Site

Sites to which the local bridgehead server sends updated directory information.

Global Group

Group of recipients that can include mailbox users, custom recipients, distribution lists, and mailbox agents.

Link Monitor

Monitors the round-trip time between a Microsoft Exchange Server computer and another server or foreign system. Notification occurs if a test message takes longer than expected to make the round trip.

Server Monitor

Monitors the condition of servers and their associated services and clocks in a site. Notification occurs if a service fails to start or shuts down, clients cannot connect to the server, or the server is not on the network. The server monitor can also restart computers or services and synchronize the system times.

MTA Transport Stack

Defines the transport that is used with an X.400 Connector or Dynamic RAS Connector to connect a Microsoft Exchange Server computer to another system. The server on which the stack is installed processes all messages from all connectors within the site that reference the stack.

Role

Sets of rights that define how much and what type of access a user or group has on an object.

Status Bar

Displays information about a selected command and indicates progress during an action. The box on the right displays the total number of objects in the selected container.

Service

Extends the functionality of Microsoft Exchange Server. Services include Microsoft Exchange Server components, server gateways, mailbox agents, and add-ins. Each service is represented in the directory by an object that enables the user to administer the service using the Administrator program.

Domain Controller

Refers to the Windows NT Server computer that maintains the security database of all user accounts in a domain. Windows NT Server domains can have one primary domain controller (PDC) and one or more backup domain controllers (BDCs).

Mailbox

The delivery location for all incoming mail for a designated owner. Information in a user's mailbox is stored in the private information store on a Microsoft Exchange Server computer. A mailbox can contain messages, attachments, documents, and more. Mailboxes are associated with Windows NT user accounts.

Profile

A group of settings that provide Microsoft Exchange Server with essential information about a client's configuration. It contains the delivery location for incoming messages, files, and other items, the location of the user's personal address book, and a list of all the information services that are available. A user may have multiple profiles on a single client for different configurations; however, only one profile can be used at any one time.

Administrator Window

The main user interface of the Microsoft Exchange Server Administrator program. The Administrator window provides the tools needed to manage and configure all objects, including organizations, sites, and servers.

Properties

The attributes of a Microsoft Exchange Server directory object, selected by using property pages for the specified object. For example, to modify the permissions on a mailbox, make changes in the mailbox's **Permissions** property page.

Multi-Valued Property

A property that has multiple values. For example, an address with multiple values includes MS Mail (PC), X.400, and SMTP addresses.

Local Area Network

A group of computers and other devices dispersed over a relatively limited area and connected by a communications link that enables any device to interact with any other in the network.

Distribution List

A collection of recipients that are grouped together and addressed as a single recipient. A message addressed to a distribution list will be delivered to every user in the list. Administrators can create distribution lists that are available in the Address Book. Users can also create personal distribution lists and add them to their personal address book (PAB).

Information Store

A Microsoft Exchange Server core component. The information store is server-based storage that contains users' mailboxes and public and private folders. It enforces security on the information and maintains information in two databases, the public information store and the private information store.

Schema Attributes

Properties that describe Microsoft Exchange Server directory objects.

Permissions

Controls how a particular object is accessed and provides specific authorization to perform an action.

Custom Recipient

A recipient in a foreign system whose address is in the Address Book.

Address Book

Makes recipients (mailboxes, custom recipients, distribution lists, and public folders) in the directory available to users so they can access information. They can also use the Address Book to address messages. The Address Book can contain one or more address lists.

Container

In the Administrator program, an object that contains other objects. For example, the Recipients container is composed of recipient objects.

Directory

The directory stores all the information available about an organization's resources and users, including mailboxes, public folders, distribution lists, and servers. Other components use the directory to map addresses and route messages. The directory is automatically replicated to all servers in a site, and it can be configured to be replicated automatically to servers in other sites. All recipient objects in the directory are contained in the Address Book, which users can use like a telephone directory. The directory is based on the International Standards Organization (ISO) X.500 specification.

Recipient

An object in the directory that can receive messages and information. Recipients are mailboxes, distribution lists, custom recipients, and public folders.

Raw Object

A unique object that you can create when running the Administrator program in raw mode. A raw object is made up of various schema attributes that you specify.

Public Folder

A folder located on Microsoft Exchange Server computers that facilitates the exchange of all types of information between groups of people in an organization. A public folder can include information, such as messages, spreadsheets, graphics, and voice mail. It can be configured for different types of applications, for example, bulletin boards, discussion forums, or customer tracking systems.

Parent

An object in the Administrator program directory hierarchy that is superior to another object, the child object. For example, the Server container is the parent object of the server object because the server object is in the Server container. Any permissions on the parent object are inherited by the child object.

Raw Directory

A view of the directory that exposes all of the schema attributes that make up individual objects.

Messaging Application Programming Interface (MAPI)

A common interface that Microsoft Outlook components use to access data from the server components. Messaging applications and information services that comply with Messaging Application Programming Interface (MAPI) can be used with Microsoft Exchange Server and Outlook to provide additional functionality.

Directory Schema

(The schema). Defines the structure for information in the directory. The schema defines the rules for structuring information, such as which attributes are associated with which objects and which types of values can be associated with which attributes. The schema also defines the relationship between objects. The directory enforces these rules.

Single-Instance Message

A message that is sent to more than one mailbox on the same server. Microsoft Exchange Server stores one instance of the message in the server's private information store, which reduces disk storage requirements.

Delegate

In Microsoft Outlook, a representative with special permissions to manage mail for another user, send mail for another user, or both. These permissions are granted by the other user or by the administrator.

Public Delegate

A public delegate is a recipient who has authority to receive and send messages on behalf of another mailbox. For example, a sales manager can make an administrative assistant a public delegate so that standard messages can be sent in response to product questions. Because the administrative assistant is a public delegate, it appears as if the manager sent the message.

Auto Reply Message

A message generated by a rule set in an AutoAssistant. The message is automatically sent to another user in the organization. For example, you can create an auto-reply message if you plan to be out of the office for an extended period and want to notify those sending mail of your absence.

Raw Mode

A mode of running the Administrator program that exposes all of the directory schema attributes that make up individual objects.

Event

Any significant occurrence in a system or application. Each event generated by Microsoft Exchange Server is assigned a number from 0 to 5 to describe its significance, with 0 being the most significant and 5 being the least significant.

Add User Or Group

Use the **Add Users And Groups** dialog box to add Windows NT accounts and groups to the list of users with permissions on a particular object.

-  List Names From
-  Names
-  Add Button
-  Members Button
-  Search Button
-  Add Name

List Names From

Displays the domain name. Click the down arrow to display a list of available domains.

Names

Lists the names in the domain selected in the **List Names From** box.

Add Button

Copies the name selected in the **Names** box to the **Add Name** box.

Members Button

Displays the **Local Group Membership** dialog box, which lists the members of the group selected in the **Names** box.

Search Button

Displays the **Find Account** dialog box, which is used to locate the user or group name that you want to grant permissions to.

Add Name

Lists the user and group names that you want to grant permissions to. You can add a name to this list by selecting the name from the **Names** box and choosing **Add**.

Choose **OK** to copy the user and group names to the **Windows NT accounts with permissions** box in the **Permissions** property page.

Local Group Membership

Displays the members of the local group.

 Members of Local Group

 Add Button

 Member Button

Members of Local Group

Lists the members of the group you selected in the **Names** box of the **Add Users and Groups** dialog box.

Add Button

Copies the user names you select to the **Add Names** box on the **Add Users and Groups** dialog box.

Member Button

Displays the **Global Group Membership** dialog box, which lists the members of the group selected in the **Members of Local Group** box.

Find Account

Helps you locate a Windows NT account. You can search all domains or specific domains.

-  Find User Or Group
-  Search Button
-  Search All
-  Search Only In
-  Search Results
-  Add Button

Find User Or Group

Type the user or group name you want to locate and choose **Search**. The **Search Results** dialog box displays the user or group name(s) matching your entry.

Search Button

Starts the search process. **Find Account** searches for the entry you type in the **Find User or Group** box and displays the name(s) matching your entry in the **Search Results** dialog box.

Search All

Choose this option to search all organization domains for the user or group name you specified in the **Find User or Group** box.

Search Only In

Choose this option to search for the user or group name you typed in the **Find User or Group** box only in the domains you select. To select more than one domain, press and hold [Ctrl] while choosing the appropriate domains.

Search Results

Displays the user or group name(s) matching your entry in the **Find User or Group** box.

Add Button

Adds the user or group name selected in the **Search Results** dialog box to the **Add Names** box on the **Add Users and Groups** dialog box.

Details

Displays detailed information about the selected message in a queue.

<u>Option</u>	<u>Description</u>
Originator	The full, distinguished name of the message sender.
MTSID	The unique message ID.
Submit Time	The time that the message was submitted to this message transfer agent (MTA).
Priority	The priority (Low , Normal , or High) of the message.
Size	The size (K) of the message.

Change Priority

Allows you to change the priority of the selected message. You can choose **Low**, **Normal**, or **High**. Messages with **High** priority are transferred first.

New X.400 Connector

Select the type of X.400 connector you want to create. The **Connector Type** box displays the types of connectors you can create based on the installed MTA transport stacks.

Microsoft Exchange Server supports the following X.400 connector types:

-  Eicon X.25
-  TCP/IP
-  TP4

New MTA Transport Stack

Allows you to create a new message transfer agent (MTA) transport stack. You must create an MTA transport stack before attempting to create an X.400 or Dynamic RAS Connector.

 Type

 Server

Type

Select the type of transport stack you want to install. Before creating a connector, you must install the corresponding transport stack. For example, if you want to create an X.400 TP/4 connector, you must first install and configure a TP/4 stack.

Server

Select the server where you want to install the message transfer agent (MTA) transport stack. This server processes all messages from all connectors within the site that reference that stack.

Directory Import Container

Shows a graphical representation of all recipient containers in your site. Select the recipient container where you want to import directory information and create recipients.

Directory Export Container

Shows a graphical representation of all recipient containers in your site. Select the recipient container that you want to export directory information from.

Clean Mailbox

Specify which messages should be deleted from the selected mailbox. Cleaning the mailbox increases space in the server's private information store.

- All messages older than (days)
- All messages greater than (K)
- Sensitivity
- Read items
- Only delete mail messages
- Delete deferred action messages
- Action

All messages older than (days)

Type a value representing days. All messages older than the specified number of days will be deleted.

All messages greater than (K)

Type a value representing kilobytes. All messages larger than the specified number of kilobytes will be deleted.

Sensitivity

Messages can be assigned one of four sensitivity levels. All messages with the selected sensitivity level will be deleted. Select the default sensitivity level that you want to assign to your outgoing mail.

<u>Option</u>	<u>Description</u>
Normal	Leaves the item header blank and sends messages with no sensitivity level.
Personal	Contains nonbusiness information.
Private	Prohibits any recipient from modifying your original message when it is replied to or forwarded.
Confidential	Handles the message according to your organization's policy on confidentiality.

Read items

Delete messages whether or not they have been read.

Select	To
Read Items	Deletes all messages that have been read.
Unread Items	Deletes all messages that have not been read.
Read and Unread Mail	Deletes read and unread messages.

Only delete mail messages

Select to delete only mail messages. Clear to delete mail messages and other messages containing information such as contacts, calendaring, and tasks.

Delete deferred action messages

Select to preserve deferred action messages. Clear to delete all messages in the deferred actions folder. Deferred action messages describe commands that are queued for the e-mail client to perform the next time it logs on to the server. These commands can include copying and moving messages to a personal folder, or rules that delete messages from a personal folder.

Action

Indicate what action should be taken on deleted messages.



Delete Items Immediately deletes all messages that meet the specified criteria.



Move Items to Deleted Items Folder moves deleted messages into the selected user's **Deleted Items** folder. Messages in the **Deleted Items** folder can be retrieved, viewed, and moved to other folders.

Server Browser

The Server Browser shows a graphical representation of the sites in your organization and the servers in each site. This dialog box appears any time you need to indicate a specific Microsoft Exchange Server computer that will be used with a particular task. If you do not see the server you want, double-click a site to expand the list of all servers in that site. Select a server and choose **Select** to use the specified server for the task you are completing.

Containers

The **Containers** dialog box shows a graphical representation of all recipient containers in the site you are currently administering.

Windows NT User Extraction

Exports multiple objects to an import file by reading a list of users from a Windows NT domain.

-  Windows NT Domain
-  Windows NT Domain Controller
-  Output Filename

Windows NT Domain

Select the Windows NT Domain for which you want to extract user data.

Windows NT Domain Controller

Select the name of the primary or backup domain controller for the Windows NT domain you selected (in the **Windows NT Domain** field).

Output Filename

Displays the name of the file containing the extracted data. To specify another output file name, choose **Browse** to display the **Microsoft Exchange Administrator** dialog box. Use the dialog box to select the appropriate output file name.

NetWare User Extraction

Exports multiple objects to an import file by reading a list of users from a NetWare server. The resulting import file can then be used by batch import.

-  NetWare Server Name
-  NetWare User
-  NetWare User Password
-  Output Filename

NetWare Server Name

Type the name of the NetWare server containing the user data you want to extract.

NetWare User

Type your NetWare user name.

NetWare User Password

Type your NetWare user password.

Output Filename

Displays the name of the file containing the extracted data. To specify another output file name, choose **Browse** to display the **Microsoft Exchange Administrator** dialog box. Use the dialog box to select the appropriate output file name.

Modify Age Limits

Use the **Modify Age Limits** dialog box to set an age limit for the replica of a public folder that exists on this public information store, or for all replicas of a public folder that exist throughout your organization. Administrators in other sites can override this by setting an explicit age limit for the public folder replica in the site.

Note If you set an age limit for all public folders in this public information store or for a specific replica, it overrides the age limit you set for all replicas of the selected public folder.

-  Folder display name
-  Items in this folder replica older than have been removed
-  This replica (days)
-  All replicas (days)
-  Age limit for all folders on this information store (days)

Folder Display Name

The display name of the selected folder. This name appears in the Administrator window.

Items in this folder replica older than have been removed

Shows that items in the selected public folder replica that are older than the displayed value (in days) have expired and been deleted.

This Replica (days)

A value (in days) that represents an age limit for the replica of the selected public folder that exists only on this public information store. The age limit you specify here does not affect other replicas of the public folder that exist on other servers in your organization.

All Replicas (days)

A value (in days) that represents an age limit for all replicas of the selected public folder that exist throughout your organization.

Age limit for all folders on this information store (days)

An age limit for messages in this public folder replica. Because age limits can be set on all folders, on all replicas, and on specific replicas, the effective age limit provides an easy way for you to see the age limit that is currently in effect for this public folder replica.

Primary Windows NT Account

Select the Windows NT account representing the user who will be the primary user of this mailbox on a day-to-day basis. When you make a Windows NT account the primary Windows NT account, it is automatically given mailbox owner permissions, which provides rights to log on to a mailbox and use it to send and receive messages.

-  Select an Existing Windows NT Account
-  Create a New Windows NT Account

Select an Existing Windows NT Account

Opens the **Add User or Group** dialog box where you can select or type the domain and name of an existing Windows NT account.

Create a New Windows NT Account

Opens the **Create Windows NT Account** dialog box where you can choose an existing Windows NT domain and type the name of the Windows NT account you wish to create. To create a new Windows NT account, you must be a domain administrator in the selected domain.

Create Windows NT Account

Creates a new Windows NT account that will be the Primary Windows NT account for the mailbox you are currently configuring.



In the **NT Domain** box, choose an existing Windows NT domain.



In the **Account Name** box, type the name of the Windows NT account you wish to create. To create a new Windows NT account, you must be a domain administrator in the selected domain.

About Microsoft Exchange Administrator

Displays version and copyright information for your Microsoft Exchange Server Administrator software.

Choose **System Info** to display the **Windows NT Diagnostics** dialog box.

New Site Connector

Enter the name of a server in the target site. You must be able to establish a connection to the specified server. Microsoft Exchange Server uses information obtained from the remote server to correctly configure the site connector.

You must have administrative rights in the site you are attempting to connect to. In addition, if the remote site is on a different Windows NT domain, you must have Windows NT administrative rights in that domain.

Separators

Separators are used to distinguish different types of information in the file. Specify the separators that are used in the file you are importing or exporting. There are three types of separators:

- Column
- Quote
- Property

Column

The first line of every import or export file contains column headings describing the information contained in the file. These headings are separated by the column separator. All subsequent lines of the file use the column separator to separate the supplied data fields. You can choose a comma, semicolon, tab, or space.

Quote

Use the quote separator for fields that contain the column separator character. For example, if a recipient's display name is Williams, Adele, you would enclose the field in quotes to indicate that the comma is not intended to be treated as a column separator. For example, "Williams, Adele". You can choose a single quote (') or a double quote (").

Property

Use the property separator for fields with multivalued properties. For example, the **Members** field of a distribution list might contain the names of multiple recipients. In an import file, the **Members** field might appear as follows:

adelew%alig%annd%aprilc%billl%chiaras.

You can choose any of the following characters for the property separator:

!, #, \$, %, &, *, @.

Custom Recipient E-Mail Address

Allows you to modify the existing e-mail address for this custom recipient, or create an e-mail address of a different type.

 [Modify Existing E-Mail Address](#)

 [Create New E-Mail Address](#)

Modify Existing E-Mail Address

Choose this option if you want to modify this custom recipient's existing e-mail address.

Create New E-Mail Address

Choose this option if you want to create another type of e-mail address for this custom recipient.

Check Box Control

Creates a check-box control in a template.

 X Coordinate

 Y Coordinate

 Width

 Height

 Field

 Text

Edit Control

Creates an Edit Control in a template.

-  X Coordinate
-  Y Coordinate
-  Width
-  Height
-  Field
-  Length
-  Multiline

Group Box Control

Creates a group box in a template. Use a group box to group related controls and fields on a template.

 X Coordinate

 Y Coordinate

 Width

 Height

 Text

Label Control

Creates a label in a template. Labels are text fields that typically identify another control or field.

-  X Coordinate
-  Y Coordinate
-  Width
-  Height
-  Text

List Box Control

Creates a list box in a template.

-  X Coordinate
-  Y Coordinate
-  Width
-  Height
-  Field
-  Display Horizontal Scroll Bar
-  Display Vertical Scroll Bar

Multi-Valued List Box Control/Multi-Valued Drop Down Control

Creates a multi-valued list box or a multi-valued drop-down control in a template.

-  X Coordinate
-  Y Coordinate
-  Width
-  Height
-  Field

Page Break Control

Creates a page break in a template. Use a page break if you want the resulting template dialog box to have multiple tabbed pages.



Text



Help Context

Attribute Editor Selection

Allows you to choose the editor you want to use to view or modify a particular raw attribute. Certain attributes can be modified based on their text value, or using a more graphical editor. For example, attributes that represent scheduled events can generally be viewed or modified either in text format, or using a graphical schedule page.

Incoming Template Mapping

Maps a string from an incoming Microsoft Mail 3.x directory template to a corresponding Microsoft Exchange Server attribute. For example, you can map the Microsoft Mail phone template field to the recipient Office Telephone attribute.

 Map the String

 To the Attribute

Map the String

Select the incoming Microsoft Mail string you want to map.

To the Attribute

Select the Microsoft Exchange attribute to which you want to map the incoming Microsoft Mail string.

Outgoing Template Mapping

Maps a Microsoft Exchange Server attribute to a corresponding Microsoft Mail 3.x string. For example, you can map the Microsoft Mail phone template field to the recipient Office Telephone attribute.

Maps a Microsoft Exchange Server directory recipient attribute to outgoing Microsoft Mail-compatible template information. For example, you can map the Microsoft Exchange Office Telephone recipient attribute to the Microsoft Mail phone template field.

 Map the Attribute

 To the String

Map the Attribute

Select the outgoing Microsoft Exchange attribute you want to map.

To the String

Select the Microsoft Mail string to which you want to map the outgoing Microsoft Exchange attribute.

Link Monitor Window

Displays the condition of monitored links. Each line in the display represents one connection. You can sort the display using the column heading buttons. You can also change the width of the columns to make the display easier to read.

<u>Column</u>	<u>Description</u>
Icon	Represents the link status.  Up  Down  Warning state  Not yet monitored
Server	Server to which the ping message was sent and from which it is expected to be returned.
Last Measurement	Time that the last ping message was sent from the sending server. Displayed in local time.
Last Change	Time that the status of the link changed. Displayed in local time.
Last Time	Time that the status of the link changed. Displayed in local time.
<u>Comment</u>	Condition of the link between the sending and destination server as measured by the round-trip time of a ping message sent between them.

Server Monitors Window

Displays one line for each server being monitored. The status of the server, as represented by the icon, reflects the status of all server components. If any component is down, the server is considered to be down.

Column	Description
Icon	Condition of all components of the server.  Up  Down  Warning state  Not yet monitored
Server	The server being monitored.
Last measure	Time the last remote procedure call (RPC) was sent, displayed in local time.
Last change	Time the condition of any component of the server changed.

Comments

Comments describe the status of the link based on bounce thresholds set in the configuration.

<u>Comment</u>	<u>Description</u>
The link is operational.	The ping message was returned in less than or equal to the time specified in the bounce threshold.
Bounced mail took (time).	The last ping message was returned, but the bounce time exceeded the warning threshold on the link property page. The value shows the actual elapsed time.
A message was due on (time).	The last ping message sent has not yet returned, and the elapsed time has already exceeded the warning threshold.
Not monitored yet.	No ping messages have been returned and any sent are not yet late.

Help Finder Dialog Box

Confirm Stop Command

Verify that you want to stop the selected service.

Columns

For property pages that display information in columns, the **Columns** dialog box allows you to select the columns you want to view, and customize the width and order of the selected columns.

<u>Options</u>	<u>Description</u>
Available columns	Lists the column names displayed in the information store status property pages.
Add	Adds a column to the Show the following columns box.
Remove	Removes a column from the Show the following columns box.
Move Up	Moves a column name up one position in the Show the following columns box.
Move Down	Moves a column name down one position in the Show the following columns box.
Reset	Moves default column names into the Show the following columns box.
Width	Displays the column width in pixels. Type a value (in pixels) in the Width box to change the column width.

Custom Attributes

When searching for a recipient, you can use any previously defined custom attributes as your search criteria. Any recipients with a matching value in the specified custom attribute field will be found.

Find Recipients

Lets you search for recipients anywhere in your organization based on a variety of criteria. You can double-click any recipients found by the search to view the complete set of properties for that recipient.

-  [Look In](#)
-  [Find Recipients Containing](#)
-  [Find Now Button](#)
-  [Custom Button](#)
-  [New Search Button](#)

Look In

Displays the container in which the current search will be conducted. Choose **Container** to open the **Find Container** dialog box where you can choose a specific recipient container in which to conduct your search.

Find Recipients Containing

Enter information in any of the fields provided. Only those recipients with matching information in the corresponding fields will be returned by the search.

Find Now Button

Searches based on the current search criteria.

Custom Button

Allows you to search for recipients based on any previously defined custom attributes.

New Search Button

Clears all previously set search criteria so you can conduct a new search.

Find Container

Displays a graphical representation of all recipient containers in your organization. Select the recipient container in which you want to conduct your search.

New Information Store

Allows you to create either a new public or private information store on servers where the selected information store type does not currently exist.

 Information Store Type

 Server

Information Store Type

Choose **Public** to create a new public information store or **Private** to create a new private information store.

Server

Choose the server on which you want to create the new public or private information store.

New Notification

Provides a list from which you choose a notification type.

Launch a Process

Mail Message

Windows NT Alert

Escalation Editor

Allows you to specify the time delay of the notification process and the notification state (warning or alert). You must indicate the notification destination.

Launch Process

Mail Message

Windows NT Alert

Escalation Editor (Launch Process)

Use the **Escalation Editor** dialog box to configure notification applications such as a fax application that alerts users who are not logged on to the network.

-  Time delay
-  Alert only
-  Test button
-  File button
-  Launch process
-  Command line parameters
-  Append notification text to parameter list

Time delay

Type the amount of time after the monitor enters an alert state or a warning state that you want the notification process to start. Select either **Seconds**, **Minutes**, or **Hours**. The default is 15 minutes.

Alert only

Select to send notification only if the monitor is in an alert state. Clear to send notification if the monitor is in both the warning state and the alert state.

Test button

Verify that the process works as expected.

Launch process

Displays the name of the file selected to start the notification process.

Command line parameters

Type special command-line parameters if appropriate.

File button

Select a file name. This name appears in the **Launch process** box.

Append notification text to parameter list

Select to attach the standard notification text to the parameters list specified in the **Command line parameters** box. Clear to avoid attaching any text to the parameter list.

Escalation Editor (Mail Message)

You can use mail messages to alert a specified recipient when a problem occurs. This type of notification is useful for historical tracking and roving users.

-  Time delay
-  Alert only
-  Test button
-  Mailbox to notify
-  Recipient button

Mailbox to notify

Displays the recipient chosen in the **Recipients** dialog box.

Recipient button

Select a name from a list of recipients. This name appears in the **Mailbox to notify** box.

Escalation Editor (Windows NT Alert)

You can use network alerts to send an alert message to a computer. However, an alert message cannot be delivered if the computer is not turned on, if no one is currently logged on to the computer, or if the messaging service is not running. This type of notification is best for monitoring users on the same local area network (LAN) as the monitor.

-  Time delay
-  Alert only
-  Test button
-  Computer to alert

Computer to alert

Type the name of the computer to receive the alert message.

Don't Tell Me Again

Controls whether this message box appears again.

New Directory Replication Connector

Creates a new directory replication connector, which describes a relationship between two Microsoft Exchange Server sites that share directory information. Before creating a directory replication connector, be sure that messages can be sent between the two sites (using either a Site Connector, Dynamic RAS Connector, or X.400 Connector).

-  Remote Site Name
-  Server in Remote Site
-  Is the Remote Site Available on This Network?

Remote Site Name

Type the name of the Microsoft Exchange Server site that you intend to replicate directory information with.

Server in Remote Site

Type the name of a server in the remote site.

Is the Remote Site Available on This Network?

Indicate whether the remote site is located on the same physical network as your site.



No

The remote site is not on the same network. You must manually create and configure a directory replication connector in the remote site.



Yes

The remote site is on the same network. You have the option of creating and configuring directory replication connectors in both the local and remote sites concurrently.



Configure Both Sites

If you chose **Yes**, select this box if you want to create and configure a directory replication connector in the remote site now.

SMTP Properties

Use the **SMTP Properties Address** property page to create or edit partial e-mail addresses for this site. Partial e-mail addresses contain site-specific addressing information and are used by various address generators when e-mail addresses are created for Microsoft Exchange Server recipients.

 Type

 Address

X.400 Properties

Use the **X.400 Properties Address** property page to create or edit partial e-mail addresses for this site. Partial e-mail addresses contain site-specific addressing information and are used by various address generators when e-mail addresses are created for Microsoft Exchange Server recipients.

-  [Organization units \(ou\)](#)
-  [Private management domain name \(p\)](#)
-  [Administrative management domain name \(a\)](#)
-  [Country \(c\)](#)

New E-Mail Address

Use **New E-Mail Address** to create an e-mail address for a Microsoft Exchange Server custom recipient, mailbox, or distribution list. The list varies depending on the connectors and gateways that have been installed. Select the type of entry you want to create, and then choose **OK**.

General (Microsoft Mail Address Properties)

Creates a Microsoft Mail e-mail address when you want to add an address that identifies a recipient to Microsoft Mail for PC Networks.

-  Network Name
-  Postoffice Name
-  Mailbox Name

Network Name

Type the network name for this postoffice.

Postoffice Name

Type the name of the postoffice where the recipient resides.

Mailbox Name

Type the address that will be used to identify this recipient to a Microsoft Mail (PC) network.

General (Internet Address Properties)

Type the new Internet mail address for the custom recipient and choose **OK**.

General (X.400 Address Properties)

Use the **General** property page to specify the X.400 address properties for the new custom recipient.

-  Given name (g)
-  Surname (s)
-  Initials (i)
-  Generation qual (g)
-  Common name (cn)
-  Organization (o)
-  Organizational units (ou)
-  PRMD (p)
-  ADMD (a)
-  Country (c)

Country (c)

Select (or type) the country name for the X.400 address.

ADMD (a)

Type the administrative management domain name.

PRMD (p)

Type the private management domain name.

Organizational units (ou)

In the **Organizational Units** boxes (OU1 to OU4), type the X.400 address attributes (up to 32 alphanumeric characters), if any, required to identify the custom recipient.

Organization (o)

Type the organization name (up to 64 alphanumeric characters) in which the X.400 recipient is to be located.

Common name (cn)

Type the common name for the X.400 recipient, if appropriate.

Generation qual (q)

Type the generation qualifier for the X.400 recipient.

Initials (i)

Type the initials for the X.400 recipient.

Surname (s)

Type the last name of the X.400 recipient.

Given name (g)

Type the first name of the X.400 recipient.

Address (Other Address Properties)

Use this dialog box to specify the e-mail address and type for the new custom recipient.

 E-mail address

 E-mail type

E-mail type

Specify which type of e-mail address you entered in the **E-mail address** box.

E-mail address

Type the e-mail address for the new custom recipient.

Auto Naming (Options)

Use Auto Naming Options to control the way display and alias names for mailboxes and custom recipients are automatically generated. When you create a new mailbox or custom recipient and type in the recipient's first name, initials, and last name, the display and alias names are automatically created based on the auto naming options you select.

Use any of the following variables or characters when setting up display and alias name generation:

<u>Use this</u>	<u>To put this in the Display or Alias Name box</u>
%First	All text from the First Name box
%Last	All text from the Last Name box
%Initials	All text from the Last Name box
,	A comma
.	A period

You can also use a numerical value to indicate how many characters from the **First Name**, **Last Name**, or **Initials** boxes should be used. For example, %1Initial takes only the first character from the **Initials** box. Similarly, %2First takes the first 2 characters from the **First Name** box.

 [Display Name Generation](#)

 [Alias Name Generation](#)

Display Name Generation

Choose the method for automatic display name generation.

<u>Option</u>	<u>Description</u>	<u>Example</u>
None	Disables automatic display name generation.	--
First last	Creates a display name based on the First Name and Last Name boxes.	Ali Gobi
Last, first	Creates a display name based on the Last Name and First Name boxes, and separates the names with a comma.	Gobi, Ali
First initials last	Creates a display name based on the First Name , Initials (first character only, followed by a period), and Last Name boxes.	Ali H. Gobi
Custom	Allows you to enter any combination of the available variables and characters to create a custom display name.	--

Alias Name Generation

Choose the method for automatic alias name generation.

<u>Option</u>	<u>Description</u>	<u>Example</u>
None	Disables automatic alias name generation.	--
First name and last initial	Creates an alias name based on the first name and first character of the last name.	AliG
First initial and last name	Creates an alias name based on the first character of the first name and the entire last name.	AGobi
First initials last	Creates an alias name based on the first character of the first name, initials, and last name.	AHG
Custom	Allows you to enter any combination of the available variables and characters to create a custom alias name.	--

File Format (Options)

Specifies the separators and the character set used in comma-separated value (.csv) files generated by choosing the **Save Window Contents** command on the **File** menu.

Note The **File Format** property page contains options that are also used as the defaults for directory import and export. However, you can override the default values when using the **Directory Import** and **Directory Export** commands.

Permissions (Options)

You can customize the way **Permissions** property pages are displayed throughout the Administrator program.

- Default Windows NT Domain
- Show Permissions Page for All Objects
- Display Rights for Roles on Permissions Page
- Delete Primary Windows NT Account When Deleting Mailbox
- Try to Find Matching Windows NT Account When Creating Mailbox

Default Windows NT Domain

Choose a default domain from the drop-down list. This domain will be selected by default any time you want to add a user to the list of users with permissions on a particular object.

The domain you enter here is used to validate accounts.

Warning Be sure that the domain you enter can be authenticated by the domain in which your service account is located.

Show Permissions Page for All Objects

By default, **Permissions** property pages are hidden. Choose this option to display **Permissions** property pages for all objects that have one.

Display Rights for Roles on Permissions Page

When checked, displays the list of rights on the **Permissions** property page. Roles are sets of rights that define how much and what type of access a user or group has.

Delete Primary Windows NT Account When Deleting Mailbox

When checked, deletes the associated Windows NT account when a mailbox is deleted.

Try to Find Matching Windows NT Account When Creating Mailbox

When selected, matches the associated Windows NT account, if any, with a new mailbox.

Show Permissions pages for all objects

By default, **Permissions** property pages are hidden. To display **Permissions** property pages for all objects, use the **Options** command on the **Tools** menu, and then select the **Permissions** tab. Select the **Show Permissions page for all objects** check box.

Modify Mailbox Manager

Use Modify Mailbox Manager to specify or change the manager for the selected mailbox. The manager can be a mailbox or a custom recipient.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Select an Internet News Administrator

Use this dialog box to specify or change the Internet news administrator for the newsfeed.
The Internet news administrator can be a mailbox or a custom recipient.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Modify Mailbox Direct Reports

Use Modify Mailbox Direct Reports to add or remove names from the list of people who report to the selected recipient's manager. Direct reports can be mailboxes or custom recipients.

-  Show Names From The
-  Type Name or Select From List
-  Add Button
-  Direct Reports
-  Properties Button
-  Find Button

Direct Reports

Lists the mailbox and custom recipient names for the employees who report to the selected recipient's manager.

Modify Authorized Originators

Use the **Modify Authorized Originators** dialog box to select, from a particular address book, the mailboxes, distribution lists, custom recipients, and mailbox agents from which you will accept messages.

-  Show Names From The
-  Type Name or Select From List
-  Add Button
-  Accept Messages From
-  Properties Button
-  Find Button

Accept Messages From

Lists the mailboxes, distribution lists, custom recipients, and mailbox agents in the Address Book (selected in the **Show Names from the** box) from which you will accept messages. Only those names that appear on this list can send the recipient messages. If you want every entity in the Address Book to be able to send the current recipient messages, leave this list blank.

Modify Unauthorized Originators

Use the **Modify Unauthorized Originators** dialog box to select, from a particular address book, the mailboxes, distribution lists, custom recipients, and mailbox agents from which you will not accept messages.

-  Show Names From The
-  Type Name or Select From List
-  Add Button
-  Reject Messages From
-  Properties Button
-  Find Button

Reject Messages From

Lists the mailboxes, distribution lists, custom recipients, and mailbox agents in the address book (selected in the **Show Names from the** box) from which you will not accept messages.

Modify Send-on-Behalf-of Permission

Use the **Modify Send-on-Behalf-of Permission** dialog box to specify or change the mailbox users who can send messages on behalf of the selected mailbox user.

-  Show Names From The
-  Type Name or Select From List
-  Add Button
-  Give Send On Behalf Permissions to
-  Properties Button
-  Find Button

Give Send On Behalf Permissions to

Lists the mailbox users in the Address Book (selected in the **Show Names from the** box) who can send messages on behalf of the selected user. Please note that only those mailbox names appearing on this list can send messages on behalf of the selected mailbox. If you want every mailbox in the Address Book to be able to send messages on behalf of the current mailbox, leave this list blank.

Modify Alternate Recipient

Use the **Modify Alternate Recipient** dialog box to select an alternate recipient for the selected mailbox user. An alternate recipient can be a mailbox, distribution list, custom recipient, or mailbox agent.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Modify Distribution List Owner

Use the **Modify Distribution List Owner** dialog box to change or specify the owner (administrator) of the selected distribution list. A distribution list owner can add names to, or delete names from the list.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Modify Distribution List Members

Use the **Modify Distribution List Members** dialog box to add or remove members from the selected distribution list.

-  Show Names From The
-  Type Name or Select From List
-  Add Button
-  Distribution List Members
-  Properties Button
-  Find Button

Distribution List Members

Lists the members selected for the distribution list. Distribution list members can be mailboxes, mailbox agents, custom recipients, and other distribution lists.

Modify Distribution List Membership

Use the **Modify Distribution List Membership** dialog box to select the distribution list(s) to which you want to add the current mailbox user as a member.

-  Show Names From The
-  Type Name or Select From List
-  Add Button
-  Properties Button
-  Find Button

Modify Monitored Recipients - Subject or Body Returned

Use the **Modify Monitored Recipients - Subject or Body Returned** dialog box to select the recipients in other organizations or foreign systems that will receive ping messages sent by this link monitor that you know should be returned as non-deliverable.

-  Show Names From The
-  Type Name or Select From List
-  Add Button
-  Message subject or body returned
-  Properties Button
-  Find Button

Message subject or body returned

Lists the recipients selected from the Address Book (selected in the **Show Names from the** box) that will receive ping messages sent by the link monitor. Recipients in other organizations or foreign systems are represented as custom recipients in Microsoft Exchange Server.

Modify Monitored Recipients - Subject Returned

Use the **Modify Monitored Recipients - Subject Returned** dialog box to select the recipients in other organizations or foreign systems that will receive ping messages sent by this link monitor that you know are deliverable.

-  Show Names From The
-  Type Name or Select From List
-  Add Button
-  Message subject returned from
-  Properties Button
-  Find Button

Message subject returned from

Lists the recipients selected from the Address Book (selected in the **Show Names from the** box) that will receive ping messages sent by the link monitor. Recipients in other organizations or foreign systems are represented as custom recipients in Microsoft Exchange Server.

Choose Notification Recipient

Use the **Choose Notification Recipient** dialog box to choose the mailbox recipient to notify when the server is in warning or alert state. The name you select appears in the **Mailbox to notify** box on the **Notification** property page.

-  [Show Names From The](#)
-  [Type Name or Select From List](#)
-  [Properties Button](#)
-  [Find Button](#)

New Requestor

You can set up Microsoft Exchange Server as a directory synchronization (dirsync) requestor to one MS Mail (PC) directory synchronization server. The dirsync requestor functions similarly to an MS Mail directory requestor. Address list updates are sent from the dirsync requestor to the MS Mail (PC) directory server. The MS Mail (PC) directory server compiles a master list of all recent changes to the global address list and sends it to the Microsoft Exchange Server dirsync requestor. The new entries are added to the Microsoft Exchange Server global address list.

Choose Directory Synchronization Requestor Address

Use the **Choose Directory Synchronization Requestor Address** dialog box to select the address for the dirsync server. The dirsync address must be a custom recipient.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Choose Local Dirsync Administrator

Use the **Choose Local Dirsync Administrator** dialog box to select the mailbox user, public folder, or distribution list that will receive directory exchange status and error messages.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Choose Remote Dirsync Requestor Address

Use the **Choose Remote Dirsync Requestor Address** dialog box to select the appropriate custom recipient for the remote dirsync requestor.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Choose Mailbox for Recipient Template

Use the **Choose Mailbox for Recipient Template** dialog box to select the mailbox, custom recipient, or distribution list to use as the template when importing new recipients of the same type.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Administrator's Mailbox (Microsoft Mail Connector)

Select the recipient in your organization that will receive connector administrative messages. You can select a mailbox, public folder, distribution list, or custom recipient.

-  [Show Names From The](#)
-  [Type Name or Select From List](#)
-  [Properties Button](#)
-  [Find Button](#)

Modify - Not allowed to create

Use the **Modify - Not allowed to create** dialog box to specify which mailboxes, distribution lists, custom recipients, and mailbox agents in each Address Book will not be allowed to create top-level public folders on the information store site.

-  Show Names From The
-  Type Name or Select From List
-  Add Button
-  Not allowed to create top level folders
-  Properties Button
-  Find Button

Not allowed to create top level folders

Lists the mailboxes, distribution lists, custom recipients, and mailbox agents not allowed to create top-level public folders on the information store site.

Modify - Allowed to create

Use the **Modify - Allowed to create** dialog box to specify which mailboxes, distribution lists, custom recipients, and mailbox agents in each Address Book will be allowed to create top-level public folders on the information store site.

-  Show Names From The
-  Type Name or Select From List
-  Add Button
-  Allowed to create top level folders
-  Properties Button
-  Find Button

Allowed to create top level folders

Lists the mailboxes, distribution lists, custom recipients, and mailbox agents allowed to create top-level public folders on the information store site. Only those names appearing on this list will be allowed to create top level folders. If you want all users to be able to create top level folders, leave this list blank.

Offline Address Book Container

Use the **Offline Address Book Container** dialog box to select the recipient's container you want to use to generate the Offline Address Book. Typically, you should use the Global Address List container, which includes a consolidated set of all recipients from all the recipient containers in replicated sites throughout your organization.

When you generate an Offline Address Book, the contents of the container that you choose are converted to a data file and stored in a hidden public folder. When the client downloads the Offline Address Book, the data file is used as the information source.

Public Folder Container

Displays the location of the public folder in the site hierarchy. The Public Folder container is the receptacle for all public folders. You can specify where (under which directory object) you want to store public folders.

Routing Details

Use the **Routing Details** dialog box to view site addresses and their corresponding connectors. You can also see the address type and the cost of connecting to that address.

-  Type
-  Cost
-  Address
-  Remote connectors (hops)

Remote Connectors (hops)

Shows the connectors used to route the message.

Address

Shows the address where the message will be sent.

Cost

Shows the cost of sending a message to this site.

Type

Indicates the type of address space.

Key Management Server Administrators

Use the **Key Management Server Administrators** dialog box to assign or remove permissions for key management server administrators. You can also change the password that enables access to the **Key Management Server Administrators** dialog box.

-  Windows NT accounts with permissions to administer the Key Management server
-  Change Password Button
-  Add Administrators Button
-  Remove Administrators Button

Windows NT accounts with permissions to administer the Key Management server

Lists the Windows NT account names with access rights to the Key Management server (KM server).

Change Password Button

Displays the **Change the Password For The Key Management Server** dialog box. Use this dialog box to change the password that enables access to the **Key Management Server Administrators** dialog box.

Add Administrators Button

Displays the **Add Users** dialog box. Use this dialog box to select the administrators to which you want to give permissions.

Remove Administrators Button

Removes the selected administrator from the list of **Windows NT accounts with permissions to administer the Key Management server.**

Add Users

Use the **Add Users** dialog box to select the users to which you want to assign administrator permissions.

-  List Names From
-  Names
-  Add Names
-  Add Button
-  Members Button
-  Search Button

List Names From

Select the domain containing the user(s) to which you want to assign administrator permissions.

Names

Lists the user names from the domain selected in the **List Names From** box.

Add Names

Lists the user names you selected from the **Names** display. When you choose **OK** the selected user names are copied to **Windows NT accounts with permissions to administer the Key Management server** on the **Key Management Server Administrators** dialog box.

Add Button

Moves the selected user name from the **Names** box to the **Add Names** box.

Members Button

Displays the **Global Group Membership** dialog box. Use the dialog box to view the members (by user name) in a group.

Search Button

Displays the **Find Account** dialog box. Use this dialog box to locate a specific user or group name in a domain.

Global Group Membership

List the members of the global group you selected.

 Members of "group name"

Members of "group name"

List the user names of the members in the group you selected.

Change Priority

Use the **Change Priority** dialog box to change the priority of a message in the message transfer agent (MTA) queue.

 High

 Normal

 Low

High

Selecting this option gives the message priority in the MTA queue over **Normal** and **Low** priority messages.

Normal

Selecting this option gives the message priority in the MTA queue over **Low** priority messages; however, **High** priority messages are handled first.

Low

Selecting this option means the message is handled (in the MTA queue) after **Normal** and **High** priority messages.

Client Permissions

Defines the extent to which users can work with items in a folder. You can grant permissions to new users or modify permissions for existing users.

Note To edit or delete items in a public folder or to view the names of other folder users, you must have Owner permission in that folder.

-  [Name/Role](#)
-  [Add Button](#)
-  [Remove Button](#)
-  [Properties Button](#)
-  [Roles](#)
-  [Create Items](#)
-  [Read Items](#)
-  [Create subfolders](#)
-  [Folder owner](#)
-  [Folder contact](#)
-  [Folder visible](#)
-  [Edit Items](#)
-  [Delete Items](#)

Name/Role

Displays user names and their respective role.

Users can view only their own access permissions. If you are an individual user, your name is displayed; if you are a member of a distribution list, the distribution list name is displayed; if you are an undefined user, the default permission is displayed.

Add Button

Opens the **Add Users** dialog box, where you can select the user, distribution list, or public folder name to add to the **Name/Role** box.

Remove Button

Removes the selected name from the **Name/Role** box.

Properties Button

Displays information about the selected user.

Roles

Roles are sets of permissions that define the access users have to a folder. Choose a role for the name selected in the **Name/Role** box. If you modify the standard permissions, the **Custom** role appears.

<u>Role</u>	<u>Description</u>
Owner	Grants users all permissions in the folder.
Publishing Editor	Grants users permission to create items, read items, edit and delete items, and create subfolders.
Editor	Grants users permission to create items, read items, and edit and delete items.
Publishing Author	Grants users permission to create items, read items, edit and delete their own items, and create subfolders.
Author	Grants users permission to create items, read items, and edit and delete their own items.
Nonediting Author	Grants users permission to create items, read items, and delete their own items.
Reviewer	Grants users permission to read items.
Contributor	Grants users permission to create items.
None	Does not grant users permissions in the folder. Use this as the default permission when you want to limit the folder's audience to the users you add in the Name/Role box.

Create Items

Grants users permission to create new items in the folder.

Read Items

Grants users permission to read items in the folder.

Create subfolders

Grants users permission to create subfolders within the folder.

Folder owner

Grants users folder owner status. Folder owners have all permissions in the folder.

Folder contact

Grants the user folder contact status. Folder contacts receive notifications from the folder such as replication conflict messages, and requests from users for additional permissions or other changes to the folder.

Folder visible

Grants users permission to view this folder in the public folder hierarchy.

Edit Items

Select one of the following options.

Option	Description
None	Prevents users from editing any item.
Own	Grants users permission to edit their own items.
All	Grants users permissions to edit all items.

Delete Items

Select one of the following options.

Option	Description
None	Prevents users from deleting any item.
Own	Grants users permission to delete their own items.
All	Grants users permissions to delete any item.

Custom Recipient E-Mail Address

Use the **Custom Recipient E-Mail Address** dialog box to specify whether you want to modify the existing e-mail address or create a new one.

 Modify existing e-mail address

 Create new e-mail address

Modify existing e-mail address

Select this option to display the **Internet Address Properties** dialog box. Use this dialog box to make changes to the existing e-mail address.

Create new e-mail address

Select this option to display the **New E-mail Address** dialog box. Use this dialog box to specify a new e-mail address.

NT Security Descriptor

Use the **NT Security Descriptor** dialog box to specify the rights that users or groups have on the mailbox you selected.

You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on an object. This dialog box provides various default roles.

-  NT Accounts With Permissions
-  Add Button
-  Remove Button
-  Roles
-  Rights

Rights

The following table lists the rights you can use to define roles.

This right	Gives the associated account rights to
Add Child	Create objects subordinate to this object.
Modify User Attributes	Modify the User attributes associated with an object.
Modify Admin Attributes	Modify the Administrator attributes associated with an object.
Delete	Delete an object.
Send As	Send messages as a mailbox. This is different from Send On Behalf Of permissions because the person receiving the message can't tell that the message has been sent by someone else.
Mailbox Owner	Log on to a mailbox and use it to send and receive messages.
Logon Rights	Log on to any server in the site using the Administrator program.
Replication	Replicate directory information with other servers.
Modify Permissions	Change permissions on this object.

Containers

Shows a graphical representation of all recipients containers in your site. Select the recipients container where the mailbox will be located.

Containers

Shows a graphical representation of all recipients containers in your site. Select the recipients container where the custom recipient will be located.

Do you want to delete?

Choose the appropriate button to delete the selection(s). You can cancel the delete process by choosing **No**.

Yes Button

Yes To All Button

No Button

Yes Button

Deletes the current selection.

Yes To All Button

Deletes all selected objects.

No Button

Cancels the delete process and closes the **Do you want to delete?** dialog box.

Select Control Type

Select the type of control you want to create in the current template. You can choose any of the following controls.

Control	Function
Label	Text label. Typically used to describe an adjacent control.
Edit	Editable field. Typically used for text entry.
Page Break	Creates a new property tab in a tabbed dialog box.
Group Box	Defines a set of controls that are bounded by a box.
Check Box	Creates a check-box control. Use a check box to let the user turn options on or off.
List Box	In a dialog box, a type of box that lists available choices, for example, a list of all files in a directory. If all the choices do not fit in the list box, there is a scroll bar.
Multi-Valued List Box Control	Creates a multi-valued list box.
Multi-Valued Drop Down	Creates a multi-valued drop-down control.

Global Group Membership

Use the **Global Group Membership** dialog box to view the members of the global group you selected. You can also select the group members to which you want to grant permissions.

 Group members

 Add Button

Group members

Lists the members of the global group.

Add Button

Adds the names you select to the **Add Names** list in the **Add Users and Groups** dialog box.

Replica Link (Reps - To/From)

Displays replica link information.

Warning Contact [Product Support Services](#) before modifying information in [raw mode](#).

General (Connected Site)

Use the **General** property page to specify the organization and site name for the connector.

 Organization

 Site

Organization

Displays your organization name. If necessary, you can change the name.

Site

Type a name for the new connected site.

Routing Address (Connected Site)

Use the **Routing Address** property page to specify the address type, address, and connection cost for the new Internet mail or X.400 Connector.

Internet Mail Service Routing Address

-  Type
-  Cost
-  Address

X.400 Connector Routing Address

-  Organization (o)
-  Organizational units (ou)
-  Org. unit 1 (ou1) - 4 (ou4)
-  Private management domain name (p)
-  Administrative management domain name (a)
-  Country (c)
-  Cost

Type

Specify the address type.

For information on address types, see *Microsoft Exchange Server Operations* and *Microsoft Exchange Server Concepts and Planning*.

Cost

Type a routing cost (0 to 100) for messages transferred using this address.

Routing costs typically range from 1 to 99. The default is 1. If the cost of a route is set to 0, other routes are used only if it fails. If the cost of a route is set to 100, it is used only when all other routes fail.

Address

Type the e-mail address for the site.

You can obtain e-mail address information about the other site using its **Site Addressing** property page. For information and guidelines on e-mail address formats, see *Microsoft Exchange Server Concepts and Planning*.

Restrictions (General Address Space)

Use the **Restrictions** property page to control whether messages from an organization, a site, or a location can travel through the connector. You can prevent a connector from being available by setting options on the **Restrictions** property page.

- Organization
- This site
- This location

Organization

All messages with this type of address can travel through this connector.

This site

Messages with this type of address from this site are sent only through this connector.

This location

Messages with this type of address from this location (server) are sent only through this connector.

Routing Address (Address Space)

Use the **Routing Address** property page to specify the new general address and address type for the remote system.

 Type

 Address

Type

Enter the address type. Microsoft Exchange Server supports these address types:

- Microsoft Mail (PC and AppleTalk)
- Lotus cc:Mail
- Internet mail (SMTP)
- X.400

If third-party gateways are installed, other addresses can also be generated.

Address

Type the general routing address for the remote system. Be sure to indicate the type of address in the **Type** box.

General (X.400 Address Space)

Use the **General** property page to specify the necessary X.400 address information for the remote system.

-  Organization (o)
-  Organizational Units (ou)
-  Private Management Domain Name (p)
-  Administrative Management Domain Name (a)
-  Country (c)
-  Cost

Organization (o)

Type the site name (up to 64 alphanumeric characters) of the remote Microsoft Exchange Server site.

Note You can use a wildcard (the * or ? character) to specify a group of addresses. For example, type P* to specify all entries that begin with the character P, or SITE?? to specify all entries that contain SITE followed by two alphanumeric characters such as SITE01 and SITE9m.

Organizational Units (ou)

In the **Organizational Units** boxes (OU1 to OU4), type the X.400 address attributes (up to 32 alphanumeric characters), if any, required to identify the remote site.

Private Management Domain Name (p)

Type the organization name (up to 16 alphanumeric characters) of the remote Microsoft Exchange server site.

The PRMD is usually the name of your organization or company and is specified by your X.400 service carrier.

Administrative Management Domain Name (a)

Type the ADMD name (up to 16 alphanumeric characters) for the remote site.

The ADMD is usually the name of (and is specified by) your X.400 service carrier. If multiple carriers are used, type a single space in the box.

Country (c)

Select the country where the other site is located.

Cost

Type a routing cost (0 to 100) for messages transferred using this address.

Routing costs typically range from 1 to 99. The default is 1. If the cost of a route is set to 0, other routes are used only if it fails. If the cost of a route is set to 100, it is used only when all other routes fail.

General (MS Mail Address Space)

Use the **General** property page to specify general address information for the remote Microsoft Mail system.

-  Network Name
-  Postoffice Name
-  Mailbox Name
-  Cost

Network Name

Type the network name of the remote Microsoft Mail system.

Postoffice Name

Type the postoffice name on the remote Microsoft Mail system.

Mailbox Name

Type the name of the mailbox in the postoffice on the remote Microsoft Mail system to which you want to connect.

Cost

Type a routing cost (0 to 100) for messages transferred using this address.

Routing costs typically range from 1 to 99. The default is 1. If the cost of a route is set to 0, other routes are used only if it fails. If the cost of a route is set to 100, it is used only when all other routes fail.

General (Internet Address Space)

Use the **General** property page to specify the e-mail domain and routing cost for the remote system.

 E-mail Domain

 Cost

E-mail Domain

Type the name of the e-mail domain that contains the remote system address (specified on the **Routing Address** property page).

Cost

Type a routing cost (0 to 100) for messages transferred using this address.

Routing costs typically range from 1 to 99. The default is 1. If the cost of a route is set to 0, other routes are used only if it fails. If the cost of a route is set to 100, it is used only when all other routes fail.

Directory Update Type

Use the **Directory Update Type** dialog box to specify the type of directory update you want to perform.

- Update only new and modified items
- Refresh all items in the directory

Update only new and modified items

Performs a directory replication update for only those items changed or modified since the last request was made.

Refresh all items in the directory

Causes a new copy of every item for all selected inbound sites to be replicated to the local bridgehead server. This operation may take several hours to complete.

Organization Forms Library Administrator

Creates, replicates, and modifies global forms.

-  Folder Name
-  Language
-  New Button
-  Modify Button
-  Remove Button
-  Permissions Button

Folder Name

Displays the folder name as it appears in the Administrator window and the client folder hierarchy.

Language

Displays the language of the client.

New Button

Displays the Create New Forms Library dialog box, where you define the folder name and language of a new form.

Modify Button

Displays the Modify Forms Library dialog box, where you change the folder name of an existing form.

Remove Button

Deletes the selected form.

Permissions Button

Displays the Forms Library Permissions dialog box, where you modify permissions for specific users.

Create New Forms Library

Allows you to define a new form. In the **Library Folder Name** box, type the name of the new form. From the **Language** drop-down list, choose the new form's language.

When you create an organization forms library, you assign a language to it. By default, foreign language clients logged on to Microsoft Exchange Server will attempt to locate forms in the library that match their language. For that reason, forms that you want to be available to all foreign language clients should be individually localized and saved into all existing foreign language libraries. If there is no language-specific organization forms library, the user defaults to the organization forms library on the server.

Modify Forms Library

Allows you to rename an existing forms library. In the **Library Folder Name** box, type the new name of the form.

Forms Library Permissions

Enables you to control which users can create items and subfolders in the organization forms library.

- Name/Role
- Add Button
- Remove Button
- Properties Button
- Roles
- Create Items
- Read Items
- Create subfolders
- Folder owner
- Folder contact
- Folder visible
- Edit Items
- Delete Items

Distribution List Membership

Displays a list of members in a distribution list and allows you to add or remove members in the list. You cannot modify a distribution list unless you have Owner permission for it.

-  [Distribution List](#)
-  [Members](#)
-  [Add Button](#)
-  [Remove Button](#)
-  [Properties Button](#)

Distribution List

Displays the name of the distribution list.

Members

Displays the current list of names that are included in the distribution list.

Add Button

Displays the **Add Users** dialog box, where you can add additional users to the **Members** list.

Remove Button

Removes the selected user in the **Members** list.

Properties Button

Opens the **Properties** dialog box, where additional information about the selected user in the **Members** list is displayed.

Schedule+ Distribution List

Use the **Schedule+ Distribution List** dialog box to select a Schedule+ distribution list for the Schedule+ Free/Busy Connector. The **Schedule+ Distribution List** dialog box lists all the MS Mail (PC) and PROFS postoffices that are exchanging free and busy information with the current site.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Administrator's Mailbox (Schedule+ Free/Busy Connector)

Use the **Administrator's Mailbox** dialog box to select the mailbox or distribution list to be used for the administrator's mailbox. Mail addressed to the Schedule+ Free/Busy Connector, such as status reports or non-delivery reports (NDRs), is forwarded to this mailbox.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Administrator's Mailbox (Overview)

Some services and connectors allow you to select a mailbox, custom recipient, or distribution list to be used for the administrator's mailbox. Mail addressed to the service or connector, such as status reports or non-delivery reports (NDRs), is forwarded to the administrator's mailbox.

-  [Show Names From The](#)
-  [Type Name or Select From List](#)
-  [Properties Button](#)
-  [Find Button](#)

Add Users

Selects user, distribution list, and public folder names from one or more address lists and adds them to the active list.

-  Show Names from the
-  Type Name or Select from List
-  Add Button
-  Add Users
-  Properties Button
-  Find Button

Show Names from the

Select the address list that contains the names you want.

Type Name or Select from List

Type a name or select one from the list. As you type the letters of the name, the address list scrolls to match the letters that you type.

Add Button

Adds the selected names to the **Add Users** box.

Add Users

Displays the names that you have added. Multiple names are separated with a semicolon (;). When you choose **OK**, these names are added to the Give Send On Behalf Of Permission To list in the **Exchange Server** tab.

Properties Button

Displays details about the selected name.

Find Button

Opens the **Find** dialog box, where you can specify advanced conditions to search for names. When the search is complete, all matching names are displayed in the search results list.

The search options vary according to the selected address list.

Advanced (Internet Address Properties)

Configure advanced options for a custom recipient.

-  Override Internet Mail Service settings for this recipient
-  MIME
-  Message Body
-  Plain Text/UUEncode

Override Internet Mail Service settings for this recipient

Overrides the general settings configured for the Internet Mail Service.

Message Body

Select the format to be used for SMTP messages for this custom recipient.

Plain Text/UUEncode

Specify whether outbound messages with attachments will be encoded using UNIX-to-UNIX Encode (UUENCODE) or UUENCODE with the BinHex option for Macintosh files.

MIME

Specifies whether outbound messages with attachments will be encoded using Multipurpose Internet Mail Extensions (MIME).

Internet Mail Service Has Been Installed on This Cluster Node

The Internet Mail Service has been installed on this cluster node.

You must now run Microsoft Exchange Server Setup on all other nodes in the cluster. When you run Setup, choose **Update Node** to complete the installation of Internet Mail Service on each node.

Internet News Service Has Been Installed on This Cluster Node

The Internet News Service has been installed on this cluster node.

You must now run Microsoft Exchange Server Setup on all other nodes in the cluster. When you run Setup, choose **Update Node** to complete the installation of Internet News Service on each node.

Service Account Password Has Been Changed

The service account password has been changed on this clustered server. To enable each Microsoft Exchange Server service to start properly on each of the secondary nodes, you must change the password associated with each service.

1. Go to the Control Panel on the secondary node and choose **Services**.
2. Choose a service, and then choose **Startup**.
3. Under **Log On As**, select the service account and type the new password.
4. Repeat steps 2 and 3 for each service.

General (Directory Replication Connector)

Overview

Use the directory replication connector **General** property page to establish local and remote bridgehead servers. You can also add an administrative note.

 Display Name

 Directory Name

 Site Name

 Local Bridgehead Server

 Remote Bridgehead Server

 Administrative Note

Directory Name

Type a name (up to 64 characters) that uniquely identifies this directory replication connector.

Display Name

Type a name (up to 256 characters). This name appears in the Administrator window.

Site Name

Displays the target site name. This name cannot be changed.

Local Bridgehead Server

Type the name of the server that will process incoming and outgoing directory replication information.

Remote Bridgehead Server

Type the name of the server that will communicate with the local bridgehead server to maintain directory consistency.

Permissions (Directory Replication Connector)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this directory replication connector. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this directory replication connector. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under this object.
Modify User Attributes	Modify the user attributes associated with this directory replication connector.
Modify Admin Attributes	Modify the administrator attributes associated with this directory replication connector.
Delete	Delete objects.
Modify Permissions	Change permissions for this directory replication connector.

Schedule (Directory Replication Connector)

Overview

Determines when requests are sent from a local bridgehead server to a remote bridgehead server for updated directory information. Choose more frequent requests where directory information in the remote site is updated often, but remember that more frequent replication can affect network performance.

The schedule property page contains a schedule grid with rows representing days and columns representing 1-hour blocks or 15-minute blocks (depending on the detail view you select). You can use the schedule grid to designate specific times or blocks of time when an event is to occur.

- Never
- Always
- Selected Times
- Detail View
- Schedule Grid

Never

Disables directory replication.

Always

Runs replication every 15 minutes.

Selected Times

Assign specific replication times in the schedule grid. Select a time or block of time when replication should occur.

Detail View

Choose **1 Hour** to display the schedule grid in one-hour increments. Choose **15 Minutes** to display the schedule grid in 15-minute increments. These options are enabled only if you choose **Selected Times**.



Sites (Directory Replication Connector)

Overview

The Inbound Site and Outbound Site lists are populated only after you completely configure a directory replication relationship between local and remote sites, and directory replication is completed successfully at least once.

Inbound Sites

Outbound Sites

Request Now

Inbound Sites

Select the site from which you want to request updated directory information.

Outbound Sites

Select the site to which you want to send updated directory information.

Request Now

Sends a request for updated directory information to the selected inbound sites.

General (Directory Synchronization)

Overview

Use the **General** property page to view and set basic properties for the selected Directory Synchronization object.

The directory synchronization server and requestors, if any, that are associated with this Directory Synchronization object are shown in the **Dirsync Connections** box.

Note If you want to configure the **Directory Synchronization** object for a server or requestor that you have already created, and that server or requestor does not appear in the **Dirsync Connections** box, you should close the Directory Synchronization object for this Microsoft Exchange Server computer and open the Directory Synchronization object on the correct server.

 Dirsync Connection

 Administrative Note

Dirsync Connection

Displays the dirsync server and requestors, if any, that are associated with this Microsoft directory synchronization object.

Permissions (Directory Synchronization)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the directory synchronization object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on the directory synchronization object. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this directory synchronization object.
Modify Admin Attributes	Modify the administrator attributes associated with this directory synchronization object.
Delete	Delete this directory synchronization object.
Modify Permissions	Change permissions for this directory synchronization object.

Delivery Restrictions (Directory Synchronization)

Overview

Use the **Delivery Restrictions** property page to specify addresses from which this Directory Synchronization object will or will not accept messages. All rejected messages are returned to the originator.

Tip You can use delivery restrictions to prevent messages unrelated to directory synchronization from being delivered to the Directory Synchronization object.

-  Accept Messages From
-  Reject Messages From
-  Modify Button

Accept Messages From

A list of all senders from which this recipient will accept messages. Select **All** if you want this recipient to accept messages from all senders. Select **List** and choose **Modify** to specify a list of senders from which this recipient will accept messages.

Reject Messages From

A list of all senders from which this recipient will not accept messages. Select **None** if you want this recipient to accept messages from all senders. Select **List**, and choose **Modify** to specify a list of senders from which this recipient will reject messages.

Modify Button

Opens the **Address Book** so you can select one or more recipients from the organization to add to either the **Accept Messages From** or the **Reject Messages From** boxes.

Incoming Templates (Directory Synchronization)

Overview

Use the **Incoming Templates** property page to map incoming template information to Microsoft Exchange Server directory recipient attributes. For example, you can map Microsoft Mail phone and extension templates to the recipient office phone attribute, so that information stored differently on other systems is displayed consistently in the Microsoft Exchange Server directory.

Incoming Template Mapping

New Button

Edit Button

Remove Button

Incoming Template Mapping

Lists existing incoming template mappings. The **String** column displays the incoming string, and the **Attribute** column displays the internal Microsoft Exchange Server directory attribute to which the incoming string is mapped.

New Button

Opens the **Incoming Template Mapping** dialog box where you can create a new mapping.

Edit Button

Modifies an existing mapping in the **Incoming Template Mapping** box. The **Incoming Template Mapping** dialog box appears, and you can change the existing mapping.

Remove Button

Removes the existing mapping from the entry selected in the **Incoming Template Mapping** box.

Outgoing Templates (Directory Synchronization)

Overview

Use the **Outgoing Templates** property page to map Microsoft Exchange Server directory recipient attributes to outgoing Microsoft Mail-compatible template information. For example, you can map Microsoft Exchange Server location recipient attributes to Microsoft Mail room and office templates so that information stored in the Microsoft Exchange Server directory is distributed correctly to each Microsoft Mail requestor that requests information for a room or office template.

Adding, modifying, or removing template mappings will result in a full export of directory information during the next directory synchronization cycle.

Outgoing Template Mapping

New Button

Edit Button

Remove Button

Up and Down Buttons

Outgoing Template Mapping

Lists existing outgoing template mappings. The **Attribute** column displays the internal Microsoft Exchange directory attribute that is being mapped, and the **String** column displays the string to which it is being mapped.

New Button

Opens the **Outgoing Template Mapping** dialog box where you can create a new mapping.

Edit Button

Modifies an existing mapping for an entry selected in the **Outgoing Template Mapping** box. The **Outgoing Template Mapping** dialog box appears, and you can change the existing mapping.

Remove Button

Removes the existing mapping for an entry selected in the **Outgoing Template Mapping** box.

Up and Down Buttons

Moves the selected attribute and its associated string up and down the list.

You specify the template mapping order when exporting attributes to the Microsoft Mail postoffice.

General (Dirsync Requestor)

Overview

Use the **General** property page to set the following options:

- Name
- Append To Imported Users' Display Name
- Dirsync Address Button
- Address Types
- Requestor Language
- Administrative Note
- Server

Name

Type a name (up to 255 characters) for this requestor. You should use a unique name that identifies this Microsoft Exchange Server site. This name appears in the Connections container in the Administrator window. You cannot change this name once the requestor is set up.

Append To Imported Users' Display Name

If selected, puts the requestor name after each custom recipient that is created by the dirsync process.

Dirsync Address Button

Opens the **Address Book** where you can select the address of the dirsync server. The dirsync address must be a custom recipient.

Address Types

Select the check box for each address type to request from the dirsync server.

MS Mail (PC) addresses are sent and received by default. If you do not select address types that the dirsync server normally provides, this requestor will request (and receive) Microsoft Mail format e-mail addresses instead.

Requestor Language

The primary language used in your mail system. The default is English.

Server

Select a server in the local site to handle directory exchange messages. The default is the current server.

Permissions (Dirsync Requestor)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this dirsync requestor. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this dirsync requestor. This properties page provides various default roles. You can also create custom roles.

-  Windows NT Accounts With Inherited Permissions
-  NT Accounts With Permissions
-  Add Button
-  Remove Button
-  Roles
-  Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this dirsync requestor.
Modify Admin Attributes	Modify the administrator attributes associated with this dirsync requestor.
Delete	Delete this dirsync requestor.
Modify Permissions	Change permissions for this dirsync requestor.

Import Container (Dirsync Requestor)

Overview

You use the **Import Container** property page to specify which recipient container receives imported address information and to assign trust levels to objects being imported.

Note Microsoft Mail and other messaging systems do not have the concept of directory objects or trust levels. When a recipient address is imported from a dirsync server, a recipient object is created in the container with the trust level you specify in the **Import Containers** property page. If you modify trust levels associated with a recipient object after it is added to the Microsoft Exchange Server directory, those modifications are overwritten during any subsequent directory exchange import cycle that includes this recipient.

By default, all updates received from a dirsync server are placed in the recipient containers and transmitted to all other dirsync servers during the next update cycle. If you want to make address information from more than one dirsync server available to Microsoft Exchange Server recipients, but you do not want to combine information between the dirsync servers, create a separate container for each group of imported recipients.

Import Container

Trust Level

Container Button

Import Container

Select one of the available recipient containers in your site. This is the container in which imported address information will be placed.

Caution Changing the directory import container after directory exchange has begun can cause the loss of directory exchange information.

Trust Level

Type or select a trust level to assign to incoming directory information.

Container Button

Displays all recipient containers for the site. Select the recipient container where directory information will be imported and choose **OK** to return to the **Import Container** property page.

This is available only when setting up a dirsync requestor.

Export Containers (Dirsync Requestor)

[Overview](#)

Use the **Export Containers** property page to specify the recipient containers from which to export directory information. You can also set a trust level to limit the directory information that is exported.

[Recipient Containers](#)

[Export These Recipients](#)

[Add Button](#)

[Remove Button](#)

[Site](#)

[Trust Level](#)

[Export Custom Recipients](#)

Recipient Containers

Lists all recipient containers in the currently selected site.

Export These Recipients

Lists all recipient containers from which directory information will be exported.

Add Button

Adds the selected container to the list of recipient containers from which directory information will be exported.

Remove Button

Removes the selected container from the list of recipient containers from which directory information will be exported.

Site

Lists all sites in your organization. When you select a site, a list of all recipient containers in the site appears in the **Recipient Containers** box.

Trust Level

Type or select a trust level to limit the directory information sent to the dirsync server. Only objects (from the selected containers) with a trust level equal to or lower than the level specified in the **Trust Level** box will be sent.

Export Custom Recipients

Clear the **Export Custom Recipients** check box if you do not want to send information about Microsoft Exchange custom recipients.

Settings (Dirsync Requestor)

 [Overview](#)

Use the **Settings** property page to configure advanced directory exchange functions.

 [Dirsync Password](#)

 [Participation](#)

 [Template Information](#)

 [Dirsync Information](#)

Dirsync Password

Type a password for this dirsync requestor to use when sending update messages to the dirsync server.

Participation

Select one or both of the following check boxes:



Send Updates to export directory information to the dirsync server



Receive Updates to import directory information from the dirsync server

Template Information

Select one or both of the following check boxes:

Send Local Template Information to export address templates to the dirsync server

Receive Template Information to import address templates from the dirsync server

If you select either option, you must configure template mappings in the Microsoft Directory Synchronization object.

Dirsync Information

Select one or both of the following check boxes:

Import On Next Cycle to request every entry (of the requested address types) available on the dirsync server.

Export On Next Cycle to send addresses from the specified containers in the **Export Containers** property page to the dirsync server.

If you are starting directory exchange for the first time, all local directory information is automatically exported, and all available information from the dirsync server is automatically imported.

Schedule (Dirsync Requestor)

Overview

Use the **Schedule** property page to specify when directory synchronization messages are sent from the server to each requestor. The default is to send one update message each day at midnight. Directory synchronization messages are sent at the beginning of each hour that is selected in the schedule grid. Requestors messages to the server are processed at the time received.

Schedule Grid

General (Dirsync Server)

 [Overview](#)

Use the **General** property page to set the following options:

 [Name](#)

 [Dirsync Administrator Button](#)

 [Copy Administrator On Outgoing Messages](#)

 [Forward Incoming Dirsync Messages To Administrator](#)

 [Administrative Note](#)

 [Server](#)

Name

Type a name (up to 64 characters) for this directory synchronization server.

Dirsync Administrator Button

Opens the **Address Book** where you can select a user, public folder, or distribution list to receive directory exchange status and error messages.

Copy Administrator On Outgoing Messages

(Optional) Select to view each outgoing update message to each requestor.

Note This option is typically used for troubleshooting.

Forward Incoming Dirsync Messages to Administrator

(Optional) Select to view each incoming update message from each requestor.

Note This option is typically used for troubleshooting.

Server

Select the Microsoft Exchange Server computer to host the directory exchange process.

Note Servers are listed in alphabetical order, and the server to which you are currently connected is not selected by default. Make sure you select the intended server from the list.

Permissions (Dirsync Server)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the directory synchronization object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on the directory synchronization object. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this directory synchronization object.
Modify Admin Attributes	Modify the administrator attributes associated with this directory synchronization object.
Delete	Delete this directory synchronization object.
Modify Permissions	Change permissions for this directory synchronization object.

Schedule (Dirsync Server)

Overview

Use the **Schedule** property page to specify when directory synchronization messages are sent from the server to each requestor. The default is to send one update message each day at midnight. Directory synchronization messages are sent at the beginning of each hour that is selected in the schedule grid. Requestor messages to the server are processed at the time received.

Schedule Grid

General (Remote Dirsync Requestor)

Overview

Remote dirsync requestors are internal representations of dirsync requestors that use this server. This internal information is used to authenticate and respond to requestors during directory exchange.

Note You must first create a custom recipient for each remote dirsync requestor to provide address information about the requestor.

Use the **General** property page to set the following options:

-  Name
-  Append to Imported Users' Display Name
-  Dirsync Address
-  Password
-  Requestor Address Type
-  Requestor Language
-  Export On Next Cycle
-  Administrative Note

Name

Type a display name (up to 255 characters) for the remote requestor postoffice. This is the name that appears in the Administrator window.

Append to Imported Users' Display Name

If selected, puts the requestor name after each custom recipient that is created by the dirsync process.

Dirsync Address

Opens the **Address Book** where you can select the remote dirsync requestor custom recipient that you defined previously. This custom recipient provides address information about the requestor.

Password

Type the password used by the remote dirsinc requestor for directory synchronization.

Requestor Address Type

In the **Native Address Type** box, select MS to send directory synchronization messages in MS Mail (PC) format. The default selection, MS, is used by MS Mail (PC) and all foreign dirsync requestors.

--or--

Select **MSA** to send directory exchange messages in MS Mail (AppleTalk) format.

Directory exchange update messages to each MS Mail (AppleTalk) requestor do not include updates submitted by that requestor. This avoids multiple entries in the MS Mail (AppleTalk) global address list.

Requestor Language

The primary language used in your mail system. The default is English.

Export On Next Cycle

Select to send all address information to the remote requestor during the next directory exchange cycle.

Permissions (Remote Dirsync Requestor)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this remote dirsync requestor. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this remote dirsync requestor. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under this remote dirsync requestor.
Modify User Attributes	Modify the user attributes associated with this remote dirsync requestor.
Modify Admin Attributes	Modify the administrator attributes associated with this remote dirsync requestor.
Delete	Delete this remote dirsync requestor.
Modify Permissions	Change permissions for this remote dirsync requestor.

Import Container (Remote Dirsync Requestor)

Overview

Use the **Import Containers** property page to specify which recipient container receives imported address information and to assign trust levels to objects being imported.

Note MS Mail and other messaging systems do not have the concept of directory objects or trust levels. When a recipient address is imported from a remote dirsync requestor during directory synchronization, a recipient object is created in the container with the trust level you specify in the **Import Containers** property page. If you modify trust levels associated with a recipient object after it is added to the directory, those modifications are overwritten during any subsequent directory synchronization import cycle that includes this recipient.

Import Container

Trust Level

Container Button

Import Container

Select an available recipient container in your site. This is the container in which imported address information will be placed.

Caution Changing the directory import container after directory exchange has begun can cause the loss of directory exchange information.

Trust Level

Type or select a trust level to assign to incoming directory information.

Container Button

Displays the recipient containers for the site. Choose the recipient container and then choose **OK** to return to the **Import Container** property page.

Export Containers (Remote Dirsync Requestor)

[Overview](#)

Use the **Export Containers** property page to specify what directory information is exported to the remote dirsycn requestor during directory synchronization. By default, no information about the local site is exported.

[Recipient Containers](#)

[Export These Recipients](#)

[Add Button](#)

[Remove Button](#)

[Site](#)

[Trust Level](#)

[Export Custom Recipients](#)

Recipient Containers

Lists all recipient containers in the currently selected site.

Export These Recipients

Lists all recipient containers from which directory information will be exported to the remote dirsync requestor.

Add Button

Adds the selected container to the list of recipient containers from which directory information will be exported to the remote dirsync requestor.

Remove Button

Removes the selected container from the list of recipient containers from which directory information will be exported to the remote dirsync requestor.

Site

Lists all sites in your organization. When you select a messaging site, a list of all recipient containers in the site appears in the **Recipient Containers** box.

Trust Level

Type or select a trust level to limit the directory information sent to the remote dirsync server.

Only objects (from the selected containers) with a trust level equal to or lower than the level specified in the **Trust Level** box will be sent.

Export Custom Recipients

Select if you do not want to export information about custom recipients.

Gateway

BACK ←

Path: Organization\ Site\ Configuration Container\ Gateway

A gateway provides message transfer and translation between Microsoft Exchange Server and another messaging system.

Note These Help topics are for gateways in general and may not provide information for your specific gateway.

Use the following property pages to configure a gateway:

[General](#)

[Permissions](#)

[Schedule](#)

[Address Space](#)

[Delivery Restrictions](#)

[Advanced](#)

[Import Container](#)

[Export Containers](#)

General (Gateway)

 [Overview](#)

Use the **General** property page to set the following options:

 [Computer Name](#)

 [Message Size](#)

 [Administrative Note](#)

Computer Name

The name given to the computer where the Microsoft Exchange Server gateway is installed.

Message Size

Use the **General** property page to specify the maximum size of messages that can be transported through the gateway. This is useful when you do not want users sending messages with large attachments that might affect performance. This setting applies to both inbound and outbound messages. If the size limit is exceeded, the message will be returned to the sender with a non-delivery report (NDR).

Choose **No Limit** to allow messages of any size to be sent. Choose **Maximum** to set the message size from 1 to 2,097,151K.

Permissions (Gateway)

[Overview](#)

Use the **Permissions** property page to specify the rights that users or groups have on this gateway. You delegate [permissions](#) to a user or group by assigning them a [role](#). Roles are sets of rights that define how much and what type of access a user or group has on this gateway. This properties page provides various default roles. You can also create custom roles.

[Windows NT Accounts With Inherited Permissions](#)

[NT Accounts With Permissions](#)

[Add Button](#)

[Remove Button](#)

[Roles](#)

[Rights](#)

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify user-level attributes associated with this gateway.
Modify Admin Attributes	Modify administrator-level attributes associated with an object. For example, a user with this permission can modify the schedule in a gateway.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for this gateway.

Schedule (Gateway)

Overview

Use the **Schedule** property page to control when and how often this gateway becomes active. It contains a schedule grid with rows representing days and columns representing 1-hour blocks or 15-minute blocks depending on the detail view you select. You can use the schedule grid to designate specific times or blocks of time when the gateway will become active.

Never

Always

Selected Times

Detail View

Schedule Grid

Address Space (Gateway)

Overview

Use the **Address Space** property page to define the type and format of addresses used to identify messages to another site or foreign system. Each entry is called an *address space* and contains only as much of the address as is necessary to distinguish messages that should be sent through this gateway. You need to configure only the necessary address space options to uniquely identify the route to the site or foreign system. The address space determines which messages will be delivered to the gateway. Gateways process messages according to address type.

The cost associated with each address space is used to optimize message routing to the foreign system but does not affect message reception. All mail is sent using the address with the lowest cost. If two or more routes are available with the same cost, the load placed on the routes is roughly equal. Routing costs range from 1 to 100.

Type Column

Address Column

Cost Column

New General Button

New X.400 Button

New MS Mail Button

New Internet Button

Edit Button

Remove Button

Delivery Restrictions (Gateway)

 [Overview](#)

Use the **Delivery Restrictions** property page to specify addresses from which this gateway will or will not accept messages. All rejected messages are returned to the originator.

 [Accept Messages From](#)

 [Reject Messages From](#)

 [Modify Button](#)

Advanced (Gateway)

 [Overview](#)

Use the **Advanced** property page to specify values for message parameters, maximum transfer times, and message transfer quota.

 [Message Parameters](#)

 [Maximum Transfer Times \(min\)](#)

 [Message Transfer Quota](#)

Message Parameters

Unread limit (msgs)

Defines the maximum number of messages that can be held in the gateway's outbound queue. The MTA will not deliver any messages to the gateway when the number of messages in the outbound queue exceeds this value.

Back-off interval (min)

The amount of time the MTA will wait before attempting to send more messages to the gateway's outbound queue.

Max unread time (min)

The amount of time a message can be queued before it is returned to the sender as non-deliverable.

Maximum Transfer Times (min)

Urgent message

Maximum number of minutes a message of high importance can be queued in the gateway's information store folder before it is returned to the sender as non-deliverable.

Normal message

Maximum number of minutes a message of normal importance can be queued in the gateway's information store folder before it is returned to the sender as non-deliverable.

Non-urgent message

Maximum number of minutes a message of low importance can be queued in the gateway's information store folder before it is returned to the sender as non-deliverable.

Message Transfer Quota

 **No limit**

The amount of data in the gateway's information store outbound queue has no limit.

 **Quota (K)**

Specifies the largest amount of combined data queued in the gateway's information store outbound queue. The MTA will not deliver messages when this value is exceeded.

Import Container (Gateway)

 [Overview](#)

You use the **Import Container** property page to select an import container for addresses that might be transferred from your gateway. How you use this property page depends on the design of your gateway.

 [Import Container](#)

 [Trust Level](#)

 [Container Button](#)

Export Containers (Gateway)

 [Overview](#)

Use the **Export Containers** property page to specify the recipient containers from which to export directory information. You can also set a trust level to limit the directory information that is exported.

 [Recipient Containers](#)

 [Export These Recipients](#)

 [Add Button](#)

 [Remove Button](#)

 [Site](#)

 [Trust Level](#)

 [Export Custom Recipients](#)

access control

Allows the owner of a resource to determine who can access the resource and what they can do with it. In Microsoft Exchange Server, permissions can be granted to Windows NT user accounts, mailboxes, distribution lists, and public folders.

Address Book

The Address Book makes a subset of the directory, including mailboxes, custom recipients, distribution lists, and public folders available to users so they can access information about the organization just as they would a telephone directory. The Address Book can contain one or more address lists. See global address list and personal address list.

address list

A collection of recipients in the Address Book organized by their recipient container. Examples of address lists are the global address list and the personal address book (.Pab file).

address space

A set of address information associated with a connector or gateway that identifies certain types of messages and the routes these messages should take. Address spaces are typically a subset of a complete address and they contain only the necessary elements to identify the route that a message should take.

Administrator window

The main user interface display of the Microsoft Exchange Server Administrator program. The Administrator window provides the tools needed to manage and configure all Microsoft Exchange Server objects, including organizations, sites, and computers.

Administrator program

A graphical user interface that enables system administrators to manage and configure all Microsoft Exchange Server objects, including organizations, sites, and computers.

advanced security

Provides users with the ability to protect and verify messages as they are being transferred through a Microsoft Exchange Server organization. Advanced security includes digital signatures and encryption.

alias

A name or label used as an alternative means of addressing e-mail to a user's mailbox. An alias is typically a shortened version of the mailbox owner's name. For example, suzanf might be the alias for Suzan Fine's mailbox.

authentication

Validation of a user's Windows NT Server logon information. Authentication requires users, processes, and services to enter a unique log on identifier and a password in order to access the system. When a user logs on to an account on a Windows NT Server domain, that authentication may be performed by any server of that domain. See also trust relationships.

AutoAssistants

In Microsoft Outlook, AutoAssistants are the Inbox Assistant and the Out of Office Assistant, which can be used to create rules for managing and organizing information. The Inbox Assistant can be used to create rules that automatically filter incoming mail and take a variety of actions such as moving mail messages to a particular folder, forwarding messages to another user, or automatically deleting mail. The Out of Office Assistant can be set to respond to e-mail for users when they are out of the office.

backbone

The network connection between LAN segments. A Microsoft Exchange Server messaging backbone allows users in one Microsoft Exchange Server system to communicate with users in another Microsoft Exchange Server system through one or more messaging protocols such as SNADS, PROFS, and SMTP.

back end

The set of Microsoft Exchange Server components installed on the server. See also front end.

bridgehead server

A Microsoft Exchange Server computer that acts as the end-point of a messaging connection between two sites configured as an X.400 Connector. This server is responsible for routing messages through that connection.

certificate

Data used for digital signatures and encryption that binds the user's public key to the mailbox. Every user has two certificates—an encryption certificate that contains the user's public encryption key and is an attribute of the user's mailbox, and a signing certificate that contains the user's public signing key and is contained in the user's security file.

child object

An object in the Administrator program directory hierarchy that is subordinate to another object, the parent object. For example, the server object is a child of the server container because it is in the server container. The child object inherits permissions from the parent object.

client installation point

A shared directory on a file server to which users can connect in order to install Microsoft Outlook. Once the client installation point has been created, users can run the Setup program to install a copy of the client software on their local hard disk. A client installation point can also be used to set up a network share.

Client/server architecture

Microsoft Exchange Server uses a client/server architecture, where processing is distributed between client and server processes. The client (process) sends requests to a server (process), and the server carries out the instructions or obtains the requested information.

connector

A component provided with Microsoft Exchange Server that allows Microsoft Exchange Server to connect to other messaging systems. For example, the Internet Mail Service enables Microsoft Outlook users to connect to the Internet.

container

In the Administrator program, an object that contains other objects. For example, the recipient container is composed of recipient objects.

custom recipient

Addressing information in the global or personal address book for recipients on other systems.

digital signatures

A feature of advanced security that enables users to verify the source of information they receive or send. Also verifies that the contents of the message have not been modified during transit.

directory hierarchy

In the Administrator program, the hierarchical structure of objects in the directory that represent each component of the organization, such as the organization itself, recipients, servers, and so on. All objects in an organization or site can be managed by manipulating the structure of the directory hierarchy.

directory object

A record such as a server, a mailbox, or a distribution list that is stored in the Microsoft Exchange Server directory. Every object in the directory has properties that specify an object's characteristics and who can use and make changes to the object. You can define the properties of objects in the directory using the Administrator program.

directory replication

The process that updates the directories of all Microsoft Exchange Server computers within a site and between sites with the same information. Within a site, directory replication is automatic. Between sites, you can configure directory replication so that only the desired information is replicated to other sites.

directory replication bridgehead server

A Microsoft Exchange Server computer that acts as the end-point of a directory replication link between its site and a remote site. This server is responsible for requesting directory updates from the replication bridgehead server at the remote site.

directory schema

(The schema). Defines the structure for information in the directory. The schema defines the rules for structuring information, such as which attributes are associated with which objects, and which types of values can be associated with which attributes. The schema also defines the relationship between objects. The directory enforces these rules.

directory

The directory stores all the information that is available about an organization's resources and users, including mailboxes, public folders, distribution lists, and servers. Other components use the directory to map addresses and route messages. The directory is automatically replicated to all servers in a site, and it can be configured to be replicated automatically to servers in other sites. All recipient objects in the directory are contained in the Address Book, which users can use like a telephone directory. The directory is based on the International Organization for Standards (ISO) X.500 specification.

directory synchronization component

A Microsoft Exchange Server component that exchanges directory information between Microsoft Exchange Server, Microsoft Mail 3.x, and other messaging systems using the Mail 3.x directory synchronization protocol.

directory synchronization

The process of keeping a Microsoft Exchange Server directory synchronized with directories from MS Mail (PC) and MS Mail (AppleTalk) (now known as Quarterdeck Mail) systems. You can configure directory synchronization so that only the desired information is replicated to other organizations or foreign systems.

distribution list (DL)

A collection of recipients logically grouped together and addressed as a single recipient. A message addressed to a distribution list will be delivered to every user in the list. Administrators can create distribution lists and add them to an Address Book such as the global address list. Users can also create personal distribution lists and add them to their personal address book (PAB). A Microsoft Exchange Server distribution list is similar to a PC Mail group.

domain

A group of servers running Windows NT Server. Optionally, a domain can also include LAN Manager 2.x servers, Windows NT Workstation clients, and other clients such as Windows for Workgroups and MS-DOS clients. All members of a domain share the same user account database and security policy.

domain controller

Refers to the Windows NT Server computer that maintains the security policy and the master database for a domain, and authenticates domain logons. Windows NT Server domains can have one primary domain controller (PDC) and one or more backup domain controllers (BDC).

Dynamic RAS Connector

A tool provided with Microsoft Exchange Server that connects sites on the same local area network (LAN) using RAS.

e-mail address

The address by which Microsoft Exchange Server recipients (mailboxes, distribution lists, public folders, and custom recipients) are known to foreign mail systems. Microsoft Exchange Server automatically generates an X.400, MS Mail, and Internet address for each recipient. Additional addresses are generated when third-party gateways are installed. An example of an e-mail address is an Internet mail address such as suzanf@fab.com, which conforms to the standards set for SMTP communications.

encryption

A feature of advanced security that provides confidentiality by allowing users to conceal data. The data is encrypted as it resides on disk and travels over a network connection.

foreign mail system

A mail system other than Microsoft Exchange Server.

form

Provides a structure for posting and viewing specific information. It may be a send form, such as a purchase requisition or expense report form, used to exchange information with another user, or it may be a post form used for posting and viewing information in an Exchange folder.

front end

The set of Microsoft Outlook components installed on the client computer. See also back end.

gateway

Third-party gateways translate, transfer, and deliver messages from Microsoft Exchange Server to foreign mail systems such as PROFS and SNADS. These components must be purchased separately.

global address list

Contains all recipients, custom recipients, distribution lists, and public folders in the organization. This address list is available by default to every user in the organization.

home server

The Microsoft Exchange Server computer that contains a user's mailbox, personal address book, or other Microsoft Exchange files that are used frequently.

host

An information process on an SMTP messaging system. It is characterized by a domain name. The computer that stores the host has an associated IP address.

Inbox Assistant

In Microsoft Outlook, an AutoAssistant that enables users to create rules that automatically filter incoming mail and take a variety of actions such as moving mail messages to a particular folder, forwarding messages to another user, or automatically deleting mail.

information store

A Microsoft Exchange Server core component. The information store is server-based storage that contains users' mailboxes and public and private folders, and enforces security on this information. It maintains information in two databases, the public information store and the private information store. See also public information store, private information store.

information service

A utility that enables Microsoft Exchange and other messaging applications to do one or more of the following: send or receive mail using a direct or remote connection; store, share, and/or retrieve information; obtain user address information. Users can specify information services in their profile.

instance

A single representation of an executed program, typically described in relation to other representations of the same program running simultaneously on the same computer. For example, if Microsoft Outlook was already running on a computer when a user started Outlook, two instances of Outlook would be running at the same time.

Instance can also mean a replica of a public folder. An instance of a public folder is a public folder that has been replicated from one Microsoft Exchange Server computer to another.

Internet Mail Service

A Microsoft Exchange Server component that enables Microsoft Outlook users to seamlessly exchange messages with Internet users.

key

Used to digitally sign and encrypt data. Each mailbox has two key pairs. One key pair is used for signing and verifying operations, the other pair is used for encrypting and decrypting operations. Each key pair consists of a public key, which is publicly known, and a private key, which is known only to the key's user.

Key Management component

Manages security information that is used to digitally sign and seal messages with Microsoft Exchange Server. The Key Management component generates and maintains the public and private encryption keys, stores public signing keys and private encryption keys, and generates tokens used to enable digital signatures and encryption capabilities for a mailbox. It also revokes security for a user when instructed by the Administrator program. The key management component is installed on the Key Management server (KM server).

key management database

The key management database is unique to each KM server and contains the security key history of all the users. If users in a site are moved from one KM server to another, users must be enrolled in advanced security for the new KM server. Otherwise, users pointing to the new KM server can lose their ability to recover security keys from the KM server they were previously pointing to. This can result in mail that is encrypted with the user's previous security keys from becoming unreadable.

Key Management server (KM server)

The Microsoft Exchange Server computer that has the key management component installed. Only one KM server can be installed in an organization.

local delivery message

A message sent between Microsoft Exchange Server recipients that share the same home server. Local delivery messages are processed by the information store, not by the MTA.

local replication

See offline folders.

mailbox

The delivery location for all incoming mail messages for a designated owner. Information in a user's mailbox is stored in the private information store on a Microsoft Exchange Server computer. A mailbox can contain received messages, message attachments, folders, folder hierarchy, and more. Mailboxes are set up by the administrator.

MAPI (Messaging Application Programming Interface)

A common interface that Microsoft Outlook components use to access data from server components. Messaging applications and information services that comply with MAPI can be "plugged" into Microsoft Exchange Server and Outlook to provide additional functionality.

message handling system (MHS)

An X.400 message handling system is a collection of user agents and message transfer agents (MTAs) that work together to transfer messages from one point to another.

message transfer agent (MTA)

Like a postal service, the MTA routes messages to other Microsoft Exchange Server MTAs or gateways, information stores, and other X.400 MTAs in foreign systems. It also maps addresses, routes messages, and converts message formats.

In MS Mail, the Message Transfer Agent is a program that transfers external mail and system mail between postoffices on the network. These programs include the External Mail program, and the directory synchronization agents.

In the X.400 message handling system, a message transfer agent is a server-based process in the message transfer system that is responsible for routing and delivering messages. It is equivalent to a local postal sorting office. See the CCITT X.400 Recommendation for additional information.

message transfer applications

Applications that transfer messages between systems on behalf of many entities, such as gateways.

Message transfer protocol

In X.400, the P1 protocol that is used to establish communication between two message transfer agents (MTAs).

messaging-aware application

An application in which basic messaging capabilities add value to the primary function of the application, but messaging is not the primary function of the application, for example, a word processor that can send documents to other users.

messaging-based application

An application that requires full access to all back-end messaging services, including the message database, directory, and transport services, for example, a mail client.

messaging-enabled application

An application that has some type of messaging capability as its main function. For example, a forms-routing application that sends an expense report to a series of recipients and records their comments.

messaging profile

A group of settings that provides Microsoft Exchange Server with essential information about a client's configuration. It contains the delivery location for incoming messages, files, and other items, the location of the user's personal address book, and a list of all the information services that are available. A user may have multiple profiles on a single client for different configurations; however, only one profile can be used at any one time. See also user profile.

Microsoft Mail Connector

A Microsoft Exchange Server component that provides seamless connectivity to MS Mail (PC), MS Mail (AppleTalk) (now known as Quarterdeck Mail), and MS Mail (PC) gateways.

Microsoft Schedule+ Free/Busy Connector

Enables Microsoft Exchange Server to exchange Microsoft Schedule+ free and busy information with MS Mail (PC). The Schedule+ Free/Busy Connector is an extension to the Microsoft Mail Connector.

MIME (Multipurpose Internet Mail Extensions)

A message format consisting of a structured message header and structured message body, with specifications for multimedia objects. It includes support for word processing documents, PostScript files, graphic and binary files, video, voice messages, and other messaging types.

MIME-conformant user agent

A user agent that you use to send and receive MIME messages.

multi-valued property

A property that has multiple values associated with it. An example of a multi-valued property is an address that has multiple values including MS e-mail, X.400, and SMTP addresses.

network share

A shared directory on a file server to which users can connect in order to install and run Microsoft Exchange. One network client share can be used by numerous clients if they are using the same network operating system.

object

A record in the Microsoft Exchange Server directory such as a site, server, connector, mailbox, or distribution list. All objects in an organization can be managed in the Administrator program. The overall structure of an organization is determined by how objects are linked and how their properties are defined.

offline folders

A feature of Microsoft Outlook that makes public folders and mailbox folders available to users when they are offline. Folders configured for offline availability are stored in an .ost file on the user's disk. When users log on to their home server and the network connection is re-established, Outlook automatically synchronizes the offline copy of the folder that is stored locally on the client with the copy on the server.

organization

A collection of Microsoft Exchange servers, grouped into sites, that are linked together to provide all the information, messaging, and connectivity needed by a workgroup. The organization is the largest administrative unit and encompasses all the Microsoft Exchange Server computers that provide the messaging infrastructure for your company.

parent object

An object in the Administrator program directory hierarchy that is superior to another object, the child object. For example, the server container is the parent object of the server object because the server object is in the server container. Any permissions on the parent object are inherited by the child object.

personal folder file (.pst file)

Contains information intended for private use that can be stored locally on a user's disk or on a Microsoft Exchange Server computer. A personal folder can also be designated as the delivery location for mail.

personal address book

Users can create and maintain the personal address book to keep track of recipient addresses contained in the Address Book that they use frequently. They can also use the personal address book to create and maintain personal distribution lists, and custom recipient addresses for users in outside systems such as the Internet or X.400. The personal address book, also called a .pab file, can be stored on a server or on a user's disk.

post office

A common set of data files on a server shared among all users of MS Mail (PC) and MS Mail (AppleTalk) (now known as Quarterdeck Mail).

private information store

In Microsoft Exchange Server, the subcomponent of the information store that maintains all messages exchanged by one person or a group of people. Every user has a personal mailbox on a Microsoft Exchange Server computer that contains personal messages.

property

The attributes of a Microsoft Exchange Server directory object that can typically be selected using property pages for the specified object. For example, to modify the permissions on a mailbox, make changes to the mailbox's **Permissions** property page.

public folder

A folder located on Microsoft Exchange Server computers that facilitates the exchange of all types of information between groups of people in an organization. A public folder can include information such as e-mail messages, spreadsheets, graphics, and voice mail and can be configured for different types of applications, for example, bulletin boards, discussion forums, and customer tracking systems. Public folders are stored on Microsoft Exchange Server computers.

public folder affinity

Enables clients in one site to connect to public folders in other sites. Public folder affinity reduces network traffic caused by replication and reduces required storage space.

public folder replication

The process of maintaining multiple public folder replicas. Public folder replication allows you to store copies of a public folder on multiple Microsoft Exchange Server computers, guaranteeing that they remain synchronized.

public information store

In Microsoft Exchange Server, the subcomponent of the information store that maintains information stored in public folders.

recipient

An object in the directory that can receive messages and information. Microsoft Exchange Server recipients are mailboxes, distribution lists, public folders, and custom recipients.

recipient address

A set of strings that identify a recipient and follow certain standards such as those established for X.400 and SMTP systems.

remote procedure call (RPC)

A message-passing facility that is independent of the underlying network and allows a distributed application to call services that are available on various machines in a network. Microsoft Exchange Server uses RPC for client-server communication.

revocation

A feature of advanced security that warns users when they receive signed messages from users the organization no longer trusts. The KM server manages revocation using a revocation list that contains the serial number and the expiration date of each revoked user's certificate.

routing

The process of transferring and delivering messages to the appropriate recipient.

routing cost

Used by the MTA to determine which route a message will take to reach its destination if there is more than one possible route. This is useful for redundancy and load balancing traffic across connections and between servers.

routing table

Contains information that the MTA needs to route messages to their destinations.

roving user

Users who log on to Microsoft Outlook from different computers in an organization.

security context

An aspect of Windows NT Server that controls the access a user, a process, or a service has to system services.

security file

An encrypted file (.epf file) that is automatically generated to store advanced security information. Every mailbox has one security file that is used to encrypt and sign messages. It can be stored on a server or on a client's disk.

schedule file

A file that Microsoft Schedule+ automatically generates to store scheduling information for users. The schedule file (.scd file) can be stored on a server or on the client's disk. The information in this file is automatically stored in a hidden private folder on the user's home server so other users with the appropriate permissions can access it.

schema

See [directory schema](#).

service account

A Windows NT Server user account that Microsoft Exchange Server uses to start and run Microsoft Exchange Server services. Microsoft Exchange Server computers use the service account to validate other servers in the site and give them access to Microsoft Exchange Server services. All Microsoft Exchange Server computers in the site must use the same service account or they cannot communicate with each other.

signing

A feature of advanced security that verifies to an e-mail recipient the identity of the sender. Signing also verifies that the content of an e-mail message has not been modified during transit. Signing prevents the originator of a message from attempting to send a message under the premise of another identity.

site

One or more Microsoft Exchange Server computers generally corresponding to a single geographical location that share the same directory information (mailboxes, distribution lists, routing tables). All servers in a site must be able to communicate with each other through synchronous remote procedure calls (RPCs).

site connector

A tool provided with Microsoft Exchange Server that connects sites on the same local area network (LAN).

SMTP (Simple Mail Transfer Protocol)

A session protocol used to transfer electronic mail between computers. It is a server-to-server protocol defined in STD 10, RFC 821. The Microsoft Exchange Server Internet Mail Service uses SMTP to transfer messages between a Microsoft Exchange Server site and an SMTP messaging system.

system attendant

A general maintenance service that must be running in order for Microsoft Exchange Server processes to run. Some of the tasks the system attendant performs include monitoring the state of messaging connections between servers, assisting in running monitoring tools, generating e-mail addresses for new message recipients, and logging information for message tracking purposes.

target server

A Microsoft Exchange Server computer that acts as the end-point of a messaging link between two sites configured as a site connector. This server is responsible for routing messages through that link.

transaction log file

A type of file that Microsoft Exchange Server uses to provide fault tolerance in the event that data needs to be restored. When data is written to the information store or directory databases from memory, it is synchronously written to a transaction log file. Transaction log files can be used to construct data not yet written to the database in the event of a failure such as a power outage or a disk failure, provided the log files do not reside on the disk that failed.

token

A random 8-character string used to enable digital signatures and encryption for a user or recover keys for a user. A token is used only once. It secures the connection between the Key Management server (KM server) and the client before digital signatures and encryption have been established.

trust relationship

Trust relationships are links between Windows NT Server domains that enable pass-through authentication in which a user has only one user account in one domain, yet can access the entire network. User accounts and global groups defined in a trusted domain can be given rights and resource permissions in a trusting domain, even though those accounts don't exist in the trusting domain's database. A trusting domain honors the logon authentication of a trusted domain.

user agent

An X.400 or SMTP message system entity that acts on behalf of the user (the person or entity sending and receiving mail). Microsoft Mail is an example of a user agent.

user account

Consists of all the information that defines a user to Windows NT Server. This includes the user name and password required for the user to log on, the groups in which the user account has membership, and the rights and permissions the user has for using the system and accessing its resources.

Important Note: User passwords are known only to the user and cannot be viewed by the system administrator. Should a user forget a password, the user must set up his or her profile and personal folder file again. Any information associated with the user's original .pst file will be permanently lost.

user profile

A group of settings used by Windows NT Server and Windows 95 that provides the operating system with essential information about a client's configuration.

view

A combination of settings in Microsoft Outlook for displaying and organizing the contents of a folder. Views allow users to view messages in folders by date, sender, recipient name, or file size by using a customized view.

X.25 public carrier

A public data switching network that uses the X.25 communications protocol.

X.25 public PAD (packet assembler/disassembler)

The hardware and software provided by an X.25 public carrier that allows other users to access an X.25 network by modem.

X.400 message format

A message format consisting of two basic components, an envelope and the content.

X.400 Recommendation

A set of recommendations that defines the standard interfaces that make up an electronic messaging system for the enterprise. The X.400 Recommendation was developed by the Comité Consultatif International de Télégraphie et Téléphonie (CCITT) – a division of the United Nations – based on the OSI Reference Model and the protocols defined by the International Organization for Standardization (ISO). The CCITT is now called the United Nations International Telecommunications Union (ITU).

X.400 Connector

A Microsoft Exchange Server component that is integrated with the message transfer agent (MTA) and can be configured to connect sites within Microsoft Exchange Server, or to route messages to foreign X.400 systems. When handling communication between Microsoft Exchange Server and foreign X.400 systems, it maps addresses and converts Microsoft Exchange Server messages to native X.400 messages and vice versa. The X.400 connector conforms to the 1984 and 1988 CCITT X.400 standards.

X.400 transport stack

Networking software required to support X.400 server-to-server message transport.

General HTTP (Web) Site Settings

Overview

Use the **General** property page to define the display name, view the directory name, enable the Hypertext Transfer Protocol (HTTP), and grant anonymous users access to published public folders and the global address list.

Display name

Directory name

Enable protocol

Allow anonymous users to access the anonymous public folders

Allow anonymous users to browse the global address list

Administrative note

Display name

The name that appears in the Administrator window. It can be up to 256 alphanumeric characters, which can include spaces and special characters. The default is HTTP (Web) Site Settings.

Directory name

Defined during installation and cannot be changed.

Enable Protocol

Enable e-mail clients to access mailboxes using HTTP.

Allow anonymous users to access the anonymous public folders

Select to give anonymous users access to public folders published on the Internet by this Microsoft Exchange Server computer.

Allow anonymous users to browse the global address list

Select to give anonymous users the ability to browse the global address list published on the Internet by this Microsoft Exchange Server computer.

Administrative note

Enter any information (up to 1024 characters) that pertains to this object. This information is visible only in the Administrator program.

Permissions HTTP (Web) Site Settings

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this protocol. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles. For more information about permissions, see *Microsoft Exchange Server Getting Started*.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the User attributes associated with this site and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.

Folder Shortcuts HTTP (Web) Site Settings

Overview

Public folder shortcuts are displayed to anonymous users logging on to the Microsoft Exchange Server computer from the Internet. Use the **Folder Shortcuts** property page to select a public folder or set of public folders that you want to create shortcuts to, view details of a folder, or remove a folder.

New Button

Properties Button

Remove Button

New Button

Opens the **Public Folders** dialog box that displays a list of all public folders. When you select a public folder, a shortcut is automatically created and displays in the **Public folder shortcuts** box.

Properties Button

Displays the properties for the selected public folder.

Remove Button

Removes the selected public folder from the **Public folder shortcuts** box.

Public Folders

Use the **Public Folders** dialog box to select a public folder or set of public folders that you want to create shortcuts to.

Advanced HTTP (Web) Site Settings

Overview

Use the **Advanced** property page to set the number of Address Book entries returned to authorized users. If a request returns a greater number than the default value, a message informs the user to refine the search. The default limits users to 50 entries. If you do not set a limit, the entire Address Book is displayed, which is not desirable for large directories.

<u>Option</u>	<u>Description</u>
No limit	Select to display an unlimited number of Address Book entries to the user.
Maximum number of entries	Select to limit the number of Address Book entries returned to the user, and then type a number. The default is 50.

General IMAP4 (Mail) Settings - Server

 [Overview](#)

Use the **General** property page to set the following options:

 [Display name](#)

 [Directory name](#)

 [Use site defaults for all properties](#)

 [Enable protocol](#)

 [Include all public folders when a folder list is requested](#)

 [Enable fast message retrieval](#)

 [Administrative note](#)

Use site defaults for all properties

Assumes the Internet Message Access Protocol, Version 4rev1 (IMAP4) properties configured for the site where the server is located.

Permissions IMAP4 (Mail) Settings - Server

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this protocol. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under the site object.
Modify User Attributes	Modify the User attributes associated with this site and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.

Authentication IMAP4 (Mail) Settings - Server

Overview

Use the **Authentication** property page to specify the authentication method an Internet Message Access Protocol, Version 4rev1 (IMAP4) client uses to access information on the Microsoft Exchange Server computer. In order for an IMAP4 client to log on to the Microsoft Exchange Server computer, one of the authentication methods that the client supports must be enabled on the server. Check with your client's vendor if you are unsure which authentication methods are available.

Choose one or more options to set authentication.

<u>Option</u>	<u>Description</u>
Basic (Clear Text)	Enable authentication through an unencrypted user name and password. Most IMAP4 clients support this method.
Basic (Clear Text) using SSL	Use SSL protocol to encrypt clear text on port 993.
Windows NT Challenge/Response	Enable authentication through Windows NT network security and an encrypted password. This method is supported by Microsoft Outlook Express.
Windows NT Challenge/Response using SSL	Enable authentication using Windows NT network security to occur through an SSL-encrypted channel on port 993.
MCIS Membership System	Enable authentication using Windows NT network security to occur through the Microsoft Commercial Internet Server (MCIS) Membership System.
MCIS Membership System using SSL	Enables authentication using Windows NT network security to occur through the MCIS Membership System over an SSL connection.

Anonymous IMAP4 (Mail) Settings - Server

Overview

You can specify whether Internet Message Access Protocol, Version 4rev1, (IMAP4) users can connect to Microsoft Exchange Server anonymously. For example, if you want certain public folders to be accessible to users outside of your organization, you can enable anonymous connections. IMAP4 users connecting to Microsoft Exchange Server anonymously don't need a Windows NT user account to access information. Microsoft Exchange Server doesn't perform password verification; however, it does log the user's password in the Windows NT Event Log.

To allow anonymous access, select the **Allow anonymous access** check box.

To specify the name of the anonymous account, type the name in the **IMAP4 anonymous account** box. The default name is Anonymous.

Message Format IMAP4 (Mail) Settings - Server

Overview

Use the settings in the **Message Format** property page to specify the format that Microsoft Exchange Server messages are converted to when they are retrieved by an Internet Message Access Protocol, Version 4rev1 (IMAP4) client. These settings are based on the message format that the IMAP4 clients support when connecting to the server. The message content format and character set option can be configured for individual mailboxes, servers, and sites.

Note Messages sent by an Internet user are not converted. Instead they are retrieved by the IMAP4 client in the format the message was composed in.

Messaging Application Programming Interface (MAPI) clients such as Microsoft Outlook are capable of multilingual support, but they compose messages using Microsoft Windows code pages instead of Internet character sets. For most languages, there is a one-to-one correspondence between the character set and the code page. If this is the case, Microsoft Exchange Server automatically assigns the correct character set that corresponds to the code page that the message was composed in. However, if multiple character sets exist for the same code page, Microsoft Exchange Server uses the character setting specified in the **Character set** box in the **Message Format** property page. If the character set is not appropriate for the code page, a default character set is used. For example, suppose a message is received that uses Japanese code page 932. That code page can be mapped to one of several character sets including JIS, Shift-JIS, and EUC. If the **Character set** box is set to Shift-JIS, that character setting is used. However, if the **Character set** box is set to US-ASCII, Microsoft Exchange Server uses the default character set for that code page, which is JIS.

Messages that are received from the Internet already have a character set specified or will have one assigned when the message is received by the Internet Mail Service.

Option	Description
MIME	Text and attachments are encoded using Multipurpose Internet Mail Extensions (MIME). MIME is the standard for exchanging multimedia messages on the Internet. If a MIME message is delivered to a non-MIME-aware client, the text and attachments may not be usable. This is the default.
Provide message body as plain text	A plain text MIME body part is generated for the message. If Provide Message body as HTML is also selected, Microsoft Exchange Server provides both Hypertext Markup Language (HTML) and plain text in a MIME multipart alternative message.
Provide message body as HTML	A MIME body part in HTML is generated for the message. If Provide Message body as plain text is also selected, Microsoft Exchange Server provides both HTML and plain text in a MIME multipart alternative message. HTML is an Internet standard that enables rich text formatting such as bold, color, and italic to appear in messages. Clients such as Microsoft Outlook Express can read HTML.
Character set	Specifies the character set that is used when generating MIME messages that originate from Microsoft Exchange Server. The default character set

varies according to the language installed on the server.

Idle Time-out IMAP4 (Mail) Settings - Server

Overview

Specify an idle time-out to close Internet Message Access Protocol, Version 4rev1 (IMAP4) connections after a specified interval of inactivity.

<u>Option</u>	<u>Description</u>
Do not close idle connections	Idle connections never close.
Close idle connections	Idle connections close after the time period specified in the Time-out (minutes) box.
Time-out (minutes)	The amount of time in minutes a connection can remain idle before being closed.

General IMAP4 (Mail) Site Defaults

 [Overview](#)

Use the **General** property page to set the following options:

 [Display name](#)

 [Directory name](#)

 [Enable protocol](#)

 [Include all public folders when a folder list is requested](#)

 [Enable fast message retrieval](#)

 [Administrative note](#)

Display Name

The protocol name that displays in the Administrator window. It can be up to 256 alphanumeric characters and is not case-sensitive.

Directory Name

Defined during installation and cannot be changed.

Enable Protocol

Enable e-mail clients to access mailboxes using Internet Message Access Protocol, Version 4rev1 (IMAP4).

Include All Public Folders when a Folder List is Requested

Some Internet Message Access Protocol, Version 4rev1 (IMAP4) clients exhibit poor performance when listing a large number of public folders. By default, Microsoft Exchange Server enables public folders to be listed for all clients. Clear the **Include all public folders when a folder list is requested** check box to disable listing public folders. Disabling this option prevents listing public folders in response to the IMAP4 **LIST "" *** command and improves performance for clients that have problems listing public folders.

Enable Fast Message Retrieval

Some Internet Message Access Protocol, Version 4rev1 (IMAP4) clients require Microsoft Exchange Server to report exact message sizes. By default, Microsoft Exchange Server increases the speed of message retrieval by approximating message sizes. Clear the **Enable fast message retrieval** check box to disable fast message retrieval to support e-mail clients that require the reporting of exact message sizes.

Administrative note

You can enter any information (up to 1024 characters) that pertains to this object. This information is visible only in the Administrator program.

Permissions IMAP4 (Mail) Site Defaults

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this protocol. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

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Roles

Rights

Rights

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Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.

Authentication IMAP4 (Mail) Site Defaults

Overview

Use the **Authentication** property page to specify the authentication method an Internet Message Access Protocol, Version 4rev1 (IMAP4) client uses to access information on the Microsoft Exchange Server computer. In order for an IMAP4 client to log on to the Microsoft Exchange Server computer, one of the authentication methods that the client supports must be enabled on the server. Check with your client's vendor if you are unsure of which authentication methods are available.

Choose one or more options to set authentication.

<u>Option</u>	<u>Description</u>
Basic (Clear Text)	Enable authentication through an unencrypted user name and password. Most IMAP4 clients support this method.
Basic (Clear Text) using SSL	Use SSL protocol to encrypt clear text on port 993.
Windows NT Challenge/Response	Enable authentication through Windows NT network security and an encrypted password. This method is supported by Microsoft Outlook Express.
Windows NT Challenge/Response using SSL	Enable authentication using Windows NT network security to occur through an SSL-encrypted channel on port 993.
MCIS Membership System	Enable authentication using Windows NT network security to occur through the Microsoft Commercial Internet Server (MCIS) Membership System.
MCIS Membership System using SSL	Enables authentication using Windows NT network security to occur through the MCIS Membership System over an SSL connection.

Anonymous IMAP4 (Mail) Site Defaults

Overview

You can specify whether Internet Message Access Protocol, Version 4rev1 (IMAP4) users can connect to Microsoft Exchange Server anonymously. For example, if you want certain public folders to be accessible to users outside of your organization, you can enable anonymous connections. IMAP4 users connecting to Microsoft Exchange Server anonymously don't need a Windows NT user account to access information. Microsoft Exchange Server doesn't perform password verification; however, it does log the user's password in the Windows NT Event Log.

To allow anonymous access, select the **Allow anonymous access** check box.

To specify the name of the anonymous account, type the name in the **IMAP4 anonymous account** box. The default name is Anonymous.

Message Format IMAP4 (Mail) Site Defaults

[Overview](#)

Use the settings in the **Message Format** property page to specify the format that Microsoft Exchange Server messages are converted to when they are retrieved by an Internet Message Access Protocol, Version 4rev1 (IMAP4) client. These settings are based on the message format that the IMAP4 clients support when connecting to the server. The message content format and character set option can be configured for individual mailboxes, servers, and sites.

Note Messages sent by an Internet user are not converted. Instead they are retrieved by the IMAP4 client in the format the message was composed in.

Messaging Application Programming Interface (MAPI) clients such as Microsoft Outlook are capable of multilingual support, but they compose messages using Microsoft Windows code pages instead of Internet character sets. For most languages, there is a one-to-one correspondence between the character set and the code page. If this is the case, Microsoft Exchange Server automatically assigns the correct character set that corresponds to the code page that the message was composed in. However, if multiple character sets exist for the same code page, Microsoft Exchange Server uses the character setting specified in the **Character set** box in the **Message Format** property page. If the character set is not appropriate for the code page, a default character set is used. For example, suppose a message is received that uses Japanese code page 932. That code page can be mapped to one of several character sets including JIS, Shift-JIS, and EUC. If the **Character set** box is set to Shift-JIS, that character setting is used. However, if the **Character set** box is set to US-ASCII, Microsoft Exchange Server uses the default character set for that code page, which is JIS.

Messages that are received from the Internet already have a character set specified or will have one assigned to it when the message is received by the Internet Mail Service.

Option	Description
MIME	Text and attachments are encoded using Multipurpose Internet Mail Extensions (MIME). MIME is the standard for exchanging multimedia messages on the Internet. If a MIME message is delivered to a non-MIME-aware client, the text and attachments may not be usable. This is the default.
Provide message body as plain text	A plain text MIME body part is generated for the message. If Provide Message body as HTML is also selected, Microsoft Exchange Server provides both Hypertext Markup Language (HTML) and plain text in a MIME multipart alternative message.
Provide message body as HTML	A MIME body part in HTML is generated for the message. If Provide Message body as plain text is also selected, Microsoft Exchange Server provides both HTML and plain text in a MIME multipart alternative message. HTML is an Internet standard that enables rich text formatting such as bold, color, and italic to appear in messages. Clients such as Microsoft Outlook Express can read HTML.
Character set	Specifies the character set that is used when generating MIME and non-MIME messages that originate from Microsoft Exchange Server. The default

character set varies according to the language installed on the server.

Idle Time-out IMAP4 (Mail) Site Defaults

Overview

Specify an idle time-out to close Internet Message Access Protocol, Version 4rev1 (IMAP4) connections after a specified interval of inactivity.

<u>Option</u>	<u>Description</u>
Do not close idle connections	Idle connections never close.
Close idle connections	Idle connections close after the time period specified in the Time-out (minutes) box.
Time-out (minutes)	The amount of time in minutes a connection can remain idle before being closed.

General (Connector)

 [Overview](#)

Use the **General** property page to set the following options:

 [Computer Name](#)

 [Message Size](#)

 [Administrative Note](#)

Computer Name

The name given to the computer where the Microsoft Exchange Server connector is installed.

Message Size

You can specify a size limit for inbound and outbound messages passed through the connector or service. Setting a maximum message size can reduce the amount of mail traffic across your network. If the message size is exceeded, the message will be returned to the sender with a non-delivery report (NDR).

<u>Option</u>	<u>Description</u>
No limit	Messages of all sizes are transferred. This is the default.
Maximum (K)	Type the maximum message size that can be transferred.

Permissions (Connector)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this connector. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under the site object.
Modify User Attributes	Modify the user attributes associated with this site and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.

Connections (Internet Mail Service)

Overview

Use the **Connections** property page to specify default connection information for the Internet Mail Service.

Transfer Mode

Advanced Button

Message Delivery

Accept Connections

Service Message Queues

Clients can only submit if homed on this server

Clients can only submit if authentication account matches submission address

Advanced Button

Displays the **Advanced** dialog box. Use the dialog box to specify the maximum number of inbound and outbound connections the Internet Mail Service will accept and initiate at one time, to define the maximum number of messages sent during each connection, and to adjust the number of connections and messages based on resources available in your environment.

Transfer Mode

Specify the transfer mode for the Internet Mail Service.

Option	Description
Inbound & Outbound	Accept inbound messages and send outbound messages.
Inbound Only	Accept only inbound messages.
Outbound Only	Send only outbound messages.
None (Flush Queues)	Do not accept inbound or outbound messages. This allows time for pending messages to be delivered.

Advanced Dialog box (Internet Mail Service)

Overview

Specify the maximum number of inbound and outbound connections the Internet Mail Service will accept and initiate at one time, define the maximum number of messages sent during each connection, and adjust the number of connections and messages based on resources available in your environment.

Max. Number Of Inbound Connections

Max. Number Of Outbound Connections

Max. Number Of Connections To A Single Host

Max. Number Of Messages Sent In A Connection

Reset Default Values

Reset Default Values

Return all options to default settings.

Max. Number of Messages Sent in a Connection

The maximum number of messages to be sent during each outbound connection.

Max. Number of Connections to a Single Host

The maximum number of connections the Internet Mail Service can make to a single host at one time.

Max. Number of Outbound Connections

The maximum number of outbound connections the Internet Mail Service can make at one time.

Max. Number of Inbound Connections

The maximum number of inbound connections the Internet Mail Service can accept at one time.

Message Delivery

Configure the Internet Mail Service to use Domain Name System (DNS) queries or to deliver messages to a specified host. To deliver mail to a specific host, select **Forward All Messages To Host**, and type the IP or fully qualified address of the host.

Specify the RAS connection that you want to use when making an Internet Mail Service dial-up connection by selecting the **Dial using** box and then selecting an available connection on the **Dial-up Connections** property page.

Select **Queue messages for ETRN** to hold messages until an ETRN command is received. This is useful for Internet service providers. Messages are queued on this server until the ETRN request is received, rather than being sent from server to server in an attempt to deliver them.

Choose E-Mail Domain to specify delivery by e-mail domain.

Specify By E-Mail Domain

Defines the way messages will be delivered based on the domain name of the destination.

-  Add Button
-  Edit Button
-  Remove Button
-  Move Up Button
-  Move Down Button

Remove Button

Removes the selected e-mail domain from the list.

Edit Button

Displays the **Edit E-Mail Domain** dialog box. Use the dialog box to change the name of an existing e-mail domain.

Add Button

Displays the **Add E-Mail Domain** dialog box. Use the dialog box to create an e-mail domain.

Move Up and Move Down Buttons

Use **Move Up** and **Move Down** to specify the order of the e-mail domain list for the Internet Mail Service.

Add or Edit E-Mail Domain

Use the **Add E-Mail Domain** dialog box to add an e-mail domain. Use **Edit E-Mail Domain** to edit an existing domain. Type the name of the new domain or edit the current name. Choose **DNS** or forward messages to a host that you type in the box.

 E-Mail Domain

 Delivery

Delivery

Use DNS

Choose this option when you want to use Domain Name System (DNS) queries to deliver messages to the domain specified in **E-Mail Domain**.

Forward all messages for this domain to host

Choose this option to forward e-mail to the host you specify. Type the host name in the box provided.

Dial using

Choose the RAS connection that you want to make an Internet Mail Service dial-up connection to a remote site or an Internet service provider.

Queue messages for ETRN

Choose to hold messages until an ETRN command is received. Messages are queued on this server until the ETRN request is received, rather than being sent from server to server in an attempt to deliver them.

E-Mail Domain

Type the name of the new e-mail domain or change the existing name.

Accept Connections

If you choose **From any host (secure or non-secure)**, messages from any host not explicitly listed will be accepted.

Choosing **Only from hosts using** enables the **Specify Hosts** button. Choose **Specify Hosts** to display the **Specify Host** dialog box. Use the dialog box to specify the host computers that you want to reject messages from.

Specify Hosts

Use **Specify Hosts** to identify the hosts that you will accept or reject messages from.

-  IP Address
-  Mask
-  Action
-  Relay
-  Add Button
-  Edit Button
-  Remove Button
-  Move Up Button
-  Move Down Button

IP Address

Displays the Internet Protocol (IP) address for the host.

Mask

Displays the mask for the IP address.

Action

Identifies whether messages will be accepted or rejected from the host.

Relay

Displays an X for hosts that are relay servers. If the host is not a relay server, **Relay** is blank.

Remove Button

Removes the selected host from the list of hosts that you will either accept or reject messages from.

Edit Button

Choose **Edit** to change whether you want to accept or reject messages from the selected host. You can also change the IP address or mask for a host that you are currently accepting or rejecting messages from.

Add Button

Choose **Add** to specify the IP address and mask for the host that you want to accept or reject messages from.

Move Up Button

Select an IP Address in the **Specify Hosts** list and select **Move Up** to move it above the previous item in the list.

Move Down Button

Select an IP Address in the **Specify Hosts** list and select **Move Down** to move it below the next item in the list.

Add or Edit Hosts

Use this dialog box to add or change a host IP address and choose whether the connection will be accepted or rejected (messages originating from the host will not be received).

- Accept connection from this host
- Reject connection from this host
- IP Address
- Mask
- Only accept from this host if it uses
- This host is a relay server

Mask

Type the mask for the IP address.

To control access, the IP address specified is matched against the IP address of the host that is connecting to the Internet Mail Service. The mask specifies which bits are relevant in the match. In Boolean logic, this is equivalent to exclusive-oring the addresses, then anding the result with the mask. If the result is zero, then it is a match.

For example:

IP 192.11.154.0

Mask: 255.255.255.0

Therefore, any IP address in 192.11.154. n would match, where $n = 1-254$.

IP Address

Type the IP address of the Simple Mail Transfer Protocol (SMTP) hosts(s) that will be accepted or rejected. Wildcarding is accomplished using the **Mask** box. If you are only specifying a single IP address to be rejected, you do not need to use the **Mask** box.

Reject connection from this host

Choose this option if you do not want to receive messages from this host.

Accept connection from this host

Choose this option if you want to receive messages from this host.

Only accept from this host if it uses

Choose this option if you want to accept connections from hosts using security. Choose **Authentication, Encryption** or **Auth and Encrypt**.

This host is a relay server

Choose this option if you want to override the security settings in the **Connections** property page and the client requirements in the **Add** dialog box.

Service Message Queues

Retry Interval (hrs.)

The Internet Mail Service can be set to wait a specified number of hours before retrying a host to which a previous connection attempt has failed. If the Internet Mail Service attempts to deliver a message to a Simple Mail Transfer Protocol (SMTP) host for which it has obtained an IP address and does not receive a response from the host, the connector attempts to reconnect after the period of time specified in the **Retry interval** box.

The first number in the list determines the time the Internet Mail Service will wait between the initial delivery attempt and the first retry. The second number is the amount of time the Internet Mail Service will wait between the first retry and the second retry. The last specified time interval will be repeated until either the connection is made or the specified timeout value has been reached.

Message Timeouts Button

Message timeout values can be specified for urgent (high importance), normal, and non-urgent (low importance) messages. If the timeout is reached before the message can be sent, the sender is notified with a non-delivery report (NDR) and the message is not sent.

Clients can only submit if homed on this server

Select to allow clients to submit messages only if they have a mailbox on this server.

Note This client restriction requires that you select **Only from hosts using: Authentication** or **Only from hosts using: Auth and Encrypt** in the **Accept Connections** box.

Clients can only submit if authentication account matches submission address

Select to allow clients to submit messages only if their Windows NT account matches the address in the **From** field of the message.

Note This client restriction requires that you select **Only from hosts using: Authentication** or **Only from hosts using: Auth and Encrypt** in the **Accept Connections** box.

Message Timeouts

Message timeout values can be specified for urgent (high importance), normal, and non-urgent (low importance) messages. If the timeout is reached before the message can be sent, the sender is notified with a non-delivery report (NDR) and the message is not sent.

-  [Urgent Message Timeout \(hrs\)](#)
-  [Normal Message Timeout \(hrs\)](#)
-  [Non-Urgent Message Timeout \(hrs\)](#)
-  [Disable notifications for queued mail](#)
-  [Notify sender for queued mail](#)
-  [Reset Default Values Button](#)

Reset Default Values Button

Resets the default hours values for the timeout and notification frequency boxes on the **Message Timeouts** dialog box.

Notify sender for queued mail

Choose one or more options to notify the sender of queued mail.

The Internet Mail Service notifies the sender when an outbound message has been queued beyond the time specified in the **Connections** property page. The default is to only notify the sender for queued mail of high importance.

Option	Description
Urgent mail every (hrs)	Select to enable notification for messages of high importance. This is the default. Type a value for the number of hours before notification. The default is 4 hours.
Normal mail every (hrs)	Select to enable notification for messages of normal importance. Type a value for the number of hours before notification. When selected, the default is 12 hours.
Non-urgent mail every (hrs)	Select to enable notification for messages of low importance. Type a value for the number of hours before notification. When selected, the default is 24 hours.

You can disable notification by choosing **Disable notifications for queued mail**.

Disable notifications for queued mail

Choosing this option means the Internet Mail Service will not notify the sender when an outbound message has been queued beyond the time specified on the **Connections** property page.

Non-urgent message timeout (hrs)

The maximum amount of time the Internet Mail Service will try to send a message of low importance. The default is 72 hours. The maximum value is 999.

Normal message timeout (hrs)

The maximum amount of time the Internet Mail Service will try to send a message of normal importance. The default is 48 hours. The maximum value is 999.

Urgent message timeout (hrs)

The maximum amount of time the Internet Mail Service will try to send a message of high importance. The default is 24 hours. The maximum value is 999.

Internet Mail (Internet Mail Service)

Overview

Use the **Internet Mail** property page to:

-  Assign an administrator's mailbox to receive delivery status messages.
-  Set up non-delivery report (NDR) notifications.
-  Specify a message attachment content format.
-  Specify a default character set.
-  Specify message content by domain.
-  Enable rich text for outbound messages.
-  Disable out-of-office responses.
-  Enable or disable automatic replies to the Internet and display names for outbound messages.
-  Specify the maximum number of characters per line.
-  Specify a fixed-width font.
-  Specify client S/MIME support.
-  Enable message tracking.

Administrator's Mailbox

Change Button

Notifications Button

Attachments (outbound)

Character Sets

E-Mail Domain Button

Clients Support S/MIME Signatures

Convert Inbound Message To Fixed-Width Font

Advanced Options Button

Enable Message Tracking

Administrator's Mailbox

Displays the recipient for the administrator's mailbox. To specify a different recipient, choose **Change**.

Change Button

Displays a dialog box that enables you to select a different administrator's mailbox.

Notifications Button

Displays the **Notifications** dialog box. Use the dialog box to specify when, and under what conditions, you want to send notifications for non-delivery reports (NDRs).

Attachments (outbound)

Specify whether outbound messages with attachments will be encoded using Multipurpose Internet Mail Extensions (MIME), UNIX-to-UNIX Encode (UUENCODE), or UUENCODE with the BinHex option for Macintosh files.

Character Sets

Specify the default character set to be used when sending outbound and receiving inbound Multipurpose Internet Mail Extensions (MIME) and non-MIME messages. When the content conversion occurs from Simple Mail Transfer Protocol (SMTP) to Exchange internal format and vice versa, the character set you specify is used. The Internet Mail Service should be configured to match remote SMTP hosts, or characters can be lost.

E-Mail Domain Button

Displays the **E-Mail Domain** dialog box. If you want to use different encoding methods and character sets for individual domains, use the dialog box to specify settings for the domains. These settings will override the default message content information and allow you to configure individual domains separately.

Clients Support S/MIME Signatures

Enable to convert a multipart, signed message to an unsigned MIME message.

Convert Inbound Message To Fixed-Width Font

Enable to have all inbound messages from the Internet Mail Service display in a fixed-width font (Courier).

Advanced Options Button

Displays the **Advanced Options** dialog box. Use the dialog box to specify whether advanced options such as Microsoft Exchange rich text, out-of-office replies, and automatic replies will be enabled.

Enable Message Tracking

When selected, causes the message transfer agent (MTA) to create a daily log file that contains routing information about all the messages that the MTA processes. These daily log files are used by the Message Tracking Center to determine routing information for specific messages.

E-Mail Domain

Allows you to add, edit, remove, or rearrange e-mail domains. If you want to use different encoding methods and character sets for individual domains, use the **E-Mail Domain** dialog box to specify settings for the domains. These settings will override the default message content information and allow you to configure individual domains separately.

-  [E-Mail Domain](#)
-  [Add Button](#)
-  [Edit Button](#)
-  [Remove Button](#)
-  [Move Up Button](#)
-  [Move Down Button](#)

Remove Button

Removes the selected e-mail domain from the list.

Edit Button

Displays the **Edit E-Mail Domain** dialog box. Use the dialog box to change the domain name, maximum message size, encoding method, and character set translation for the selected domain.

Add Button

Displays the **Add E-Mail Domain** dialog box. Use the dialog box to specify the domain name, maximum message size, encoding method, and character set translation for the new domain.

Move Up Button

Choose a domain in the **E-Mail Domain** list and select **Move Up** to move it above the previous item in the list.

Move Down Button

Choose a domain in the **E-Mail Domain** list and select **Move Down** to move it below the next item in the list.

E-Mail Domain

Lists e-mail domain names or IP addresses for domains. For a domain, you can change the maximum message size, encoding method, and character set translation.

The Internet Mail Service searches the list starting at the top and moves down until a match is found. Therefore, subdomain names should be listed before domains. You can use **Move Up** and **Move Down** to reposition domains in the list.

Add or Edit E-Mail Domain

Allows you to specify or change encoding methods and character sets for individual domains.

-  [E-Mail Domain](#)
-  [Maximum Message Size](#)
-  [Send Attachments Using](#)
-  [Advanced Options Button](#)
-  [Character Set Translation](#)

E-Mail Domain

Type the domain name or IP address of the domain. Subdomains and fully qualified domain names are allowed. Wildcard characters are not allowed.

Maximum Message Size

Specify the maximum number of bytes for messages sent using this connector or choose **No Limit**.

Notifications

Use the **Notifications** dialog box to specify when, and under what conditions, the Internet Mail Service should notify the administrator of non-delivery reports (NDRs).

- Always send notifications when non-delivery reports are generated
- Send notifications for these non-delivery reports

Send notifications for these non-delivery reports

Select to specify the types of non-delivery reports (NDRs) the administrator will receive. By default, **Multiple matches for an E-Mail address occurred** is the only option enabled.

Always send notifications when non-delivery reports are generated

Select to notify the administrator about all non-delivery reports. The box is clear by default.

Advanced Options

Use the **Advanced Options** dialog box to enable or disable advanced options such as Microsoft Exchange rich text, word-wrap, and automatic replies.

- Send Microsoft Exchange rich text formatting
- Disable Out of Office responses to the Internet
- Disable Automatic Replies to the Internet
- Disable sending Display names to the Internet
- Reset default values

Reset Default Values Button

Resets the advanced option boxes to their default values.

Disable sending Display names to the Internet

Select to disable display names for messages sent through the Internet Mail Service. Clear to enable display names for messages sent through the Internet Mail Service (the default).

Disable Automatic Replies to the Internet

Clear to allow automatic replies to messages received from the Internet. Select to disable automatic replies to messages received by the Internet Mail Service (the default).

Disable Out Of Office responses to the Internet

Clear to allow out-of-office responses to the Internet. Select to disable out-of-office responses to messages received by the Internet Mail Service (the default).

Send Microsoft Exchange rich text formatting

Select **Always** to always send Microsoft Exchange rich text, **User** to send Microsoft Exchange rich text only when enabled for the recipient (the default), or **Never** to never send Microsoft Exchange rich text.

Address Space (Connector)

Overview

Connectors are used to create paths for messages to be sent outside a site. These paths are represented by address spaces. Address spaces can be used to balance the messaging load when you use multiple connectors. For example, if you have two Internet Mail Services, you can designate one connector to process messages destined for domainA and domainB, and the other to process messages destined for domainC. However, if you use two Internet Mail Services to handle a large throughput to a single domain, you can configure both connectors to process the same addresses for equal load balancing.

Note If you have multiple routes to the same destination, the Internet Mail Service uses only the lowest cost route. If that connection is unavailable due to a communications problem, the Internet Mail Service does not use any of the higher cost routes. You can use mail exchanger (MX) records in Domain Name System (DNS) to override this and allow incoming mail to use a secondary route.

Type Column

Address Column

Cost Column

Scope Column

New Button

Edit Button

Remove Button

Type Column

Displays the type of address, such as X.400 or Simple Mail Transfer Protocol (SMTP).

Address Column

Displays the address space that the connector is responsible for. Type an asterisk (*) to have the message transfer agent (MTA) send all mail of that type to the connector.

Wildcard characters are implicit in the address space. For example, if you enter the cmail address space entry *** at SERVER1**, it matches all recipient addresses for the post office SERVER1. You can type a wildcard (* or ?) when necessary to specify a group of addresses. For example, entering SITE?? specifies all entries that contain SITE followed by two alphanumeric characters such as SITE01 and SITE11.

Cost Column

Defines the cost associated with the address space. Each address space cost is used to optimize outbound message routing but does not affect message reception. Routing costs range from 1 to 100. All mail is sent using the route with the lowest cost. If two or more routes are available with the same cost, the load placed on the routes is roughly equal.

Scope Column

Defines the scope associated with the address space.

New Button

Opens the **New Address Space** dialog box that allows you to create a new address space.

New Address Space

Use the **New Address Space** dialog box to create a new address space. Select an address space type from the **Select an address type** list box.

-  X400
-  MS
-  SMTP
-  Other

Edit Button

Displays the **Properties** dialog box for the selected connector. Use the dialog box to modify addressing information.

Remove Button

Deletes the selected address.

Other

Adds a new general address for the remote system. Type the address type, full address information, and the routing cost.

X400

In the various address information boxes, type the required X.400 address information. For more information, see *Microsoft Exchange Server Concepts and Planning*.

MS

In the various address information boxes, type the required Microsoft Mail address information. For more information, see *Microsoft Exchange Server Concepts and Planning*.

SMTP

Adds a Simple Mail Transfer Protocol (SMTP) address to the address space. Type the domain name or IP address of the SMTP system this connector is responsible for.

To route all SMTP messages through an Internet Mail Service, choose the **New Internet** template and choose **OK** without typing an e-mail domain. To route all messages to *company.com* through an Internet Mail Service, choose the **New Internet** template and type *company.com* under **E-Mail Domain**.

Delivery Restrictions (Connector)

[Overview](#)

Use the **Delivery Restrictions** property page to accept or reject messages from any sender listed in the Microsoft Exchange Server directory. For example, if a message is addressed to a foreign system, it is returned to the sender if the sender's address is in the **Reject messages from** box or does not appear in the **Accept messages from** box. Delivery restrictions are optional and do not affect incoming messages. The default is to accept messages from all senders and reject messages from none.

[Accept Messages From](#)

[Reject Messages From](#)

[Modify](#)

Accept Messages From

A list of all senders from which this recipient will accept messages. Select **All** if you want this recipient to accept messages from all senders, or select **List** and choose **Modify** to specify a list of senders.

Reject Messages From

A list of all senders from which this recipient will not accept messages. Select **None** if you want this recipient to accept messages from all senders, or select **List**, and choose **Modify** to specify a list of senders.

Modify

Opens the Address Book so you can select one or more recipients from the organization to add to either the **Accept Messages From** or the **Reject Messages From** boxes.

Connected Sites (Internet Mail Service)

Overview

Use the **Connected Sites** property page to ensure directory replication can take place and that other connectors in the organization can be accessed. Connected sites should list all sites that will receive mail through this Internet Mail Service, regardless of direct or indirect connection to the connector. Knowledge of all other sites is inherited automatically through directory replication.

Organization

Site

Routing Address

Cost

New

Edit

Remove

Organization

The directory name of the organization.

Site

The name of the site that will be connected.

Routing Address

The details of the address for the connected site.

Cost

A value associated with sending to this address, connector, or Simple Mail Transfer Protocol (SMTP) host. The default is 1. The number can be between 1 and 100.

Type

The type of address to use for encapsulation. This is an address type that is defined for recipients in the directory. An example of an address type is SMTP.

New

Displays the **General** and **Routing Address** property pages so you can define a new connected site. In the **General** property page, specify the Organization and Site. In the **Routing Address** property page, specify the Type, Address, and Cost.

Edit

Displays the **General** and **Routing Address** property pages so you can edit a selected connected site. In the **General** property page, specify the Organization and Site. In the **Routing Address** property page, specify the Type, Address, and Cost.

Remove

Removes the selected connected site.

New/Edit MIME Type

Use the **New MIME Type** dialog box to specify or select a Multipurpose Internet Mail Extensions (MIME) content type and its associated extension. Use the **Edit MIME Type** dialog box to change a MIME content type or associated extension.

 MIME Content Type

 Associated Extension

Associated Extension

Type the extension that will be associated with the content type.

MIME Content Type

Lists the Multipurpose Internet Mail Extensions (MIME) content types. You can also type a new MIME content type.

In MIME there are *primary types*, which describe the general content of a message, and *subtypes*, which describe the specific format of the file. The two types are separated by a forward slash, such as text/plain.

Queues (Internet Mail Service)

Overview

Use the **Queues** property page to examine the Internet Mail Service queues on each server when you suspect there may be problems with Internet mail. You can view important information about messages in the queues and delete problem messages. However, you cannot change the order of messages in the queue.

Queue Name

Destination Host

Originator

Submit Time

Delivery

Details Button

Refresh Button

Delete Button

Retry Now Button

Queue Name

There are four queues for the Internet Mail Service. Outbound messages travel from the MTA's Internet Mail Service queue (Exchsrvr\Imcdata\Out) to the Internet Mail Service's MTS-OUT queue in the information store. The Internet Mail Service converts the messages and places them in the Out queue until they are sent. The Internet Mail Service places messages received from the Internet in its In queue (Exchsrvr\Imcdata\In). The messages are then converted by the Internet Mail Service and moved to the MTS-IN queue in the information store.

Select one of the following queues.

Option	Description
Inbound messages awaiting conversion	Incoming messages waiting to be converted or rerouted by the Internet Mail Service and then delivered to the information store.
Inbound messages awaiting delivery	Messages in the MTS-IN queue in the information store. The next destination is the recipient.
Outbound messages awaiting conversion	Outgoing messages received from the MTA and waiting to be converted by the Internet Mail Service. The next destination is the Out queue.
Outgoing messages awaiting delivery	Messages queued for delivery in the Internet Mail Service scheduler, which roughly corresponds to the message files in the Imcdata\Out directory. Because some messages require delivery to multiple hosts, there may be more entries in the queue than there are files in the directory.

Destination Host

Name of the host server to which the message is being sent.

Originator

Name of the person who sent the message.

Submit Time

Time the message was sent.

Delivery Status

Indicates whether or not the delivery attempt was successful.

Details Button

Displays the **Details** dialog box to view information about a queued message.

Refresh Button

Updates the display of all Internet Mail Service queues.

Delete Button

Deletes those messages interfering with the processing of a queue. Deleted messages are permanently erased from the disk and a non-delivery report (NDR) is sent to the originator.

Retry Now Button

Forces the Internet Mail Service to attempt to transport the message.

Details

Use the **Details** dialog box to view information about a queued message.

-  Originator
-  Recipients
-  MTS-ID
-  Message ID
-  Destination Host
-  Submit Time
-  Size
-  Delivery Status
-  Next Retry Time
-  Retries

Retries

Number of times the connector attempted to deliver the message.

Next Retry Time

Time scheduled for resending if previous attempts were unsuccessful.

Size

Size of the message in bytes.

Message ID

Identifies the message. For incoming mail, the Message ID is assigned by the connector. For outgoing mail, it is assigned by the message transfer agent (MTA).

Recipients

Lists the mailboxes to which the message was sent.

MTS-ID

Identifies the message system component that handled the mail. For outgoing Microsoft Exchange Server mail, it identifies the message transfer agent (MTA).

Internet Mail Wizard

Microsoft Exchange Server provides connectivity to the Internet and other systems using Simple Mail Transfer Protocol (SMTP). The Microsoft Exchange Internet Mail Service, formerly known as the Microsoft Exchange Internet Mail Connector, provides access and message exchange to and from any system that supports SMTP.

Internet Mail Wizard Task List

For more information about these tasks, see *Microsoft Exchange Server Operations*.

Internet Mail Wizard Server Selection

Choose the server where the Internet Mail Service will be installed. Use the **Allow Internet mail through a dial-up connection** check box to enable connections using Microsoft Windows NT Remote Access Service (RAS).

Internet Mail Wizard Connection

Choose how you want the Internet Mail Service to send mail.

<u>Option</u>	<u>Description</u>
Use domain name system (DNS) to send mail	Select to resolve each recipient's domain address and deliver to the server with the most direct IP address returned by the Domain Name System (DNS). If available, the Hosts file and Windows Internet Naming System (WINS) can also provide resolution. Address resolution through DNS requires Microsoft Exchange Server to have a DNS server defined in the TCP/IP configuration, and the DNS server configuration must contain a mail exchanger (MX) entry for the domain.
Route all mail through a single host	Type the host name or IP address of the SMTP host that will process messages for the specified domain. If any host name cannot be resolved, the Internet Mail Service will not start, and a Windows NT application event log message will be generated. This option can be configured to process Simple Mail Transfer Protocol (SMTP) mail messages in a round-robin style. For example, you can type a comma-separated list of multiple hosts: host1,host2,host3. The first message will be sent to host1, the second message to host2, the third message to host3, the fourth message to host1, and so on.

Internet Mail Wizard Address Space

Specify whether the Internet Mail Service will send mail to all Internet addresses or to specified addresses.

For more information about using address spaces, see *Microsoft Exchange Server Operations*.

Internet Mail Wizard Site Address

Type the address that you want to generate for recipients defined on this Microsoft Exchange Server computer. The address will appear in the **Site Addressing** property page of the Configuration Site Addressing container and can be modified.

Administrator's Mailbox (Internet Mail Service)

Assign an administrator's mailbox to receive non-delivery status notifications and all messages delivered to the postmaster of this Internet Mail Service.

Internet Mail Wizard Service Account

Type the password of the service account.

For more information about the service account, see *Microsoft Exchange Server Concepts and Planning*.

Internet Mail Service Dial-Up Connection

Select a phone book entry from the RAS phone book.

For information about adding entries to the RAS phone book, see the Microsoft Windows NT Server documentation.

Internet Mail Wizard Finish

Choose **Finish** to install and start the Internet Mail Service.

Security (Internet Mail Service)

 [Overview](#)

Use the **Security** property page to enable security outbound connections to other systems. Messages transferred from one Microsoft Exchange Server computer to another are encrypted.

 [Add Button](#)

 [Edit Button](#)

 [Remove Button](#)

Add Button

Displays the **Edit E-Mail Domain security information** dialog box. Use the dialog box to add Windows NT account information for the domain.

Edit Button

Displays the properties of the selected domain. Use the dialog box to modify domain account information.

Remove Button

Deletes the selected e-mail domain.

Edit E-Mail Domain Security Information

You can use Windows NT security on connections to other systems. Use the **Edit E-Mail Domain security information** dialog box to provide the account, domain, and password that is effective for all connections, or you can provide separate security information for each domain you connect to.

Note To ensure the strongest possible encryption over outbound connections, choose SSL encryption or use a Windows NT account with a non-blank password.

<u>Option</u>	<u>Description</u>
No authentication or encryption	No security enabled.
SASL authentication/SSL encryption	Choose SASL/AUTH, SSL encryption , or both.
SASL/AUTH clear text password authentication	Use the AUTH LOGIN ESMTP extension to send the clear text account and password on the outbound connections.
SSL encryption	SSL encryption is enabled. The STARTTLS ESMTP extension is used.
Windows NT challenge/response authentication and encryption	Enables Windows NT security. Choose this option when the Internet Mail Service is used as a site connector and you want to encrypt data transferred over the Internet.

Routing (Internet Mail Service)

Overview

Use the **Routing** property page to intercept inbound messages from Simple Mail Transfer Protocol (SMTP) hosts or Post Office Protocol version 3 (POP3) and Internet Message Access Protocol Version 4rev1 (IMAP4) clients and selectively reroute those messages to other SMTP hosts before they are processed by the Internet Mail Service. The **Routing** property page enables the Internet Mail Service to act as a smart host that can route messages between the Internet and other SMTP hosts without the need to define custom recipients. If mail from POP3 or IMAP4 clients is to be routed to recipients outside the Microsoft Exchange Server organization, you must configure the Internet Mail Service to reroute mail.

If your organization uses multiple SMTP hosts, the **Routing** property page enables you to designate the Internet Mail Service as the single point of contact to the Internet. Other SMTP hosts can be configured to forward all messages to the Internet Mail Service, where the **Routing** property page will route messages appropriately.

The **Routing** property page contains a list of domain names and associated SMTP hosts. For each recipient of every inbound message the Internet Mail Service receives, the **Routing** property page compares the domain name on the address to the list of domain names in the **Routing** property page. If a match is found, the message for that particular recipient is rerouted to the associated host.

The match is compared to the rightmost part of the domain name in the recipient address. Only full subdomains are compared. For example, if the domain name in the table is sea.com, it matches an address of x.sea.com as well as sea.com, but not chelsea.com. The

list is searched from the most specific to the least specific match. For example, user@x.sea.com would match x.sea.com, sea.com, or .com. However, if x.sea.com is in the list, it is used because it is the most specific match. This occurs regardless of its placement in the list.

In cases where the associated SMTP host is set for **<inbound>**, domain names in the list represent names that should be handled by the Internet Mail Service. If the recipient address matches one of these domain names, the Internet Mail Service processes the recipient normally and attempts to deliver the message to the Microsoft Exchange Server. If no match is found, the Internet Mail Service reroutes the message outbound to the domain name in the recipient's address. For this reason, it is important to ensure that any domain names that must be routed to the Microsoft Exchange Server are listed in the **Routing** property page. In particular, any domain names used in SMTP addresses for Microsoft Exchange users must be defined in the **Routing** property page. Otherwise, reports and replies will not be deliverable and could cause routing loops.

-  [Do not reroute incoming SMTP mail](#)
-  [Reroute incoming SMTP mail \(required for POP3/IMAP4 support\)](#)
-  [Add Button](#)
-  [Edit Button](#)
-  [Remove Button](#)
-  [Instead of this table, use this custom routing program](#)

Do not reroute incoming SMTP mail

Only messages addressed to recipients listed in the Microsoft Exchange Server global address list are delivered. All other mail is returned with a non-delivery report (NDR).

Reroute incoming SMTP mail (required for POP3/IMAP4 support)

Incoming mail is rerouted according to the entries in the **Routing** property page.

Add Button

Opens the **Edit Routing Table Entry** dialog box to allow you to create new routing information.

Edit Button

Opens the **Edit Routing Table Entry** dialog box to allow you to modify routing information.

Remove Button

Deletes routing information.

Instead of this table, use this custom routing program

Allows you to specify the name of a custom routing program. Choose **Browse** to select the name of a custom routing program. For more information on custom routing files, see the *Microsoft Exchange Server Resource Guide*.

Edit Routing Table Entry (Internet Mail Service)

Use the **Edit Routing Table Entry** dialog box to specify the routing of messages bound for any domain. You may want inbound mail addressed to your domain to be received by this Internet Mail Service. To do this, you would route all mail destined for the organization to inbound. Or you can configure the Internet Mail Service so it translates domain names. For example, you could specify inbound mail addressed to x.sea.com be rerouted to server1.sales.sea.com. If no routing entry is specified for a domain, mail for that domain is rerouted outbound. This allows the Internet Mail Service to forward Internet mail for other hosts.

Option	Description
Should be accepted as "inbound"	Mail is accepted into the Microsoft Exchange Server organization.
Should be rerouted to this domain	Specify the domain name where the mail will be sent. The Internet Mail Service rewrites the address.

Dial-Up Connections (Internet Mail Service)

Overview

Use the **Dial-up Connections** property page to set connection and schedule information for using the Internet Mail Service and Remote Access Service (RAS) to connect to another site. Dial-up connections can be used when you do not want to have a permanent Internet Mail Service connection but would like to connect to an Internet service provider or remote site at specified intervals.

Available connections

Time-out after

Mail Retrieval Button

Logon Information Button

Schedule

Dial

Start, End

Mon, Tue, Wed, Thu, Fri

Weekends Button

Available connections

The names of configured RAS entries that are available for Internet Mail Service dial-up connections.

Mail Retrieval Button

Opens the **Mail Retrieval** property page. Your Internet service provider may require a command that identifies you to the provider and gives notification that you are ready to receive messages. You can use ETRN, if your host supports it, or you can specify a command, such as **ping**, to run on the local computer when the connection is established. ETRN is a Simple Mail Transfer Protocol (SMTP) extension that validates the identity of the client host.

Logon Information Button

Opens the **Logon Information** dialog box so you can provide the logon account and password required by the remote site or Internet service provider.

Time-out after

The amount of time, in minutes, to keep the RAS connection open and wait for inbound mail after the initial transfer is complete. If inbound mail is available before the time-out period expires, the mail is transferred and the time-out period begins again.

Outbound mail is sent only when a RAS connection is first established. When you set the time-out period, it should be long enough for the remote system to initiate its mail transfer but short enough that the RAS connection ends at some point and then reconnects to send outbound mail.

Schedule

Indicate whether you want to schedule an Internet Mail Service dial-up connection on a weekly or daily basis.

Dial

Use these buttons to determine how you want to connect to your Internet service provider or to a remote site using the Internet Mail Service dial-up feature.

Every

Specifies a dial-up connection at certain intervals. Type the number of hours and minutes between connection attempts. If you specify this option, a connection is made when you start the Internet Mail Service and then again at the specified interval.

At

Specifies a dial-up connection at a certain time. Type the time when you want to connect to your Internet service provider or a remote site.

When mail queued, but at most every

Specifies a dial-up connection only when messages are waiting to be sent. The number of minutes you enter determines the most frequent interval at which a dial-up connection is established, regardless of how much mail is waiting.

If no mail is waiting to be sent, the dial-up connection is made as soon as an outbound message is queued, as long as the specified interval has passed since the last connection was made.

Start, End

The hours during which the dial-up connection schedule takes effect. This applies only if you have values entered in the **Every** or **When mail queued, but at most every** box.

If you want the schedule to be active 24 hours a day, select the **All Day** check box.

Mon, Tue, Wed, Thu, Fri

Indicates when the Internet Mail Service dial-up schedule applies. You must select **Weekly** under **Schedule** for these options to appear.

Weekends Button

Sets up a schedule for using a dial-up connection during the weekends.

Mail Retrieval

Use the **Mail Retrieval** property page to identify you to your Internet service provider and to give notification that you are ready to receive messages. You can use ETRN, if your host supports it, or you can specify a command, such as **ping**, to run the local computer when the connection is established. ETRN is a Simple Mail Transfer Protocol (SMTP) extension that validates the identity of the client host.

-  [Retrieve mail using ETRN](#)
-  [Derive from routing property page](#)
-  [Use these domains](#)
-  [Add Button](#)
-  [Edit Button](#)
-  [Remove Button](#)
-  [Custom Command](#)
-  [Do not send retrieval command](#)

Retrieve mail using ETRN

Allows you to specify whether you will use the domains specified in the **Routing** property page or create a new list of domains.

Derive from routing property page

An at sign (@) is appended to the ETRN command for all domains listed in the **Routing** property page. This enables mail to be collected for all subdomains.

Use these domains

Choose **Add**, **Edit**, and **Remove** to create, modify, and delete domain names. Precede domain names with an at sign (@) to collect mail for all subdomains.

Add Button

Opens the **Domain to Retrieve** dialog box so you can create domain names. Precede domain names with an at sign (@) to collect mail for all subdomains.

Edit Button

Opens the **Domain to Retrieve** dialog box so you can modify domain names.

Remove Button

Deletes domain names.

Custom Command

Choose to enter a custom command, such as **ping**, or an executable file. This is run on the local computer when the connection is made.

Do not send retrieval command

Disables ETRN and does not send any command.

Logon Information

Use the **Logon Information** property page to set a password for the destination location of your dial-up connection.

Alternately, you can specify a RAS post-connection script and include logon information there. You should specify logon information either by using this dialog box or by using a script, but not both.



User Name



Domain



Password



Confirm Password

User Name

The name used to log on to the remote server.

Domain

The name of the domain that the user wants to log on to. Leave this box blank if the remote or Internet service provider does not have a domain.

Password

The password that you want to use.

Confirm Password

Type the password again.

Weekends (Internet Mail Service)

Use the **Weekends** dialog box to specify the schedule for connecting and downloading information from the Internet Mail Service on Saturday and Sunday.

Off

Turns off dial-up connections on Saturday and Sunday.

Every

Specifies a dial-up connection at certain intervals. Type the number of hours and minutes between connection attempts.

At

Specifies a dial-up connection at a certain time. Type the time when you want to connect to your Internet service provider or a remote site.

If outbound mail queued for

Specifies a dial-up connection only when messages are waiting to be sent. The number of minutes you enter determines the most frequent interval at which a dial-up connection is established, regardless of how much mail is waiting.

If no mail is waiting to be sent, the dial-up connection is made as soon as an outbound message is queued as long as the specified interval has passed since the last connection was made.

Start, End

Specifies a time when an Internet Mail Service dial-up connection begins and ends. You can also specify that the connection be in place for the entire day by selecting **All day**.

General (Site Encryption)

Overview

Use the **General** property page for the site to modify the display name that appears in the Administrator window and to choose a site where you want to enable a Key Management server (KM server).

Display name

Directory name

Primary KM Server Location

Choose Site Button

Display name

Type a maximum of 256 alphanumeric characters, which can include spaces and special characters. If no name is provided, the system prompts for a value.

Directory name

Displays the directory name of the Site Encryption Configuration object. This name is created during Microsoft Exchange Server Setup and cannot be modified.

Primary KM Server Location

Displays the site location name of the Key Management server (KM server). If this box is blank, a KM server does not exist in the current site and the Site Encryption Configuration object is not configured with a KM server.

Choose Site Button

Opens the **Key Management Server** dialog box allowing you to enable a site to use a Key Management server (KM server) in another site.

Note You should give careful consideration to how you configure advanced security when enabling additional KM servers in sites within your organization. Some configurations can result in users not being able to recover their security key from the key management database.

Key Management Server

Use the **Key Management Server** dialog box to enable advanced security in additional sites. There are two scenarios that can occur when determining how to enable advanced security in additional sites.

Scenario	Description
A Key Management server (KM server) does not exist in the current site, and the Site Encryption Configuration object is not configured with a KM server (the KM Server box in the General property page of the Site Encryption Configuration object is blank).	When you choose Choose Site in the General property page on the Site Encryption Configuration object, all KM servers in the organization are listed in the Key Management Server dialog box.
A KM server does not exist in the current site, but the Site Encryption Configuration object has been configured with a KM server and you want to configure the Site Encryption Configuration object to point to another KM server.	When you choose Choose Site in the General property page on the Site Encryption Configuration object, all KM servers in the organization are listed in the Key Management Server dialog box with the current KM server selected. If you select another KM server and choose OK , a message appears to warn you that security keys for existing users in your site may be unrecoverable if you configure the current site to use a different KM server.

Caution Configuring an existing site to use a different KM server in this organization requires enrolling all users in the site in advanced security for the new KM server. This can cause existing users in your site to no longer be able to recover their security keys. You should only choose a new KM server if you plan to remove the existing KM server and then move the existing key management database to the new KM server.

 Site Name

 Server Name

Site Name

Displays the name of the site where the Key Management server (KM server) resides.

Server Name

Displays the name of the Key Management server (KM server) residing at a site in your organization.

Permissions (Site Encryption)

[Overview](#)

Use the **Permissions** property page to specify the rights that users or groups have on the Encryption object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on an object. This properties page provides various default roles. You can also create custom roles.

[Windows NT Accounts With Inherited Permissions](#)

[NT Accounts With Permissions](#)

[Add Button](#)

[Remove Button](#)

[Roles](#)

[Rights](#)

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects subordinate to this object.
Modify User Attributes	Modify the User attributes associated with an object.
Modify Admin Attributes	Modify the Administrator attributes associated with an object.
Delete	Delete this object.
Modify Permissions	Change permissions on this object. For example, without this permission, a user could grant permissions to new objects but could not modify permissions on existing ones.
Search	Enable the selected user account to view the contents of the container.

Algorithms (Site Encryption)

Overview

The **Algorithms** property page lets you specify the type of encryption algorithm you want to use for your clients.

Note The selections you make on this property page can be modified later by users on the client.

Microsoft Exchange Server supports several types of encryption algorithms for encrypting the content of messages.

Preferred Microsoft Exchange 4.0 and 5.0 Encryption Algorithms

Preferred Microsoft Exchange 4.0 and 5.0 Encryption Algorithms

Microsoft Exchange Server 4.0 and 5.0 can use one of three encryption algorithms to encrypt the contents of a message: CAST-64, Data Encryption Standard (DES), and CAST-40. The North American version of the Microsoft Exchange Client supports all three algorithms. All other localized versions of the Microsoft Exchange Client support the CAST-40 algorithm.

Note You can change the North American preferred encryption algorithm from CAST-64 to DES and vice versa. However, you must renew all security-enabled users in the site where the change was made for the change to take effect. After you change the encryption algorithm, users can still read messages that were encrypted using the previous algorithm.

General (CA)

 Overview

Use the **General** property page to define the display name of the CA object and to view the directory name.

 Display name

 Directory name

Display name

Type a maximum of 256 alphanumeric characters, which can include spaces and special characters. If no name is provided, the system prompts for a value.

Directory name

Displays the directory name of the CA object. This name is created during Microsoft Exchange Server Setup and cannot be modified.

Permissions (CA)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the CA object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on an object. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects subordinate to this object.
Modify User Attributes	Modify the User attributes associated with an object.
Modify Admin Attributes	Modify the Administrator attributes associated with an object.
Delete	Delete this object.
Modify Permissions	Change permissions on this object. For example, without this permission, a user could grant permissions to new objects but could not modify permissions on existing ones.
Search	Enable the selected user account to view the contents of the container.

Administrators (CA)

 [Overview](#)

Use the **Administrators** property page to view the Windows NT accounts that have permissions to administer the Key Management server (KM server), to add or remove administrators, and to change an administrator's KM server password.

 [Windows NT Accounts With Permissions to Administer the Key Management Server](#)

 [Add Administrators Button](#)

 [Remove Administrators Button](#)

 [Change My KM Server Password Button](#)

Windows NT accounts with permissions to administer the Key Management server

Lists the Windows NT account names with access rights to the Key Management server (KM server).

Add Administrators Button

Displays the **Add Users** dialog box. Use the dialog box to select the administrators you want to grant permissions to.

Remove Administrators Button

Removes the selected administrator from the list of **Windows NT accounts with permissions to administer the Key Management server.**

Change My KM Server Password Button

Opens the **Change the password for the Key Management Server** dialog box to enable you to change your Key Management server (KM server) password.

Note If you have never changed the password, the default password is **password**.

Change the Password for the Key Management Server

Each advanced security administrator has a password that must be entered before advanced security tasks can be performed. When you attempt to access or modify advanced security information, the Administrator program prompts you to enter this password.

You are the only person who can change your security password. In general, it is a good idea for all security administrators to change their passwords occasionally. For example, if you suspect that your security password has been compromised, you should change it.

 Current password

 New password

 Verify password

Current password

Type your existing advanced security administrator password.

New password

Type your new password (case-sensitive).

Verify password

Retype the new password.

Key Management Server Password

Any time you attempt to access or modify advanced security information, you must enter your Key Management server (KM server) administrator password. Your default password is always **password** the first time you attempt to access advanced security features after installing the KM Server, or the first time you attempt to access advanced security features after being granted security administration privileges by an existing KM server administrator.

You can change your password from the [Administrators property page](#) of the CA object, which is located in the Configuration container.

-  [Domain/Username](#)
-  [KM Server password](#)
-  [Remember password for 5 minutes](#)

Key Management Server Passwords

Any time you attempt to access or modify advanced security information, you must enter your Key Management server (KM server) administrator password. Your default password is always **password** the first time you attempt to access advanced security features after installing the KM Server, or the first time you attempt to access advanced security features after being granted security administration privileges by an existing KM server administrator.

If multiple password policies have been set, the **Key Management Server Passwords** dialog box reflects the password policies. For example, you can set your KM server so that the cooperation of three administrators is necessary to recover or revoke a user's security key. If more than one username and associated administrator password is needed to recover or revoke a user's security keys, then the dialog box shows the total number of administrators required and the total number of administrators entered.

-  Domain/Username
-  KM Server password
-  Remember password for 5 minutes
-  Total number of administrators required
-  Total number of administrators needed

Domain/Username

Read-only information that shows the domain and username of the advanced security administrator who wants to perform advanced security tasks.

You can add or remove advanced security administrators from the **Administrators** property page of the CA object, which is located in the Configuration container.

KM Server password

Enter your Key Management server (KM server) password. Your default password is always **password** the first time you attempt to access advanced security features after installing the KM server, or the first time you attempt to access advanced security features after being granted security administration privileges by an existing KM server administrator.

You can change your KM server password from the **Administrators** property page of the CA object, which is located in the Configuration container.

Remember password for 5 minutes

Select if you want to avoid entering the password again each time you attempt to modify advanced security information for up to 5 minutes.

Total number of administrators required

Indicates the number of administrator passwords required to perform an advanced security task. This dialog box appears only if multiple password policies were set from the **Passwords** property page of the CA object.

Total number of administrators needed

A dynamic number that indicates the remaining number of administrator passwords needed to perform an advanced security task. This dialog box appears only if multiple password policies were set from the **Passwords** property page of the CA object.

Passwords (CA)

Overview

Use the **Passwords** property page to set multiple password policies. Multiple password policies prevent administrators from making changes to the Key Management server (KM server) without the authorization of one or more other administrators. Multiple password policies enable a KM server site to specify the number of administrator passwords that are required to add or delete KM server administrators, set multiple administrator passwords, and recover or revoke user security keys.

The first time you access the **Passwords** property page, only one administrator's password is needed. The default user name is the name of the current administrator. All user names are entered manually.

After you set the initial multiple password policies, the **Key Management Server Passwords** dialog box reflects the password policies by showing the number of user names and administrator passwords required to perform a task. You must choose **Apply**, **OK**, or **Cancel** before leaving the **Passwords** property page to update password policies.

 Add administrators, delete administrators, or edit these multiple password policies

 Recover a user's security keys

 Revoke a user's security keys

Add administrators, delete administrators, or edit these multiple password policies

Type the number of administrator passwords required to add or delete administrators, or to edit the multiple password policies.

Recover a user's security keys

Type the number of administrator passwords required to recover a user's security keys.

Revoke a user's security keys

Type the number of administrator passwords required to revoke a user's security keys.

Enrollment (CA)

Overview

Use the **Enrollment** property page to individually set the policies for transmitting temporary keys to users or to bulk enroll new users.

Allow email to be sent to the user with his or her temporary key and the welcome message

Edit Welcome Message Button

Bulk Enrollment Button

Allow email to be sent to the user with his or her temporary key and the welcome message

Select to set the policy for allowing the temporary key to be sent to the user using e-mail. The message is sent when you enable advanced security in the **Security** property page of the user's mailbox.

Edit Welcome Message Button

Opens the **Enrollment Welcome Message Properties** dialog box that allows you to customize the text of the enrollment welcome message. For example, you can include a description of your company's security policies in the message.

Enrollment Welcome Message Properties

If you selected the **Allow e-mail to be sent to the user with his or her temporary key and the welcome message** check box on the **Enrollment** property page, then a temporary key is sent to the user in an e-mail when you enable advanced security for that user's mailbox. You can customize the text of the enrollment welcome message.

The enrollment welcome message includes the name of the temporary key. You can delete the name of the temporary key from the message before sending the message to the user. For example, you can give users their temporary key in person. If you do so, you can send a generic message informing them that they should see the Key Management (KM server) administrator to obtain their temporary key.

-  Subject
-  Body
-  Default Settings Button

Subject

Type the subject of the enrollment welcome message.

Body

Type the text of the enrollment welcome message. By default, the enrollment welcome message includes the name of the temporary key. You can delete the name of the temporary key from the message before sending the message to the user. If you do so, you can send a generic message informing the user to contact the Key Management server (KM server) administrator to obtain a temporary key.

Default Settings Button

Restores the edit welcome message to its original text.

Bulk Enrollment Button

Opens the **Bulk Enroll Users in Advanced Security** dialog box that allows you to generate security keys in bulk to save time when there are a large number of new users to enroll. You must still transmit the security keys to users individually, and each user must complete the process of enabling advanced security on the client.

Bulk Enroll Users in Advanced Security

Users must have security keys before they can enable advanced security on the client. To enroll a large number of new users, you can generate security keys in bulk to save time. You must still transmit the security keys to users individually, and each user must complete the process of enabling advanced security on the client.

-  Container name
-  Modify Button
-  Mail temporary keys to all newly enrolled users
-  Save results in a file

Container name

Displays the name of the container that contains the mailbox of users you want to enroll. The default is the **Recipients** container.

Modify Button

Opens the **Bulk Enrollment Container** dialog box that allows you to select a different container. Each container with users you want to enroll must be individually selected. Subcontainers are not included when you select a container.

Bulk Enrollment Container

Select the container of recipients you want to bulk enroll. Your selection will not include subcontainers.

Mail temporary keys to all newly enrolled users

Allows you to send temporary keys to users through e-mail. Users who are being enrolled for the first time will receive their temporary key through e-mail.

Save results in a file

Writes information such as organization, site, and user name to a file that includes advanced security information for both new and users who were enrolled previously. This files enables you to obtain the status of a user's advanced security information quickly.

General LDAP (Directory) Site Defaults

 [Overview](#)

Use the **General** property page to configure site [Lightweight Directory Access Protocol \(LDAP\)](#) for all servers in the site.

 [Display name](#)

 [Directory name](#)

 [Enable protocol](#)

 [Administrative note](#)

Display Name

The display name for the protocol in the Administrator window. It can be up to 256 alphanumeric characters and is not case-sensitive.

Directory Name

The directory name is defined during installation and cannot be changed.

Enable Protocol

Select to enable client access to the directory on this server using Lightweight Directory Access Protocol (LDAP).

Administrative note

You can enter any information (up to 1024 characters) that pertains to this object. This information is visible only in the Administrator program.

Permissions LDAP (Directory) Site Defaults

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this protocol. You delegate permissions to a user or group by assigning the user or group a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under the site object.
Modify User Attributes	Modify the User attributes associated with this site and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.

Authentication LDAP (Directory) Site Defaults

Overview

Use the **Authentication** property page to specify the authentication method a Lightweight Directory Access Protocol (LDAP) client uses to access information on the Microsoft Exchange Server computer. In order for an LDAP client to log on to the Microsoft Exchange Server computer, one of the authentication methods that the client supports must be enabled on the server. Check with your client's vendor if you are unsure which authentication methods are available.

Choose one or more options to set authentication.

<u>Option</u>	<u>Description</u>
Basic (Clear Text)	Enable authentication through an unencrypted user name and password.
Basic (Clear Text) using SSL	Enable authentication and all client/server communication to occur through an SSL-encrypted channel on port 636. SSL is a protocol that provides secure data communication using data encryption and decryption.
Windows NT Challenge/Response	Enable authentication through Windows NT network security and an encrypted password.
Windows NT Challenge/Response using SSL	Enable authentication using Windows NT network security to occur through an SSL-encrypted channel.
MCIS Membership System	Enable authentication using Windows NT network security to occur through the Microsoft Commercial Internet Server (MCIS) Membership System.
MCIS Membership System using SSL	Enables authentication using Windows NT network security to occur through the MCIS Membership System over an SSL connection.

Anonymous LDAP (Directory) Site Defaults

Overview

Use the **Anonymous** property page to specify anonymous directory access for Lightweight Directory Access Protocol (LDAP) clients to Microsoft Exchange Server.

To set which attributes are visible to anonymous and authenticated users, use the **Attributes** property page on the DS Site Configuration object.

Search LDAP (Directory) Site Default

Overview

Lightweight Directory Access Protocol (LDAP) allows LDAP clients to perform searches when connected to a directory. For example, if you search the directory for a particular user, LDAP returns the entry for that user. LDAP matches the requested information with an entry in the directory by performing substring searches. There are three types of substring searches that LDAP can perform:

- **Initial substring search**

The directory matches the substring that the user specifies against the beginning of an attribute in the directory. For example, an initial substring search for “St” in a display name would return Suzan (Fine). Initial substring searches are typically faster than the other types of substring searches.

- **Final substring search**

The directory matches the substring that the user specifies against the end of an attribute in the directory. For example, an initial substring search for “ne” in a display name would return Stacey and Steve, but not Sean or Shannon. Initial substring searches are typically slower than initial substring searches.

- **Any substring search**

The directory matches the substring that the user specifies against any portion of an attribute in the directory. For example, a substring search for “r” in a display name would return Maria and Raymond. Any substring searches are the slowest substring searches.

<u>Option</u>	<u>Description</u>
Treat "any" substring searches as "initial" substring searches (fast)	Specifies that only initial substring searches will be performed. Final substring searches will not be performed, and any substring searches are converted to initial substring searches (which will return partial but sometimes incomplete results).
Allow only "initial" substring searches (fast)	Specifies that only initial substring searches will be performed. Final substring searches and any substring searches will not be performed.
Allow all substring searches (slow)	Specifies that all substring searches will be performed, including initial, any, or final.
Maximum number of search results returned	Specifies the maximum number of entries that will be returned for all searches. Performance decreases as this number increases. If more than the maximum number of specified results are found in an LDAP search, Microsoft Exchange Server does not return results for the search. If no number is specified, a default of 100 is used for the number.

Referrals LDAP (Directory) Site Defaults

Overview

If a Lightweight Directory Access Protocol (LDAP) client requests information that your Microsoft Exchange Server computer doesn't have, you can configure your server to refer the client to another server that can fulfill the request. For example, if a client searches on server A for the phone number for John Baker, but John Baker is in another organization, server A tells the client to request the information from a server in John Baker's organization. You can use the **Referrals** property page to specify the server outside of your organization that an LDAP client connects to for information.

Note Clients can only be referred to servers outside the local Microsoft Exchange Server organization.

 New/Edit Button

 Remove Button

 Default Referral Button

Add or Change a Referral

Opens the **Referral Details** dialog box. You can use the dialog box to add or edit a referral server to provide information requested by a client.

Remove Referral

Removes the selected referral server.

Default Referral

Designates the selected server as the default referral server.

Idle Time-out LDAP (Directory) Site Defaults

 [Overview](#)

Use the **Idle Time-out** property page to specify how long LDAP connections can remain idle before they are closed.

<u>Option</u>	<u>Description</u>
Do not close idle connections	Idle connections never close.
Close idle connections	Idle connections close after the time period specified in the Time-out (minutes) box.
Time-out (minutes)	The amount of time in minutes a connection can remain idle before being closed.

General LDAP (Directory) Settings - Server

 [Overview](#)

Use the **General** property page to configure site Lightweight Directory Access Protocol (LDAP) defaults for a server in the site.

-  [Display name](#)
-  [Directory name](#)
-  [Enable protocol](#)
-  [Administrative note](#)
-  [Use values from this site object](#)

Use values from this site object

Select to configure the Lightweight Directory Access Protocol (LDAP) properties for this server using the site settings (this is the default). Clear to configure the LDAP properties for this server differently than the site settings.

To view the site LDAP configuration, select the Configuration container. Select the Protocols container and choose **LDAP (Directory) Site Defaults**.

Permissions LDAP (Directory) Settings - Server

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this protocol. You delegate permissions to a user or group by assigning the user or group a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

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Remove Button

Roles

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The following table lists the rights you can use to define roles.

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Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.

Authentication LDAP (Directory) Settings - Server

Overview

Use the **Authentication** property page to specify the authentication method a Lightweight Directory Access Protocol (LDAP) client uses to access information on the Microsoft Exchange Server computer. In order for an LDAP client to log on to the Microsoft Exchange Server computer, one of the authentication methods that the client supports must be enabled on the server. Check with your client's vendor if you are unsure which authentication methods are available.

Choose one or more options to set authentication.

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Anonymous LDAP (Directory) Settings - Server

Overview

Use the **Anonymous** property page to specify anonymous directory access for Lightweight Directory Access Protocol (LDAP) clients to Microsoft Exchange Server.

To set which attributes are visible to anonymous and authenticated users, use the **Attributes** property page on the DS Site Configuration object.

Search LDAP (Directory) Settings - Server

Overview

Lightweight Directory Access Protocol (LDAP) allows LDAP clients to perform searches when connected to a directory. For example, if a user searches the directory for a particular user, LDAP returns the entry for that user. LDAP provides search capabilities by matching the requested information with an entry in the directory by performing substring searches. There are three types of substring searches that LDAP can perform:

- **Initial substring search**

The directory matches the substring that the user specifies against the beginning of an attribute in the directory. For example, an initial substring search for “St” in a display name would return Suzan (Fine). Initial substring searches are typically faster than the other types of substring searches.

- **Final substring search**

The directory matches the substring that the user specifies against the end of an attribute in the directory. For example, an initial substring search for “ne” in a display name would return Stacey and Steve, but not Sean or Shannon. Initial substring searches are typically slower than initial substring searches.

- **Any substring search**

The directory matches the substring that the user specifies against any portion of an attribute in the directory. For example, a substring search for “r” in a display name would return Maria and Raymond. Any substring searches are the slowest substring searches.

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Allow all substring searches (slow)	Specifies that all substring searches will be performed, including initial, any, or final substring searches.
Maximum number of search results returned	Specifies the maximum number of entries that will be returned for all searches. Performance decreases as this number increases. If more than the maximum number of specified results are found in an LDAP search, Microsoft Exchange Server does not return any results for the search. If no number is specified, a default of 100 is used for the number.

Referrals LDAP (Directory) Settings - Server

Overview

If a Lightweight Directory Access Protocol (LDAP) client requests information that your Microsoft Exchange Server computer doesn't have, you can configure your server to refer the client to another server that can fulfill the request. For example, if a client searches on server A for the telephone number for John Baker, but John Baker is in another organization, server A tells the client to request the information from a server in John Baker's organization. You can use the **Referrals** property page to specify the server outside of your organization that an LDAP client connects to for information.

Note Clients can only be referred to servers outside the local Microsoft Exchange Server organization.

New/Edit Button

Remove Button

Default Referral Button

Add or Change a Referral

Opens the **Referral Details** dialog box. You can use the dialog box to add or edit a referral server to provide information that is requested by a client.

Remove Referral

Removes the selected referral server.

Default Referral

Designates the selected server as the default referral server.

Referral Details

Use the **Referral Details** dialog box to add or edit a referral server that is used to provide information requested by a client.

<u>Options</u>	<u>Description</u>
Server Name	The Domain Name System (DNS) name of the server that is used for the referral, for example, server.fab.com.
Directory Name	The base directory name (specified in RFC 1779 format) that is used to generate a referral, for example, ou=exchange,o=fab,c=us.
Port	The port number used to connect to the other server.
Connect over SSL	Specifies whether the connection to the other server occurs using a Secure Sockets Layer (SLL) port.

Idle Time-out LDAP (Directory) Settings - Server

Overview

Use the **Idle Time-out** property page to specify how long Lightweight Directory Access Protocol (LDAP) connections can remain idle before they are closed.

<u>Option</u>	<u>Description</u>
Do not close idle connections	Idle connections never close. This is the default.
Close idle connections	Idle connections close after the time period specified in the Time-out (minutes) box.
Time-out (minutes)	The amount of time in minutes a connection can remain idle before being closed.

Lightweight directory access protocol (LDAP) is an Internet protocol that allows access to directory information. Clients with access can use LDAP to browse, read, and search directory listings in the Microsoft Exchange Server version 5.0 directory. For example, the user can view information, such as department names and locations, with any application that supports the LDAP protocol. LDAP requires a Transmission Control Protocol/Internet Protocol (TCP/IP) connection.

Menu and Command Reference

Click any of the following menu option names for a list of all menu commands. For detailed information about a specific command, click the command name.

[File](#) [Edit](#) [View](#) [Tools](#) [Window](#) [Help](#)

File Menu

Connect to Server

Close

New Mailbox

New Distribution List

New Custom Recipient

New Other >

Server Monitor

Link Monitor

Recipients Container

Address Book View

Address Book View Container

MTA Transport Stack

X.400 Connector

Dynamic RAS Connector

Site Connector

Directory Replication Connector

Dirsync Requestor

Dirsync Server

Remote Dirsync Requestor

Information Store

Newsfeed

Internet Mail Service

Raw Object

Save Window Contents

Properties

Raw Properties

Duplicate

Exit

Edit Menu

Undo

Cut

Copy

Paste

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Select All

View Menu

Mailboxes

Distribution Lists

Custom Recipients

Public Folders

All

Hidden Recipients

Raw Directory

Columns

Sort by >

Display Name

Last Modified Date

Font

Move Splitbar

Toolbar

Status Bar

Tools Menu[Directory Import](#)[Directory Export](#)[Extract Windows NT Account List](#)[Extract NetWare Account List](#)[Find Recipients](#)[Move Mailbox](#)[Add to Address Book View](#)[Clean Mailbox](#)[Start Monitor](#)[Track Message](#)[Forms Administrator](#)[Newsgroup Hierarchies](#)[Save Connections on Exit](#)[Save Connections Now](#)[Customize Toolbar](#)[Options](#)

Window Menu

New Window

Cascade

Tile Horizontally

Tile Vertically

Arrange Icons

Refresh

Select Window

Help Menu

[Microsoft Exchange Server Help Topics](#)

[Books Online](#)

[About Microsoft Exchange Server](#)

File Menu

File Edit View Tools Window Help

Use the commands on this menu to open and close connections to Microsoft Exchange Server computers, to create new recipients, monitors, and connectors, to duplicate objects, to view an object's properties, and to quit Microsoft Exchange Server. For more information, choose a command name.

Connect to Server

Close

New Mailbox

New Distribution List

New Custom Recipient

New Other >

Server Monitor

Link Monitor

Recipients Container

Address Book View

Address Book View Container

MTA Transport Stack

X.400 Connector

Dynamic RAS Connector

Site Connector

Directory Replication Connector

Dirsync Requestor

Dirsync Server

Remote Dirsync Requestor

Information Store

Newsfeed

Internet Mail Service

Raw Object

Save Window Contents

Properties

Raw Properties

Duplicate

Exit

Connect to Server Command (File Menu)

File Edit View Tools Window Help

Specify the Microsoft Exchange Server computer to which you want to connect. To administer a site, you must connect to a server in that site.

Connecting to a server provides a view of the directory hierarchy from that server's perspective. You can view and modify the attributes of all directory objects within the site, provided you have sufficient permissions. In addition, you can view (but not modify) directory objects in other sites that replicate directory information to this site.

Connect to Server Dialog Box Options

-  What server do you want to connect to?
-  Browse Button
-  Set As Default

What server do you want to connect to?

Type the name of the server to which you want to connect, or choose **Browse** to select a server.

Browse Button

Opens the **Server Browser** dialog box, where you can select any available server in your organization.

Set As Default

Select this option to automatically connect to the server shown in **Connect To Which Server?** each time you start the Microsoft Exchange Administrator program.

Close Command (File Menu)

File Edit View Tools Window Help

Disconnects from a connected server. If you have connections to multiple servers, select the window for the connection you wish to close, and choose **Close**.

New Mailbox Command (File Menu)

File Edit View Tools Window Help

See Also

Creates a new Microsoft Exchange Server [mailbox](#).

Choosing **New Mailbox** opens the [Mailbox property pages](#), where you can provide configuration information for the new mailbox.

See Also

[Mailbox Overview](#)

New Distribution List Command (File Menu)

File Edit View Tools Window Help

See Also

Creates a new distribution list.

Choosing the New Distribution List command opens the Distribution List property pages, where you can add or remove recipients from the distribution list and provide other configuration information.

See Also

[Distribution List Overview](#)

New Custom Recipient Command (File Menu)

File Edit View Tools Window Help

See Also

Creates a new custom recipient.

Choosing the **New Custom Recipient** command opens the **New E-Mail Address dialog box**, where you can select the type of address you want to create for this custom recipient.

See Also

[Custom Recipient Overview](#)

New Other Command (File Menu)

File Edit View Tools Window Help

Lists a variety of commands for creating objects, including server and link monitors, recipients containers, X.400 connectors and transport stacks, dirsync requestors and servers, remote dirsync requestors, and site connectors.

New Server Monitor Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new server monitor, which monitors the status of Microsoft Exchange Server services running on one or more servers.

Choosing the **New Server Monitor** command opens the Server Monitor property pages, where you can provide configuration information for the new server monitor.

See Also

[Server Monitor Overview](#)

New Link Monitor Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new [link monitor](#), which monitors the status of messaging links along any messaging path.

Choosing the **New Link Monitor** command opens the [Link Monitor property pages](#), where you can provide configuration information for the new link monitor.

See Also

[Link Monitor Overview](#)

New Recipients Container Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new recipients container. Recipients containers hold message recipients. There can be numerous recipients containers in a site.

Choosing **New Recipients Container** opens the [Recipients Container property pages](#), where can you provide configuration information for the new recipients container.

See Also

[Recipients Container Overview](#)

New Address Book View Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new Address Book view.

Choosing **New Address Book View** opens the **Address Book View** property page, which you use to configure the new view.

See Also

[Address Book View Overview](#)

New Address Book View Container Command (New Other Menu)

File Edit View Tools Window Help

Creates a new Address Book View container.

Choosing **New Address Book View Container** opens the **Address Book View Container** property page, which you use to configure the new Address Book View container.

New MTA Transport Stack Command (New Other Menu)

File Edit View Tools Window Help

See Also

Installs an [MTA transport stack](#) on this server.

Before creating an X.400 or dynamic RAS connector, you must install the corresponding transport stack. For example, if you want to create an X.400 TP/4 connector, you must first install and configure a TP/4 stack.

Choosing **New MTA Transport Stack** opens the **New MTA Transport Stack** dialog box where you can select the type of stack you want to install.

See Also

[MTA Transport Stack Overview](#)

New X.400 Connector Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new X.400 connector, which connects a site to other X.400 systems or to other sites in your organization. Before creating an X.400 connector, you must install a corresponding [MTA transport stack](#) on any server in your site.

Choosing **New X.400 Connector** opens the **New X.400 Connector** dialog box, where you select the type of connector you want to create. You then configure the connector using the [X.400 Connector property pages](#).

See Also

[X.400 Connector Overview](#)

New Dynamic RAS Connector Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new Dynamic RAS Connector, which connects two Microsoft Exchange Server sites over RAS.

See Also

[Dynamic RAS Connector Overview](#)

New Site Connector Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new site connector. A site connector connects two sites that are on the same local area network.

See Also

[Site Connector Overview](#)

New Directory Replication Connector Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new directory replication connector, which enables sharing of up-to-date directory information between Microsoft Exchange Server sites.

See Also

[Directory Replication Connector Overview](#)

New Dirsync Requestor Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new directory synchronization requestor.

Choosing the **New Dirsync Requestor** command opens the Dirsync Requestor property pages, where you provide configuration information for the new requestor.

See Also

[Dirsync Requestor Overview](#)

New Dirsync Server Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new dirsync server. A dirsync server is a component used in the process of exchanging directory information with systems that follow the MS Mail 3.x Dirsync protocol. It configures the DXA to send updated directory information to remote dirsync requestors.

Note Once you create a dirsync server, you must create one remote dirsync requestor record for each dirsync requestor that will be using this dirsync server.

Choosing **New Dirsync Server** opens the Dirsync Server property pages, where you provide configuration information for the new server.

See Also

[Dirsync Server Overview](#)

New Remote Dirsync Requestor Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new remote dirsync requestor. A remote dirsync requestor is a component used for exchanging directory information with systems that use the MS Mail 3.x Dirsync protocol. It defines a remote dirsync requestor record.

Note The **New Remote Dirsync Requestor** command is disabled until you create a Microsoft Exchange Server dirsync server.

See Also

[Remote Dirsync Requestor Overview](#)

New Information Store Command (New Other Menu)

File Edit View Tools Window Help

Creates a new public or private information store. The public information store holds all public folders and public folder replicas on a server and the information that they contain. The private information store holds all mailboxes on a server and the information, such as messages and attachments, that they contain.

New Newsfeed Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new newsfeed.

Choosing **New Newsfeed** opens the Newsfeed Configuration Wizard, which you use to create and configure new newsfeeds.

See Also

[Newsfeed Overview](#)

New Internet Mail Service Command (New Other Menu)

File Edit View Tools Window Help

See Also

Creates a new Internet Mail Service.

Choosing **New Internet Mail Service** opens the Internet Mail Wizard, which you use to create and configure a new service.

See Also

[Internet Mail Service Overview](#)

Raw Object Command (New Other Menu)

File Edit View Tools Window Help

Creates a new raw object.

Note This command is available only when running the Microsoft Exchange Server Administrator program in raw mode. Use the /r command line switch to start the Administrator program in raw mode.

Save Window Contents (File Menu)

File Edit View Tools Window Help

Saves the contents of the selected window in the Administrator program to a comma-separated value (.csv) file.

Properties Command (File Menu)

File Edit View Tools Window Help

Displays the properties of the currently selected directory object.

Raw Properties Command (File Menu)

File Edit View Tools Window Help

See Also

Displays the raw properties of the currently selected directory object. Raw properties are the list of all schema attributes associated with a particular object.

Note This command is available only when running the Microsoft Exchange Server Administrator program in raw mode. Use the /r command line switch to start the Administrator program in raw mode.

See Also

[Command Line Switches](#)

Duplicate Command (File Menu)



Duplicates the currently selected object. Choosing **Duplicate** creates a new object with the same properties as the selected object. Properties that are unique for every object (such as the display name) are left blank and must be filled in.

Exit Command (File Menu)



Quits the Microsoft Exchange Server Administrator program, and closes any open connections to Microsoft Exchange Server computers.

Edit Menu

File Edit View Tools Window Help

Use the commands on this menu to move, copy, delete, replace, and select text. For more information, choose a command name.

Undo

Cut

Copy

Paste

Delete

Delete Row Object

Select All

Undo Command (Edit Menu)

File Edit View Tools Window Help

Reverses the effects of the last move, copy, delete, or select action you performed. If you cannot reverse your last action, **Undo** is unavailable.

Cut Command (Edit Menu)

File Edit View Tools Window Help

Moves selected text onto the Clipboard. Text that you cut or copy onto the Clipboard replaces the previous Clipboard contents.

Copy Command (Edit Menu)

File Edit View Tools Window Help

Copies selected text onto the Clipboard. Text that you copy onto the Clipboard replaces the previous Clipboard contents.

Paste Command (Edit Menu)

File Edit View Tools Window Help

Inserts the Clipboard contents at the insertion point. If any text is selected, **Paste** replaces it with the contents of the Clipboard. If the Clipboard is empty or the selection cannot be replaced, **Paste** is not available.

Delete Command (Edit Menu)

File Edit View Tools Window Help

Deletes the currently selected directory object.

Warning Once you delete an object it can be recovered only by restoring directory and information store data from a previously made backup tape.

Delete Raw Object (Edit Menu)

File Edit View Tools Window Help

Deletes the selected raw object.

Note This command is available only when running the Microsoft Exchange Server Administrator program in raw mode. Use the /r command line switch to start the Administrator program in raw mode.

Select All Command (Edit Menu)

File Edit View Tools Window Help

Selects all objects that appear on the right side of the Administrator window.

View Menu

File Edit **View** Tools Window Help

Use the commands on this menu to change the way information is displayed in the Administrator window. For more information, choose a command name.

Mailboxes

Distribution Lists

Custom Recipients

Public Folders

All

Hidden Recipients

Raw Directory

Columns

Sort by >

 Display Name

 Last Modified Date

Font

Move Splitbar

Toolbar

Status Bar

Mailboxes Command (View Menu)

File Edit View Tools Window Help

Changes the view of the currently selected Recipients container to show only mailboxes.

Note This command is available only when a Recipients container is selected.

Distribution Lists Command (View Menu)

File Edit **View** Tools Window Help

Changes the view of the currently selected Recipients container to show only distribution lists.

Note This command is available only when a Recipients container is selected.

Custom Recipients Command (View Menu)

File Edit **View** Tools Window Help

Changes the view of the currently selected Recipients container to show only custom recipients.

Note This command is available only when a Recipients container is selected.

Public Folders Command (View Menu)

File Edit View Tools Window Help

Changes the view of the currently selected Recipients container to show only public folders.

Note This command is available only when a Recipients container is selected.

All Command (View Menu)

File Edit **View** Tools Window Help

Changes the view of the currently selected Recipients container to show all recipient types (mailboxes, distribution lists, custom recipients, and public folders).

Note This command is available only when a Recipients container is selected.

Hidden Recipients Command (View Menu)

File Edit **View** Tools Window Help

Displays all hidden recipients in the currently selected Recipients container. Hidden recipients represent system objects that are used for configuration and replication purposes and do not normally appear in the directory.

Note This command is available only when a Recipients container is selected.

Columns Command (View Menu)

File Edit **View** Tools Window Help

Changes the columns of information that appear in the selected Recipients container.

Note This command is available only when a Recipients container is selected.

Raw Directory Command (View Menu)

File Edit **View** Tools Window Help

Changes the view of the left side of the Administrator window to a raw directory.

Note This command is available only when running the Microsoft Exchange Server Administrator program in raw mode. Use the /r command line switch to start the Administrator program in raw mode.

Sort By Command (View Menu)

File Edit **View** Tools Window Help

Lists the sorting options for directory objects that appear on the right side of the Administrator window.

You can sort by:



Display name



Date the object was last modified

Select the sort option you want.

Display Name Command (Sort By Menu)

File Edit **View** Tools Window Help

Sorts directory objects that appear on the right side of the Administrator window alphabetically by display name.

Last Modified Date Command (Sort By Menu)

File Edit View Tools Window Help

Sorts directory objects that appear on the right side of the Administrator window chronologically by when they were last modified.

Font Command (View Menu)

File Edit **View** Tools Window Help

Changes the display font used in the Administrator window. **Font** opens the standard **Font** dialog box, which lets you choose a font type, style, and size.

Move Splitbar Command (View Menu)

File Edit **View** Tools Window Help

Moves the split bar, which divides the left side of the Administrator window from the right side.



You can click the split bar and drag it to the left or right.

Toolbar Command (View Menu)

File Edit View Tools Window Help

Displays or hides the toolbar at the top of the window. You can use the toolbar to perform tasks more quickly. The toolbar contains buttons that enable you to perform common tasks in the Microsoft Exchange Server Administrator program, such as adding new mailboxes. The toolbar is visible by default.

You can use the **Tools** menu **Customize Toolbar** dialog box to add or remove items that appear on the toolbar.

Status Bar Command (View Menu)

File Edit **View** Tools Window Help

Displays or hides the status bar at the bottom of the window.

 When the status bar is displayed, **Status Bar** is checked on the View menu.

The status bar displays the following information:

 Information about a selected command.

 Progress indicators when some action is taking place, such as connecting to a server.

The box on the right end of the status bar displays the total number of directory objects in the currently selected container.

Tools Menu

File Edit View Tools Window Help

Provides access to tools that let you perform a variety of administrative tasks. For more information, choose a command name.

Directory Import

Directory Export

Extract Windows NT Account List

Extract NetWare Account List

Find Recipients

Move Mailbox

Add to Address Book View

Clean Mailbox

Start Monitor

Track Message

Forms Administrator

Newsgroup Hierarchies

Save Connections on Exit

Save Connections Now

Customize Toolbar

Options

Directory Import Command (Tools Menu)

File Edit View **Tools** Window Help

See Also

Creates or modifies directory objects based on the contents of a text file.

You can use **Directory Import** to:

-  Import directory information from another e-mail system.
-  Add or change personal information (such as phone number and mailbox space quotas) to existing mailboxes and custom recipients.
-  Create distribution lists and populate them with members.
-  Modify directory attributes of all services in a site.

Directory Import Dialog Box Options

-  Windows NT Domain
-  MS Exchange Server
-  Container Button
-  Recipient Template/Recipient Button
-  Import File/File Button
-  Account Creation Options
-  Logging Level Options
-  Separators Button
-  Multivalued Properties

See Also

[Command Line Directory Import Utility](#)

Windows NT Domain

Select the Windows NT domain where new accounts will be created. This applies if you select **Create Windows NT Account** under Account Creation Options.

MS Exchange Server

Select the Microsoft Exchange Server computer in this site where you want to import directory information.

Container Button

Displays all recipient containers for the site. Select the recipient container where directory information will be imported and choose **OK**.

Recipient Template Button

Displays the template mailbox, distribution list, or custom recipient to copy for all new recipients of the same type that are imported.

Choose **Recipient** to open the Address Book where you can select a recipient.

Import File Button

Shows the path and file name of the import file that contains the information you are importing.

Choose **File** to specify the path and filename for the import file.

Account Creation Options

Select options for creating or deleting Windows NT accounts during directory import:

-  **Create Windows NT Account** creates a Windows NT account for each mailbox that is created. Accounts are created in the domain specified under **Security domain**.
-  **Generate Random Password** creates a random password for each newly created Windows NT account. Passwords are written to the Bimport.psw file in the working directory of the Administrator program and must be distributed to users before they can log on to Windows NT.
-  If this option is not selected, new Windows NT accounts are created with a password based on the account name. If the account name has fewer than four characters, the password is padded with "x" characters to a length of four characters. Passwords generated from account names longer than 14 characters are truncated.
-  If this option is selected, new Windows NT accounts are created with randomly generated passwords. The passwords are saved to the local disk in a .psw file in the same directory as the import file. If a Windows NT file system (NTFS) partition is being used, the .psw file is accessible only to the user who is currently logged on.
-  **Delete Windows NT Account** deletes the Windows NT accounts associated with all mailboxes you are deleting.

Logging Level Options

Select an option to determine the extent of logging for directory import:



None Record only the start and finish of an import operation.



Low Log errors occurring only while importing an object.



High Record all errors, warnings and informational messages.

Separators Button

Opens the **Separators dialog box** where you can specify the characters used as separators in the import file.

Multivalued Properties

Select **Append** if imported data in a multivalued property should be added to existing data.
Select **Overwrite** if imported data in a multivalued property should replace any existing data.

Directory Export Command (Tools Menu)

File Edit View **Tools** Window Help

See Also

Writes information about mailboxes, custom recipients, and distribution lists to a text file.

You can use **Directory Export** to:

-  Export directory information to another e-mail system.
-  Create a text file of all properties for mailboxes, custom recipients, or distribution lists.
-  Create a text file that can be used by **Directory Import** to import directory information.
-  MS Exchange Server
-  Home Server
-  Export File Button
-  Container Button
-  Include Subcontainers
-  Export Objects Options
-  Logging Level Options
-  Separators Button
-  Character Set
-  Include Hidden Objects
-  Export Button

See Also

[Command Line Directory Export Utility](#)

MS Exchange Server

Select the Microsoft Exchange Server computer from which the export will be run.

Home Server

Select the Microsoft Exchange Server computer containing the data you want to export.

Export File Button

Displays the **Directory Export File** dialog box. Use the dialog box to specify the file name for the exported directory information.

Container Button

Displays the **Directory Export Container** dialog box. Use the dialog box to select the recipient container containing the recipient objects to be exported.

Include Subcontainers

Includes the recipient objects in the subcontainers of the specified recipient container.

Export Objects Options

Select the recipient objects to be exported (mailbox, custom recipient, or distribution list).

Character Set

Specifies which character set to use when creating the export file.

<u>Option</u>	<u>Description</u>
ANSI	If this option is selected, the file uses the active American National Standards Institute (ANSI) code page.
Unicode	If this option is selected, the file uses Unicode, which is a worldwide encoding standard used by Windows NT.

Export Button

Starts the export process. **Directory Export** exports the information you select to a file you specify.

Include Hidden Objects

Includes hidden recipient objects.

Extract Windows NT Account List Command (Tools Menu)

File Edit View Tools Window Help

Selectively copies account information for existing LAN Manager and Windows NT users. You can then use **Directory Import** to import this information into Microsoft Exchange Server and create mailboxes.

Note To use **Extract Windows NT Account List**, you must have a Windows NT Server. You must be logged on to the Windows NT Server as a user or as an administrator and know the name of the primary or backup domain controllers.

Extract NetWare Account List Command (Tools Menu)

File Edit View Tools Window Help

Selectively copies account information for existing NetWare users. You can then use **Directory Import** to import this information into Microsoft Exchange Server and create mailboxes.

Note To use **Extract NetWare Account List**, you must have a NetWare 3.x or 4.x server running bindery emulation. You also need a NetWare account and password that has supervisor rights to the server.

Find Recipients Command (Tools Menu)

File Edit View Tools Window Help

Displays the **Find Recipients** dialog box, where you search for recipients by specifying a container, personal information, or defining custom attributes.

Move Mailbox Command (Tools Menu)

File Edit View **Tools** Window Help

Moves mailboxes to another server within a site. Any time you move users, you must edit their profiles to point to the new server.

Note When moving mailboxes to a new server, the size of the mailbox contents on the destination server may increase. This is because individual copies of single-instance messages are created for each moved mailbox in the private information store on the destination server.

Move Mailbox Dialog Box Options

 Move Mailbox To

Move Mailbox To

Select the destination server from the list of servers in your site where you want to move the selected mailbox.

Clean Mailbox Command (Tools Menu)

File Edit View **Tools** Window Help

Deletes messages from the selected mailbox based on a variety of criteria that you can set. You can delete messages permanently or move them to the **Deleted Items** folder.

Add to Address Book View (Tools Menu)

File Edit View **Tools** Window Help

Moves recipient objects between containers or creates another Address Book View container. When you move recipient objects between containers, the attribute that defined the recipient object in the original container is changed to the value of the attribute of the new container.

Choose **New Container** to create a new Address Book View container.

Start Monitor Command (Tools Menu)

File Edit View **Tools** Window Help

 See Also

Starts the selected link monitor or server monitor.

See Also

[Link Monitor Overview](#)

[Server Monitor Overview](#)

Track Message Command (Tools Menu)

File Edit View **Tools** Window Help

See Also

Opens the **Select Message To Track** dialog box where you can select a message to track based on a variety of criteria. Once you isolate a specific message, you can open the Message Tracking Center window where you can view routing and delivery information about the message.

See Also

[Messages Tracking Events](#)

Forms Administrator Command (Tools Menu)

File Edit View Tools Window Help

Displays the Organization Forms Library Administrator dialog box, where you create various forms to meet specific needs.

Newsgroup Hierarchies (Tools Menu)

File Edit View Tools Window Help

If you want to make an existing public folder tree into a hierarchy of newsgroup public folders, you can designate a top-level newsgroup public folder as a hierarchy parent. Newsgroups that are included in the Internet News public folder by default, such as the comp and rec hierarchies, are not listed in the newsgroup hierarchy unless you add them to the list. You can also remove public folders from the newsgroup hierarchy.

 Add

 Remove

Save Connections on Exit Command (Tools Menu)

File Edit View Tools Window Help

Saves all connections to Microsoft Exchange Server computers that are open when you quit the Administrator program.

The next time you start the Administrator program, these connections will be reestablished.

Save Connections Now Command (Tools Menu)

File Edit View Tools Window Help

Saves all connections to Microsoft Exchange Server computers that are open when you choose this command.

The next time you start the Administrator program, these connections will be reestablished.

Customize Toolbar (Tools Menu)

File Edit View **Tools** Window Help

Opens the **Customize Toolbar** dialog box, where you can add, remove, and rearrange buttons on the toolbar. The toolbar contains a set of default buttons. You can remove buttons for commands that you rarely use, add other buttons for commands that you frequently use, and specify the order in which the buttons appear on the toolbar.



Add



Remove



Reset



Move Up



Move Down

Options (Tools Menu)

File Edit View Tools Window Help

Sets the default values for auto naming, permissions, and comma-separated value (.csv) files.

Auto Naming

Permissions

File Format

Window Menu

File Edit View Tools Window Help

Controls the arrangement and appearance of windows, and lets you switch between open windows. For more information, choose a command name.

New Window

Cascade

Tile Horizontally

Tile Vertically

Arrange Icons

Refresh

Select Window

New Window Command (Window Menu)

File Edit View Tools Window Help

Opens a new window.

-  If an Administrator window is currently selected, a new Administrator window with a connection to the same server is opened.
-  If a Message Tracking Center window is currently selected, a new Message Tracking Center window is opened. You can connect to any server.

Cascade Command (Window Menu)

File Edit View Tools Window Help

Arranges all open windows so that they overlap. The title bar of each window remains visible, making it easy for you to select any window.

Tile Horizontally Command (Window Menu)

File Edit View Tools Window Help

Arranges all open windows without overlap so that each window is wider than it is long.

Tile Vertically Command (Window Menu)

File Edit View Tools Window Help

Arranges all open windows without overlap so that each window is longer than it is wide.

Arrange Icons Command (Window Menu)

File Edit View Tools Window Help

Arranges icons so that they line up neatly and do not overlap.

Refresh Command (Window Menu)

File Edit View Tools Window Help

Updates the active Administrator window with current directory information.

Select Window (Window Menu)

File Edit View Tools Window Help

A list of open windows is displayed at the bottom of the Window menu. When you choose an open window, you make it active. A check mark appears before the name of the active window.

Help Menu

File Edit View Tools Window Help

Displays Microsoft Exchange Server online documentation. For more information, choose a command name.

[Microsoft Exchange Server Help Topics](#)

[Books Online](#)

[About Microsoft Exchange Server](#)

Contents Command (Help Menu)

File Edit View Tools Window Help

Displays the Help Contents for Microsoft Exchange Server.

The Contents screen displays the categories of Help that are available. To see all of the procedure topics, click **Expand**.

To display an alphabetical list of all of the topics and definitions in the online documentation for Microsoft Exchange Server, click **Index**.

Search for Help On Command (Help Menu)

File Edit View Tools Window Help

Searches Help for information you want. Type or select keywords for the information you want, and a list of available Help topics appears.

Search Dialog Box Options

Keyword List

Type or select the keyword that describes the information you want to find. The keyword list automatically scrolls as you type.

Show Topics

Displays the Help topics that contain the information you want to search for.

Go To

Select the topic you want, and then choose **Go To** to display that topic.

Microsoft Exchange Server Help Topics (Help Menu)

File Edit View Tools Window Help

Displays the Help Finder window. The Help Finder window contains 3 tabbed pages that provide access to all topics in the Microsoft Exchange Server Help system.



Contents

Displays a graphical outline of Help topics.



Index

Displays an alphabetical index of Help topics.



Find

Provides access to full-text search capabilities.

Note For more information on using the Help Finder window, open the window and press F1.

Rocks Online Command (Help Menu)

File Edit View Tools Window Help

Provides access to an online version of the complete Microsoft Exchange Server documentation.

About Microsoft Exchange Server Command (Help Menu)

File Edit View Tools Window Help

Displays information about your copy of Microsoft Exchange Server, including the version number, and the copyright, legal, and licensing notices.

Control Menu

Adjusts the appearance of windows in Microsoft Exchange Server. For more information, choose a command name.

[Restore Command](#)

[Move Command](#)

[Size Command](#)

[Minimize Command](#)

[Maximize Command](#)

[Close Command](#)

[Switch To Command](#)

Restore Command (Control Menu)

See Also

Returns the active window to the previous size and location (before you maximized or minimized it).

 You can also restore a window by clicking **Restore** in the upper-right corner of the window when it is maximized or by double-clicking the title bar.

 Restore button

 To restore a minimized window, click the icon and choose **Restore**, or double-click the icon.

See Also

[Minimize Command \(Control Menu\)](#)

[Maximize Command \(Control Menu\)](#)

Move Command (Control Menu)

Moves the active window or dialog box. When you choose **Move**, the insertion point becomes a four-headed arrow. Use the arrow keys on the keyboard to move the window. When the window is in the location you want, press ENTER.



This command is unavailable if you maximize a window.



You can also move a window that is not maximized or an open dialog box by dragging its title bar.

Size Command (Control Menu)

See Also

Changes the size of the active window. When you choose **Size**, the insertion point becomes a four-headed arrow. Use the arrow key on the keyboard to select the corresponding border you want to size. For example, use the right arrow key to resize the right border. When the window is the size you want, press ENTER.

This command is unavailable if you maximize a window.

 You can also size a window that is not maximized by dragging one of the window's borders or one of its four corners. When you position the insertion point over one of the window's borders, the insertion point becomes a 2-headed arrow, at which point you can drag the window until it is the size you want.

See Also

[Minimize Command \(Control Menu\)](#)

[Maximize Command \(Control Menu\)](#)

Minimize Command (Control Menu)

 See Also

Reduces the active window to an icon.

 You can also reduce a window to an icon by clicking **Minimize** in the upper-right corner of the window.

 To restore a minimized window, click the icon and choose **Restore**, or double-click the icon.

See Also

[Maximize Command \(Control Menu\)](#)

[Size Command \(Control Menu\)](#)

Maximize Command (Control Menu)

 [See Also](#)

Enlarges the active window to fill the screen.

You can also maximize the active window by clicking **Maximize** in the upper-right corner of the window, or by double-clicking the title bar.

See Also

[Minimize Command \(Control Menu\)](#)

[Size Command \(Control Menu\)](#)

Close Command (Control Menu)

Closes the active window or an open dialog box.

Switch To Command (Control Menu)

Displays a list of all open applications so that you can switch to or close any application in the list. You can also display the list by pressing CTRL+ESC or by double-clicking a blank area on your desktop.

Task List Dialog Box Options

Task List

Select the application you want to switch to or close.

New Task

Type or select an additional task.

Run

Runs the selected application or new task.

Switch To

Activates the selected application.

End Task

Closes the selected application.

Cascade

Arranges open windows so they are equally sized and overlapping with all title bars visible. Minimized windows and icons are arranged across the bottom of your desktop.

Tile

Arranges open windows so that they do not overlap. Minimized windows and icons are arranged across the bottom of your desktop.

Arrange Icons

Arranges the icons for all minimized windows across the bottom of your desktop.

Next Command (Control Menu)

When you have more than one window open, switches to the next window.

Previous Command (Control Menu)

When you have more than one window open, switches to the previous window.

General (Server Monitor)

Overview

Use the **General** property page to define a directory name and a display name, create a log file, and set polling intervals.

Directory name

Display name

Log file

Browse button

Polling interval

Directory name

The name (up to 64 characters) that uniquely identifies this monitor.

Display name

Type a name (up to 256 characters). This name appears in the Administrator window.

Log file

The name of the file where the log, status information, and resulting notifications will be kept.

Browse button

Specify a path and file name for a log file. If no path and file name are specified, a log file is not created.

Tip The log file will be easy to find if the path to the log file is in Universal Naming Convention. For example: \\servername\c\$\lm_berk.log

Polling Interval

Use polling intervals to indicate how often the server monitor checks services. In a normal site, services are running and the clock is not off by more than a specified interval. A critical site does not meet the criteria defined for a normal site. Because of this, the default polling interval for a normal site is longer than that of a critical site. Polling intervals for both normal and critical sites can be set to any duration.

Option	Description
Normal	Indicate how often the monitor is to check services. The default is 15 minutes.
Critical sites	Indicate how often the monitor is to check services on servers that are in a warning or alert state. The default is 5 minutes.

Permissions (Server Monitor)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this monitor. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this monitor. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this monitor.
Modify Admin Attributes	Modify the administrator attributes associated with this monitor.
Delete	Delete objects.
Modify Permissions	Change permissions for this monitor.

Notification (Server Monitor)

Overview

Use the **Notification** property page to specify how to notify administrators when a service is in a warning state or an alert state. A *warning state*, indicating a possible problem, occurs when the clock is off by a small amount. An *alert state*, indicating a serious problem, occurs when a service is not working, a server does not respond, or the clock is off by a large amount. The symbols in the left column of the **Notification** property page indicate whether the notification is for an alert state (red down arrow) or a warning state (red exclamation point).

Notifications can be delivered as notification applications, mail messages, and network alerts.

Once you determine the type of notification, you can specify how administrators should be notified by setting the escalation path. An *escalation path* is a prioritized list of people to notify when a monitor enters a warning state or an alert state. This list is useful for notifying primary and secondary support personnel. For example, the primary support person can be notified immediately when the monitor enters a warning state. The secondary people that need to be notified can have a longer time delay or not be notified until the monitor enters an alert state.

For example, you could set a staggered time for three support people: a primary support person and two secondary support people. These three notifications could be staggered from immediate notification to notification after one hour. You must complete the notification setup process three times, once for each person.

When

How

Who

New button

Edit button

Remove button

When

Indicates how long after a server goes into an alert state or a warning state that the notification occurs.

The symbols on the left indicate whether the notification is for an alert (red down arrow) or a warning (red exclamation point), whether the status is unknown (a question mark) or normal (up arrow).

How

Indicates the type of notification event that occurs. For example, you can specify that a message be sent to the administrator.

Who

Indicates where the notification is sent. For example, if you choose **Mail Message** as the notification type, you must specify the recipient's mailbox.

New button

Displays the New Notification dialog box, in which you add a notification event to the list. Select an event and choose **OK** to open its associated Escalation Editor dialog box, in which you specify the type of notification event and when it should occur.

Edit button

Opens the associated Escalation Editor dialog box, where you edit the selected notification event.

Remove button

Removes the selected notification event from the list.

Servers (Server Monitor)

 [Overview](#)

Use the **Servers** property page to specify the servers to be monitored.

 [Servers](#)

 [Monitored Servers](#)

 [Add Button](#)

 [Remove Button](#)

 [Site](#)

 [Services Button](#)

Site

Displays the site currently selected. Click the down arrow to display all the sites in your organization.

Servers

Lists all servers in the currently selected site. Select the servers you want to monitor and choose **Add**.

Monitored Servers

Lists all servers being monitored.

Add Button

Adds the selected server to the list of monitored servers.

Remove Button

Removes the selected server from the list of monitored servers.

Services Button

Displays the Services property page in which you specify the services on this server that will be checked by a server monitor.

Actions (Server Monitor)

Overview

Use the **Actions** property page to specify the escalation actions this server monitor takes when a service is not running. Actions and notification are independent. You can specify notification to occur before, during, or after actions.

Note If the server is a member of a cluster, the controls in the **Actions** property page are greyed out. Escalation actions for services running on a clustered server can be controlled only from the Cluster Administrator program.

You can specify what action should be taken when a service is not running. One set of actions is used for all servers being monitored. You can create multiple server monitors if the monitored servers have different escalation actions.

Escalation occurs after an attempt to start the service has failed. Escalation attempts continue until the service starts successfully. When specifying options, consider how long it takes to restart your computer. For example, if the restart time is greater than the polling time and you choose to restart the computer, the action will fail repeatedly.

First attempt

Second attempt

Subsequent attempts

Restart delay (seconds)

Restart message

First attempt

The action that will be taken the first time a monitored server is polled and is in a warning or alert state. Select one of the following options.

<u>Option</u>	<u>Description</u>
Take no action	The server monitor should notify you only of a failed service.
Restart the service	The server monitor should attempt to restart the missing service.
Restart the computer	The server monitor should attempt to restart the computer with the missing service.

Caution Restarting the computer can interfere with other non-Microsoft Exchange Server services. If any of the monitored servers should not be restarted, do not select the **Restart the computer** option.

Second attempt

The action that will be taken the second time a monitored server is polled and is in a warning or alert state. Select one of the following options.

<u>Option</u>	<u>Description</u>
Take no action	The server monitor should notify you only of a failed service.
Restart the service	The server monitor should attempt to restart the missing service.
Restart the computer	The server monitor should attempt to restart the computer with the missing service.

Caution Restarting the computer can interfere with other non-Microsoft Exchange Server services. If any of the monitored servers should not be restarted, do not select the **Restart the computer** option.

Subsequent attempts

Select the action that will be taken on the third and all subsequent times that a monitored server is polled and is in a warning or alert state.

Note The action that you specify here will occur at continuous intervals determined by the **Critical sites Polling interval** (set on the **General** property page). Make sure that the interval you specify allows sufficient time for the escalation action to occur. For example, if a server takes 5 minutes to start and you select **Restart computer** as the escalation action, be sure that the **Critical sites Polling interval** is set to more than 5 minutes.

<u>Option</u>	<u>Description</u>
Take no action	The server monitor should notify you only of a failed service.
Restart the service	The server monitor should attempt to restart the missing service.
Restart the computer	The server monitor should attempt to restart the computer with the missing service.

Caution Restarting the computer can interfere with other non-Microsoft Exchange Server services. If any of the monitored servers should not be restarted, do not select the **Restart the computer** option.

Restart delay (seconds)

If you selected **Restart computer** as one of the escalation actions, type a delay (in seconds) in the **Restart delay** box before the computer is shut down. This delay gives those using a Microsoft Exchange Server computer as a workstation time to save their work.

Restart message

If you selected **Restart computer** as one of the escalation actions, in the **Restart message** box, type the message that you want to appear in the **Restart warning** message box on the server to be restarted.

Clock (Server Monitor)

Overview

Use the **Clock** property page to specify the amount of time the clocks of the monitored servers and the server monitor can differ before notification occurs.

If you are monitoring services on servers in other time zones, you can specify that the clocks of the monitored servers are synchronized with the monitoring computer's clock. Synchronization uses the time zone information in Windows NT Server so monitors can function correctly with servers in other time zones. Clock synchronization ensures that time-based events such as message tracking and event logs are recorded accurately.

Warning if off by more than

Alert if off by more than

Synchronize

Warning if off by more than

Type the minimum number of seconds that the two clocks can differ before a warning notification occurs.

Alert if off by more than

Type the minimum number of seconds that the two clocks can differ before an alert notification occurs.

Synchronize

Select if you want the clocks of monitored servers to be synchronized with the server monitor's clock.

Actions (Monitored Server)

Use the **Actions** property page to start, stop, pause, and continue service on any component or connector. The status is shown in real time, and the display is updated for each polling interval.

The server status shows the last check performed on each server. The data shown provides details about the time of the last measurement performed and tracks the time of the last change. This information can be used to determine how a server is performing.

-  [Services](#)
-  [Version](#)
-  [Status](#)
-  [Start button](#)
-  [Stop button](#)
-  [Pause button](#)
-  [Continue button](#)

Services

Lists the components and connectors monitored.

Version

Lists the version of the service, if known.

Status

Lists the current status as determined by its response to the poll sent by the monitor.

Start button

Starts a stopped service.

Stop button

Stops a running service.

Pause button

Temporarily stops a running service.

Continue button

Restarts a paused service.

Clock (Monitored Server)

Use the **Clock** property page for the server to see measurement results and time zone information. This property page is read-only; it cannot be edited.

 [Measurement results](#)

 [Time zone information](#)

Measurement results

Displays the measurement results.

Option	Description
Last reported time	The time on the server's clock when the last monitored check occurred.
Clock offset	The difference between the clock on the server being monitored and the clock on the server running the server monitor.

Time zone information

Select this option to make adjustments to time zone information.

<u>Option</u>	<u>Description</u>
Bias	The difference between the server clock time and Coordinated Universal Time (UTC).
Daylight savings time	The box selected when an adjustment is made for daylight saving time.
Standard name	The name of the standard local time for the server being monitored.
Change on	The day when standard local time changes to daylight saving time.
Daylight name	The name of the alternate local time for daylight saving.
Change on	The day when daylight saving time changes to standard local time.

Notification (Monitored Server)

Use the monitored server's **Notification** property page to see who has been notified and how. Use this property page to determine if the instructions are being processed correctly and to anticipate notifications if the problem continues. This page is read-only; it cannot be edited.

-  [Who](#)
-  [When](#)
-  [How](#)

Who

The person, mailbox, or computer notified.

When

The time that the notice was sent.

How

The method used for notification. The options are launch a process, send a mail message, or display a Windows NT alert.

Maintenance Status (Monitored Server)

Use the monitored server's **Maintenance status** property page to determine if the server is down for scheduled maintenance. The server monitor may have missed the server going into maintenance status. This happens when the server monitor does not poll the server while the server is still able to indicate that maintenance has been selected.

Option	Description
Notifications suspended	Indicates whether notifications are stopped during maintenance.
Repairs suspended	Indicates whether repairs are stopped during maintenance.
Time	Shows the time of the last modification.
Modified by	Shows the name of the last person who made a modification.

General (Link Monitor)

Overview

Use the **General** property page to define a directory name and a display name, create log files, and set polling intervals.

Directory name

Display name

Log file

Browse button

Polling interval

Polling Interval

Use polling intervals to indicate how often the monitor sends ping messages to check connections. Normal sites contain links that have ping messages returning within the specified bounce time. A critical link does not meet the criteria defined for a normal link. Because of this, the default polling interval for a normal site is longer than that for a critical site. Polling intervals for both normal and critical sites can be set to any duration.

Option	Description
Normal	Indicate how often to send a ping message. The default is 15 minutes.
Critical sites	Indicate how often to send a ping message to servers or systems that are in a warning or alert state. The default is 5 minutes.

Permissions (Link Monitor)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this monitor. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this monitor. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this monitor.
Modify Admin Attributes	Modify the administrator attributes associated with this monitor.
Delete	Delete objects.
Modify Permissions	Change permissions for this monitor.

Notification (Link Monitor)

Overview

Use the **Notification** property page to specify how to notify administrators when a connection is in a warning state or an alert state. A *warning state*, indicating a possible problem, occurs when a ping message fails to return within the bounce duration you set for warning status. An *alert state*, indicating a serious problem, occurs when a ping message fails to return within the bounce duration you set for an alert status. The symbols in the left column of the **Notification** property page indicate whether the notification is for an alert state (red down arrow) or a warning state (red exclamation point). Notifications are also sent when connections are restored.

Notifications can be delivered as notification applications, mail messages, and network alerts.

Once you determine the type of notification, you can specify how administrators should be notified by setting the escalation path. An *escalation path* is a prioritized list of people to notify when a monitor enters a warning state or an alert state. This list is useful for notifying primary and secondary support personnel. For example, the primary support person can be notified immediately when the monitor enters a warning state. The secondary people that need to be notified can have a longer time delay or not be notified until the monitor enters an alert state.

For example, you could set a staggered time for three support people: a primary support person and two secondary support people. These three notifications could be staggered from immediate notification to notification after one hour. You must complete the notification setup process three times, once for each person.

When

How

Who

New button

Edit button

Remove button

Servers (Link Monitor)

Overview

Use the **Servers** property page to specify which servers should receive ping messages from your Microsoft Exchange Server computer. The servers must be in your organization but can be in different sites.

The following are suggestions for setting up link monitors.

 Pay attention to routing costs and scheduling.

 When setting warning and alert durations, keep in mind the expected durations for each connection. This allows you to determine whether they are working as expected.

 Servers

 Monitored servers

 Add button

 Remove button

 Site

Recipients (Link Monitor)

Overview

Use the **Recipients** property page to configure a link monitor that checks connections to other organizations or foreign systems. The link monitor checks for replies to ping messages sent to recipients. Based on whether or not a reply is returned, you can determine whether the link is working correctly.

When you test a connection using a link monitor, specify a recipient that does not exist so you will be sent a non-delivery report (NDR). If you specify an existing recipient, you will not receive a reply and will not know whether the ping message reached the recipient.

Note The NDR does not contain the name of the recipient that sent it, so the NDR could have been sent from a system anywhere along the connection path.

When the link monitor receives a reply, it does not read the contents of the message, but instead looks for the subject of the original message. You must specify how you expect the subject of the original message to be returned.

Message subject returned from

Message subject or body returned from

None

List

Modify button

Message subject returned from

If you know that the recipient's system has an automatic reply program (and that the program puts the original subject text in the reply subject field), specify the **Message subject returned from** box.

Note Using the **Message subject returned from** option saves time because the body of the message does not need to be opened.

Message subject or body returned from

If you do not know how the recipient will return the subject, specify the **Message subject or body returned from** box.

None

Select to include no recipients in the list.

List

Select to include a specific set of recipients in the list. Select **Modify** to select the recipients that will be included in the list.

Modify button

Opens the Address Book where you can select one or more recipients.

Bounce (Link Monitor)

Overview

Use the **Bounce** property page to set the warning and alert durations for each link monitor. One set of durations is used for all recipients and servers. You can create multiple link monitors if the monitored servers and foreign systems have different *bounce durations*. A bounce duration is the longest acceptable round-trip time for a message to travel between the monitor's home server and another server or foreign system. You determine the value based on tests you have performed previously. An alert state indicates a more serious connection problem than a warning state.

Bounce message return time

Bounce message return time

A warning state occurs when the ping message returns late. An alert state occurs when the ping message is returned very late.

<u>Option</u>	<u>Description</u>
Enter warning state after	Type a number and then select Seconds , Minutes , or Hours . The default is 30 minutes.
Enter alert state after	Type a number and then select Seconds , Minutes , or Hours . The default is 60 minutes.

Note The alert state value should be a length of time after which the returned ping message is considered very late.

General (Monitored Link)

Use the **General** property page to view the results of the last successful bounce message. These values are informational and cannot be changed.

The link status shows the last bounce message sent to each server and provides details about the time the message spent between key points in the path. You can use this information to determine why a message has exceeded its maximum acceptable threshold. Also, link properties show the status of notifications sent in response to alerts and whether notifications and repairs have been suspended.

Note The link monitor must have been active for at least the time period specified in the **Bounce** property page.

<u>Option</u>	<u>Description</u>
Request sent	The time the ping message was submitted by the system attendant on the sending server.
Request received	The time the ping message was received by the information store on the destination server.
Reply sent	The time the system attendant on the destination server sent the ping message back.
Reply received	The time the link monitor received a reply to the ping message.
Request time	The elapsed time between request sent and request received.
Turnaround time	The elapsed time between request received and reply sent. This includes processing time of the system attendant on the destination server.
Reply time	The elapsed time between reply sent and reply received. This includes message transfer agent (MTA) transport time on both servers.
Total time	The elapsed time between request sent and reply received.
Pending request	The date and time of all ping messages sent but not yet returned.

Notification (Monitored Link)

Use the **Notification** property page to view the current outstanding notification for a link. These values are informational and cannot be changed.

Note The link monitor must have been active for at least the time period specified in the **Bounce** property page.

-  When
-  How
-  Who

Maintenance Status (Monitored Link)

Use the **Maintenance status** property page to view the maintenance status and to see who made the last modification and when. These values are informational and cannot be changed.

Option	Description
Notifications suspended	Indicates whether notifications are stopped during maintenance.
Repairs suspended	Indicates whether repairs are stopped during maintenance.
Time	Shows the time of the last modification.
Modified by	Shows the name of the last person who made a modification.

Select Message To Track

You can find a message using a variety of criteria, and then track it through your network. When you find the message you want to track, select it and choose **OK** to open the **Message Tracking Center** window.

Find messages containing:

-  From
-  Sent To
-  Find Now Button
-  Search On Server
-  Browse
-  Look Back __ Days
-  Start Date
-  Message Display Area
-  Cancel

From

Opens the shared Address Book list. Select an address from the list to search for messages from that address.

If this field is blank, **Track Message** searches for all messages to the recipients in the **Sent To** box. Either the **From** box or the **Sent To** box must be filled in.

Note You cannot select names from your personal address book here. To search for a name that is not in a shared Address Book, choose **Cancel** and use **Advanced Search** in the **Message Tracking Center** window.

Sent To

Opens the **Select One or More Recipients** list, which displays all shared Address Books. Select a mailbox from the list. **Track Message** searches for all messages sent to that mailbox.

If this box is left blank, **Track Message** searches for all messages from the originator in the **From** box. Either the **From** box or the **Sent To** box must be filled in.

Note You cannot select names from your personal address book. To search for a name that is not in a shared Address Book, choose **Cancel** and then choose **Advanced Search** in the **Message Tracking Center** window.

Find Now Button

Activates the search for messages that meet all the criteria in the **Find Messages Containing** boxes. When the search is complete, the messages found are displayed in the window.

Search On Server

Displays the server that will be searched for the message.

The default is the home server of the mailbox in the **From** box. To change the server, choose **Browse**.

Note When searching for a message, **Track Message** limits its search to the logs of one server. When tracking, it reads the logs of any server that handled the message.

Browse

Opens the Server Browser, in which you can select the server that you want to search.

Look Back __ Days

Type the number of prior daily logs to search. If 0, it searches only today's log. Zero is the default.

Daily tracking logs begin and end at midnight GMT, so you may have to look back an extra day to get all of a day's log in local time.

Start Date

The date of the first tracking log that will be searched. The **Start Date** changes to match the **Look Back __ Days** box.

Daily tracking logs begin and end at midnight GMT, so you may have to look back an extra day to get all of a day's log in local time.

Message Display Area

When you choose **Find Now**, messages that meet all of the criteria in the **Find Messages Containing** fields are displayed here.

Select a message and then choose **OK**. The **Message Tracking Center** window appears so you can track the message.

<u>Option</u>	<u>Description</u>
Icon	Represents the type of <u>message tracking event</u> .
Time	The date and time that the message was sent. Displayed in time local to the Administration program.
Size	Message size in bytes.
No. recp. (number of recipients)	The number of mailboxes to which the message was sent. A distribution list counts as one recipient.
Recipients	Displays the first mailbox in the recipients list. Choose Properties to see the entire list.

Note Each line in the display represents a startup mail-handling event for a message. The same message can appear in more than one event. It doesn't matter which instance you select, because the message is tracked, not the event.

Cancel

Closes this window without selecting a message and goes to the **Message Tracking Center** window.

Select Message to Track

Search for a message by its message ID.

- Search on server
- Browse Button
- Message ID
- Look back_days
- Start date

Search on server

Displays the server that will be searched for the message.

The default is the server you are logged on to. To change the server, choose **Browse**.

Note When searching for a message, **Track Message** limits its search to the logs of one server. When tracking, it reads the logs of any server that handled the message.

Browse Button

Opens the Server Browser, in which you can select the server that you want to search.

Message ID

Type a message ID in this box or use Ctrl-V to paste one.

Message ID is a unique identifier for Microsoft Exchange Server messages that stays with the message from its origination to delivery or transfer to a gateway. It includes the site and server of the originator and the time it was sent.

Look Back __ Days

Type the number of prior daily logs to search. If 0, it searches only today's log. Zero is the default.

Daily tracking logs begin and end at midnight GMT, so you may have to look back an extra day to get all of a day's log in local time.

Start Date

The date of the first tracking log that will be searched. The **Start Date** changes to match the **Look Back __ Days** box.

Daily tracking logs begin and end at midnight GMT, so you may have to look back an extra day to get all of a day's log in local time.

Advanced Search

Use **Advanced Search** to:

-  Search for a message by its message ID.
-  Search for a message sent from outside the network.
-  Search for a message to or from mailboxes that do not appear in a shared Address

Book.

-  Sent by Microsoft Exchange Server
-  Transferred into This Site
-  By Message ID

Sent by Microsoft Exchange Server

Select this option to search for messages from Microsoft Exchange Server components like the system attendant, message transfer agent (MTA), or directory.

Transferred into This Site

Select this option to search for messages received from a connector or gateway, or messages from mailboxes that are not in any shared Address Book.

By Message ID

Select this option to search for a message by its **Message ID**.

Message ID is a unique identifier for Microsoft Exchange Server messages that stays with the message from its origination to delivery or transfer to a gateway. It includes the site and server of the originator and the time it was sent.

Tip The **Message ID** is in the property page for the message. To find the message ID:

1. Select the message from a mailbox folder, for example, **Sent Items** or **Inbox**.
2. From the **File** menu, choose **Properties**.
3. Select the **Message ID** tab.

Message IDs can also be found in event log detail and log files of utilities.

Message Tracking Center

Use this window to search for messages to track and to activate tracking. When tracking is complete, the message track is displayed in the tracking history window. You can select any event in the track and get more detailed information.

-  [Message ID](#)
-  [Originator](#)
-  [Start on server](#)
-  [Start date](#)
-  [Search button](#)
-  [Advanced Search button](#)
-  [Track Button](#)
-  [Find Recipient in Tracking History button](#)
-  [Properties button](#)
-  [Tracking history window](#)

Message ID

The message ID of the message selected for tracking.

To change the **Message ID**, choose **Advanced Search**, which will track a different message.

Message ID is a unique identifier for Microsoft Exchange Server messages that stays with the message from its origination to delivery or transfer to a gateway. It includes the site and server of the originator and the time it was sent.

Originator

The mailbox that sent the message.

To search for messages from a different originator, choose **Search**.

Start on server

The message trace begins from the log of this server. **Select Message to Track** found an event in the server's tracking log indicating that the message was sent from or entered the network through this server.

Start date

The date that the search begins. According to the tracking log, this is the date that the selected message was sent or entered the network.

Daily tracking logs begin and end at midnight GMT.

Search button

Opens the **Select Message to Track** window so you can search for a message.

Advanced Search button

Opens the **Advanced Search** dialog box. Use **Advanced Search** to:

-  Search for a message by its Message ID.
-  Search for a message sent from outside the network.
-  Search for a message from a Microsoft Exchange Server component.

Track Button

Activates message tracking for the selected message. When the search is complete, it displays the message tracking events found for the message in the **Tracking History** window.

Find Recipient in Tracking History button

Finds events involving a recipient that you specify and displays them in bold type.

Properties button

Displays details of the event selected.

Tracking history window

Displays message tracking events in a hierarchy. Each line represents one event and each level represents a branch in the message path, some of which are concurrent.

Message Tracking Events

These record each step in the process of handling mail messages. The events are generated by Microsoft Exchange Server components (the MTA, information store, Microsoft Mail Connector and Internet Mail Service).

Event Type	Description
Message transfer in	The message was received from a server, connector, or gateway.
Report transfer in	A delivery receipt or non-delivery report (NDR) was received from a server, connector, or gateway.
Message submission	The message was sent by the client.
Message transfer out	The message was sent to a server, connector, or gateway.
Report transfer out	A delivery receipt or NDR was sent to a server, connector, or gateway.
Message delivered	The message was delivered to a mailbox or public folder.
Report delivered	A delivery receipt or NDR was delivered to a mailbox.
Distribution list expansion	A recipient distribution list was expanded so the message could be sent to different servers.
Message redirected	The message was sent to a mailbox other than those of the recipients.
Message rerouted	The message was routed to an alternate path.
Report absorption	The number of delivery receipts and NDRs exceeded a threshold and the messages were deleted.
Report generation	A delivery receipt or NDR was created.
Unroutable report discarded	A delivery receipt or NDR could not be routed and was deleted from the queue.
Local Delivery	The sender and recipient are on the same server.
Backbone transfer in	Mail was received from another Messaging Application Programming Interface (MAPI) system across a connector or gateway.
Backbone transfer out	Mail was sent to another MAPI system across a connector or gateway.
Gateway transfer out	The message was sent through a gateway.
Gateway transfer in	The message was received from a gateway.
Gateway report transfer in	A delivery receipt or NDR was received from a gateway.
Gateway report transfer	A delivery receipt or NDR was sent through a

out

Gateway report
generation

gateway.

A gateway generated an NDR for a message.

Message Tracking Mailbox

Select a recipient in your organization for message tracking. You can select a mailbox, public folder, distribution list, or custom recipient.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Distribution List Expansion

Displays detailed information about the expansion of a distribution list.

Event type	Describes the <u>message tracking event</u> .
From	The distinguished name of the originator, if known, or the known address.
Time	The time that the distribution list was expanded is displayed in time local to the Administrator program.
DL Name	The name of the distribution list that was expanded.
Size	Message size, in bytes.
Priority	The importance level assigned to the message by the originator.

Gateway Message Transfer

Displays detailed information about mail messages sent to and received from non-Microsoft Exchange Server systems.

Event type	Describes the <u>message tracking event</u> .
From	The address of the originator.
Time	The time that the mail message was sent from or received by the connector is displayed in time local to the Administrator program.
Transferred to	The connector that transported the message to or from the gateway.
Remote ID	The unique identifier assigned by the gateway service.
Size	Message size, in bytes.
Priority	The importance level assigned to the message by the originator.
Recipients List	Displays all addresses to which the message was sent.

Gateway Report Generation

Displays detailed information about delivery receipts and non-delivery reports (NDRs) sent to and received from non-Microsoft Exchange Server systems. Some of the information concerns the report and some describes the message that is the subject of the report.

Event type	Describes the <u>message tracking event</u> .
From	The address of the message originator.
Time	The time that the report was sent from or received by the connector is displayed in time local to the Administrator program.
Transferred to	The connector that transported the report to or from the gateway.
Remote ID	The unique identifier assigned to the report by the gateway service.
Subject ID	The unique identifier assigned to the message by Microsoft Exchange Server.
Gateway	The remote non-Microsoft Exchange Server network that sent or received the report.
Size	Size of the report, in bytes.
Priority	The importance level assigned to the report by its originator.
Recipients List	Displays all addresses to which the subject message was sent.
Delivery info	The status of attempts to deliver the subject message to each recipient.

Message Type

Displays detailed information about mail message handling within the network.

Event type	Describes the <u>message tracking event</u> .
From	The distinguished name of the originator.
Time	The time that the mail message was sent or received is displayed in time local to the Administrator program.
Transferred to	The Microsoft Exchange Server component that generated this event.
Size	Message size, in bytes.
Priority	The importance level assigned to the message by the originator.
Recipients List	Displays all addresses to which the message was sent.

Report Generation

Displays detailed information about delivery receipts and non-delivery reports (NDRs) handled by the network. Some of the information concerns the report and some describes the message that is the subject of the report.

Event type	Describes the <u>message tracking event</u> .
From	The address of the message originator.
Time	The time that the report was sent from or received by the network is displayed in time local to the Administrator program.
Transferred to	The Microsoft Exchange Server component that generated this event.
Report MTSID	The Microsoft Exchange Server message ID of the report.
Size	Size of the report, in bytes.
Priority	The importance level assigned to the report message by the originator.
Recipients List	Displays all addresses to which the message was sent.
Delivery info	The status of attempts to deliver the message to each recipient.

Message Rerouted

Displays detailed information about messages sent to recipients other than those in the recipient list.

Event type	Describes the <u>message tracking event</u> .
Time	The time this event was generated is displayed in time local to the Administrator program.
Old MTA name	The MTA in original recipient's server.
New MTA name	The MTA in the current recipient's server.

Select System Message to Track

Search for a message from the following Microsoft Exchange Server components.

-  Directory service
-  Information store
-  System attendant (including NDRs, delivery receipts, and ping messages)
-  Directory synchronization

When you find the message, select it and then choose **OK**. This opens the **Message Tracking Center** window in which you start message tracking and view a trace of the message through your network.

-  Search on server
-  Browse button
-  Find Now button
-  From
-  Look back __ days
-  Start date
-  System message display area
-  Properties button

Search on server

Select one of the following server components to be searched for the message.

- Directory service
- Information store
- System attendant (including NDRs, delivery receipts, and ping messages).
- Directory synchronization

The default is the server with the selected connector. To change the server, choose **Browse**.

Note When searching for a message, **Track Message** limits its search to the logs of one server. When tracking, it reads the logs of any server that handled the message.

Browse button

Opens the [Server Browser](#) where you can select the server that you want to search.

Find Now button

Activates the search for messages that meet all the criteria in the **Find Messages Containing** boxes. When the search is complete, the messages found are displayed in the window.

From

Select a Microsoft Exchange Server component from the list to search for messages sent from the component.

Note You must select a component for this field. It cannot be left blank.

Look back __ days

Type the number of prior daily logs to search. If 0, it searches only today's log. Zero is the default.

Daily tracking logs begin and end at midnight GMT, so you may have to look back an extra day to get all of a day's log in local time.

Start date

The date of the first tracking log that will be searched. The **Start date** changes to match the **Look back __ days** box.

Daily tracking logs begin and end at midnight GMT, so you may have to look back an extra day to get all of a day's log in local time.

System Message Display Area

When you choose **Find now**, messages that meet all of the criteria in the **Find Messages Containing** boxes are displayed here.

Select a message and then choose **OK**. The **Message Tracking Center** window appears so you can track the message.

<u>Option</u>	<u>Description</u>
Icon	Represents the type of <u>tracking events</u> .
Time	The date and time the message was sent is displayed in time local to the Administrator program.
Size	Message size, in bytes.
No. recp. (number of recipients)	The number of mailboxes to which the message was sent. A distribution list counts as one recipient.
Recipients	Displays the first mailbox in the recipients list. Choose Properties to see the entire list.

Properties button

Displays details of the event selected.

Select Inbound Message to Track

Search for a message transferred to Microsoft Exchange Server from a connector or gateway. When you find the message, select it and then choose **OK**. This opens the **Message Tracking Center** window where you start message tracking and view a trace of the message through your network.

-  From
-  Sent To
-  Find Now Button
-  Transferred from
-  Look back__days
-  Search on server
-  Browse Button
-  Inbound messages list
-  Properties Button

From

Type an e-mail address in the box or choose **From** to choose from a shared Address Book. It will search for all messages from this address.

Type the address in the format for the gateway. For example:

SMTP:agobi@ferguson.com

Sent To

Type an e-mail address in the box or choose **Sent To** to choose from a shared Address Book. It will search for all messages to this address.

Type the address in the format for the gateway. For example:

SMTP:agobi@ferguson.com

Find Now Button

Activates the search for messages that meet all the criteria in the **Find Messages Containing** boxes. When the search is complete, the messages found are displayed in the window.

Transferred from

Select from the list of installed connectors to search for messages from that gateway.

Track Messages searches the log of the server with that connector.

Look back__days

Type the number of prior daily logs to search. If 0, it searches only today's log. Zero is the default.

Daily tracking logs begin and end at midnight GMT, so you may have to look back an extra day to get all of a day's log in local time.

Search on server

Displays the server that will be searched for the message.

The default is the server with the selected connector. To change the server, choose **Browse**.

Note When searching for a message, **Track Message** limits its search to the logs of one server. When tracking, it reads the logs of any server that handled the message.

Browse Button

Opens the [Server Browser](#) where you can select the server that you want to search.

Inbound messages list

When you choose **Find Now**, messages that meet all of the criteria in the **Find Messages Containing** boxes are displayed here.

Select a message and then choose **OK**. The **Message Tracking Center** window appears so you can track the message.

<u>Option</u>	<u>Description</u>
Icon	Represents the type of <u>tracking events</u> .
Time	The date and time the message was sent is displayed in time local to the Administrator program.
Size	Message size in bytes.
No. recp. (number of recipients)	The number of mailboxes to which the message was sent. A distribution list counts as one recipient.
Recipients	Displays the first mailbox in the recipients list. Choose Properties to see the entire list.

Note Each line in the display represents an entry event for a message. The same message may appear in more than one event. It doesn't matter which instance you select because the message is tracked, not the event.

Properties Button

Displays details of the event selected.

Interchange (Microsoft Mail Connector)

Overview

Use the **Interchange** property page to configure how messages are moved and translated between Microsoft Exchange Server and the Connector postoffice. You can also use the **Interchange** property page to configure the Connector (AppleTalk) MTA when connecting to an MS Mail (AppleTalk), now known as Quarterdeck Mail, server.

Administrator's Mailbox

Primary Language For Clients

Maximize MS Mail 3.x Compatibility

Enable Message Tracking

MS Mail Connector (AppleTalk) MTA/Configure Button

Administrator's Mailbox

The recipient in your organization that will receive Microsoft Mail Connector administrative messages.

Choose **Change** to open the Address Book. From the Address Book, you can select a recipient to act as the administrator. The recipient can be a mailbox, public folder, distribution list, or custom recipient.

Primary Language For Clients

The primary language used for the Microsoft Exchange clients. This is for interoperability with MS Mail 3.x clients that use a different language. Select the language that the majority of your clients use. The default is the language being used by Microsoft Exchange Server.

Maximize MS Mail 3.x Compatibility

MS Mail 3.x supports early versions of OLE only. To enable MS Mail 3.x users to view saved or embedded objects sent from Microsoft Exchange clients, the Microsoft Mail Connector can be configured to create two versions of each OLE object. This option will double the size of any OLE message. If this option is not selected, MS Mail 3.x clients cannot view or save embedded objects sent from Microsoft Exchange clients.

Enable Message Tracking

Tracks messages through the connector for troubleshooting. When message tracking is enabled, each component that handles mail records its activities in a log maintained by the system attendant on each server. The log becomes a trace of the processing of each mail message as each component receives, processes, and delivers the mail to the next component. The mail tracking log is stored in \EXCHSRVR\TRACKING.LOG.

MS Mail Connector (AppleTalk) MTA

Configures the Connector (AppleTalk) MTA to move and translate messages from the Connector postoffice to MS Mail (AppleTalk). Choose **Configure** to set Microsoft Mail Connector (AppleTalk) MTA options.

Local Postoffice (Microsoft Mail Connector)

 [Overview](#)

Use the **Local Postoffice** property page to change details about the Microsoft Mail Connector postoffice. This information is used when setting up message routing and service from MS Mail (PC).

 [Network](#)

 [Postoffice](#)

 [Sign-on ID](#)

 [Sign-on Password](#)

 [Regenerate Button](#)

Network

The MS Mail (PC) network name of the Microsoft Mail Connector postoffice. The default name is based on the Microsoft Exchange Server organization name.

Note Changing the network or postoffice names causes regeneration of the MS e-mail address used in this site. Changing the network or postoffice name after message transfer has started causes messages that were in transit during the change to be returned. Verify that routing information for MS Mail postoffices, gateways, External programs, and other connections to this site reflects any changes you make.

Postoffice

The MS Mail postoffice name of the Microsoft Mail Connector postoffice. The default name is based on the Microsoft Exchange Server site name.

Note Changing the network or postoffice names causes regeneration of the MS e-mail address used in this site. Changing the network or postoffice name after message transfer has started causes messages that were in transit during the change to be returned. Verify that routing information for MS Mail postoffices, gateways, External programs, and other connections to this site reflects any changes you make.

Sign-on ID

The serial number identifier (in the format XX-XXXXX) of the Connector postoffice. This ID number is assigned during installation and cannot be changed.

A sign-on ID is required for an external MS Mail postoffice that has been specified as a direct route type and connected via an asynchronous or X.25 connection.

Sign-on Password

The password (up to 8 characters) required to connect to the Microsoft Mail Connector postoffice.

A sign-on password is required for an external MS Mail postoffice that has been specified as a direct route type and connected via an asynchronous or X.25 connection.

Regenerate Button

Any change to network or postoffice names causes regeneration of the MS e-mail address for this site. Changing the network or postoffice name after message transfer has started causes messages that were in transit during the change to be returned. You must also stop, reconfigure, and restart all MS Mail gateways, External programs, and other connectors in the same site to include any changes.

Connections (Microsoft Mail Connector)

 [Overview](#)

Use the **Connections** property page to configure connections to MS Mail postoffices.

 [Create](#)

 [Modify](#)

 [Delete](#)

 [Queue](#)

 [Confirm Before Connection Changes Are Applied](#)

Create

Sets up a new local area network (LAN), asynchronous, X.25, or indirect connection to an MS Mail (PC) postoffice.

Note The **Create Connection** dialog box changes to reflect the connection type you select in the **Connection Parameters** box.

Modify

Displays the **Modify Connection** dialog box for the selected connection.

Note This dialog box varies according to the type of connection you select.

Delete

Removes the selected connection.

Note This button is unavailable if there are indirect connections to other postoffices through a selected direct connection.

Queue

Displays a dialog box that shows all messages waiting to be transferred from the selected connection. You can also return or delete messages waiting to be transferred.

Confirm Before Connection Changes Are Applied

If this box is selected, a confirmation message will be displayed before changes become permanent.

Connector MTAs (Microsoft Mail Connector)

 [Overview](#)

Use the **Connector MTAs** property page to create and configure Microsoft Mail Connector (PC) MTAs to provide message transfer services.

 [New Button](#)

 [Configure Button](#)

 [Delete Button](#)

 [Log Status Button](#)

When a Connector (PC) MTA has been created, you can add and remove service to LAN-connected MS Mail (PC) postoffices and edit LAN and X.25 connection parameters.

 [Edit Button](#)

 [List Button](#)

New Button

Creates a new instance of the Connector (PC) MTA.

Note You can create as many instances as necessary to perform message transfer. To optimize performance, you should generally create a separate instance of the Connector (PC) MTA to service each group of postoffices based on the type of connection used, such as local area network (LAN), asynchronous, or X.25.

However, if you have a small number of LAN-connected MS Mail postoffices that you want to service compared to asynchronous or X.25-connected MS Mail postoffices, you can set up an asynchronous or X.25 Connector (PC) MTA and then add the LAN-connected postoffices to the list of postoffices serviced by that Connector (PC) MTA.

Configure Button

Opens the **Configure MS Mail Connector (PC) MTA Instance** dialog box and displays the selected Connector (PC) MTA.

Delete Button

Removes the selected instance of the Connector (PC) MTA.

Important Deleting a Connector (PC) MTA immediately stops message transfer to serviced postoffices and deletes all messages in transit through the specified instance of the Connector (PC) MTA.

Log Status Button

Records the current status of the selected Connector (PC) MTA instance in the Windows NT application event log.

Edit Button

Opens the **Edit LAN or X.25 Connection Parameters** dialog box. This button is unavailable if the selected postoffice is connected by asynchronous transport.

Tip To change the network or postoffice name, change the connection path or X.121 address, or to set options for asynchronous connections, use the Connections property page.

List Button

Displays the **Serviced LAN Postoffices** dialog box, which lists LAN-connected MS Mail (PC) postoffices serviced (and available for service) by the selected Connector (PC) MTA.

Note When configuring an asynchronous (Async and LAN) MTA service, all asynchronous MS Mail (PC) postoffice connections are automatically serviced by this MTA service. Similarly, when configuring an X.25 (X.25 and LAN) MTA service, all X.25 connections are automatically serviced by this MTA service. However, you can add and remove service to LAN-connected MS Mail (PC) postoffices from any instance of the Connector (PC) MTA.

MS Mail Connector (AppleTalk) MTA

Use the **MS Mail Connector (AppleTalk) MTA Options** dialog box to enable and configure the Connector (AppleTalk) MTA service settings.

 Set Status

 Startup

Note To use the Connector (AppleTalk) MTA, you must also set up the Microsoft Exchange Connection gateway on the MS Mail (AppleTalk) server. Windows NT services for Macintosh network software must be installed and running on the Microsoft Exchange Server computer. Also, the Connector postoffice must be created as a Macintosh-accessible volume for both the Connector (AppleTalk) MTA and the Microsoft Exchange Connection gateway to function correctly.

Set Status

Specifies whether the Connector (AppleTalk) MTA is active.

Note When the Connector (AppleTalk) MTA is enabled, it is registered as a Windows NT service and displayed in the **Connections** property page. You can use the **Connections** property page to view message queues destined for MS Mail (AppleTalk). However, you can modify the Connector (AppleTalk) MTA only in this dialog box.

Startup

Specifies whether the Connector (AppleTalk) MTA starts automatically when this Microsoft Exchange Server computer is started or is manually started using the Control Panel or Server Manager.

Microsoft Exchange Connection Gateway

A gateway program for MS Mail (AppleTalk), now known as Quarterdeck Mail, servers. The gateway exchanges information with Microsoft Exchange Server through the Microsoft Mail Connector (AppleTalk) MTA. This program is available on a Macintosh-formatted disk supplied with Microsoft Exchange Server. For more information, see *Microsoft Exchange Server Operations*.

Create Connection (LAN)

Use the **Create Connection** dialog box to set up routing to a LAN-connected postoffice. When setting up this connection, some boxes are unavailable for manual changes.

-  Network
-  Postoffice
-  Connection Parameters
-  Postoffice Path Change Button
-  Connection Attempts
-  Upload Routing Button

Tip To create an asynchronous, X.25, or indirect connection, select the appropriate option button in the **Connection Parameters** box.

Postoffice Path Change Button

Displays the **Postoffice Path** dialog box. This path specifies the location of an MS Mail (PC) postoffice on the same local area network (LAN).

Connection Attempts

The number of times (1 to 99) to attempt to deliver messages before returning them as nondeliverable.

Upload Routing Button

Retrieves routing information about indirect postoffices from this LAN-connected postoffice. You can display the information in the Downstream Postoffices Summary dialog box.

Note If the routing information retrieved from the LAN-connected postoffice matches the indirect connection information shown in the **Connections** property page (there are no changes to be made to the Microsoft Mail Connector routing information), the **Downstream Postoffices Summary** dialog box is not displayed.

Postoffice Path

Use the **Postoffice Path** dialog box to specify the network location of an MS Mail (PC) postoffice on the same local area network (LAN).



Path



Connect As



Password

Path

The network path to the MS Mail (PC) postoffice.

Note Before attempting a connection to a NetWare server, your Windows NT server must be running the Gateway Service for NetWare. When typing a network path to a NetWare server, use the universal naming convention (UNC) format (*\\servername\sharename\path* for a Windows NT server or *\\servername\volumename\path* for a NetWare server).

Connect As

The network logon name used when connecting to the MS Mail (PC) postoffice.

Password

The network logon password used when connecting to the MS Mail (PC) postoffice.

Downstream Postoffices Summary

Displays a list of any indirect postoffices connected to the MS Mail (PC) postoffice. You can include any of the postoffices listed to be indirectly connected to the Microsoft Mail Connector.

-  Action Column
-  Postoffice Column
-  Messages Column

Action Column

Displays proposed changes to the Microsoft Mail Connector routing information in the **Connections** property page.

Postoffice Column

Displays the network and postoffice name of each downstream postoffice retrieved from the directly connected postoffice.

Messages Column

Displays messages waiting to be transferred.

Create Connection (Asynchronous)

Use the **Create Connection** dialog box to set up routing to an asynchronously connected postoffice.

-  Network
-  Postoffice
-  Sign-on ID
-  Password
-  Connection Attempts
-  Phone Number
-  Options Button

Tip To create a LAN, X.25, or indirect connection, select the appropriate option button in the **Connection Parameters** box.

Network

The network name (up to 10 characters) of the MS Mail (PC) postoffice. This can be found by using the MS Mail Administrator program (**Config Password** command).

Postoffice

The postoffice name (up to 10 characters) of the MS Mail (PC) postoffice.

Sign-on ID

The serial number identifier (in the format XX-XXXXX) of the remote MS Mail (PC) postoffice. This can be found by using the MS Mail Administrator program (**Config Password** command).

Password

The password used to log on to the MS Mail (PC) postoffice.

Connection Attempts

The number of times (0 to 99) to attempt to connect to the MS Mail (PC) postoffice.

Phone Number

The phone number of the MS Mail External program that receives and distributes messages at the remote MS Mail (PC) postoffice.

Options Button

Set message transfer options for individual postoffices over an asynchronous or X.25 connection in the **Connection Options** dialog box.

Create Connection (X.25)

Use the **Create Connection** dialog box to set up routing to an X.25-connected postoffice.

-  Network
-  Postoffice
-  Sign-on ID
-  Password
-  Connection Attempts
-  X.121 Address
-  Options Button

Tip To create a LAN, asynchronous, or indirect connection, select the appropriate option button in the **Connection Parameters** box.

X.121 Address

The address (up to 16 hexadecimal characters) of the MS Mail External program that receives and distributes messages at the remote MS Mail (PC) postoffice.

Connection Options

Use the **Connection Options** dialog box to set message transfer options for individual postoffices over an asynchronous or X.25 connection.

-  Maximum Message Size
-  Failed Connection Retry Interval For Urgent Mail
-  Failed Connection Retry Interval For Normal Mail
-  Dial Every
-  Allow Mail Reception After Sending
-  Return Registered Mail Confirmation

Maximum Message Size

The maximum size (0 to 9999 kilobytes) of messages to be transferred to this postoffice. This setting includes message body and attachments but excludes routing information appended to each message.

Failed Connection Retry Interval For Urgent Mail

The length of time (1 to 999 minutes) to wait before attempting to reestablish a failed connection when urgent messages are queued for transfer.

Failed Connection Retry Interval For Normal Mail

The length of time (1 to 999 minutes) to wait before attempting to reestablish a failed connection when normal messages are queued for transfer.

Dial Every

The interval (1 to 999 minutes) between regular calls to transfer messages.

Allow Mail Reception After Sending

Permits two-way message transfer during the same call.

Return Registered Mail Confirmation

Automatically sends confirmation receipts when registered mail is received at the Connector postoffice. This option is selected by default.

Create Connection (Indirect)

Use the **Create Connection** dialog box to set up routing to an indirectly connected MS Mail (PC) postoffice.

-  Network
-  Postoffice
-  Indirect Via

Tip You can also set up indirect connections by retrieving routing information from a LAN-connected MS Mail (PC) postoffice using the **Update Routing** option in the **Create Connection (LAN)** dialog box. To create a LAN, asynchronous, or X.25 connection, select the appropriate option button in the **Connection Parameters** box.

Indirect Via

An existing directly connected MS Mail (PC) postoffice through which messages for the indirect MS Mail (PC) postoffice are routed.

Messages Queued for __ (MS Mail (PC) Postoffice)

Use this dialog box to view, return, or delete messages waiting to be transferred to the selected MS Mail (PC) postoffice.

-  From Column
-  Subject Column
-  Message ID Column
-  Date/Time Column
-  Refresh Button
-  Delete Button
-  Return Button
-  Send Non-Delivery Reports When Messages Deleted

From Column

Displays the sender of the message.

Subject Column

Displays the subject of the message.

Message ID Column

Displays the identification number of the message.

Date/Time Column

Displays the date and time that the message arrived in the queue.

Refresh Button

Updates the display to reflect the current queue status.

Delete Button

Deletes the selected message from the queue.

Return Button

Returns the selected message and removes it from the queue.

Send Non-Delivery Reports When Messages Deleted

Sends a notice to the originator of a message if it is removed or deleted from the queue.

New/Configure MS Mail Connector (PC) MTA Service

Use the **New MS Mail Connector (PC) MTA Service** dialog box to set up an instance of the Connector (PC) MTA to service LAN-connected postoffices.

-  Service Name
-  Sent At Serviced Postoffices
-  Received At Serviced Postoffices
-  Update Configuration Every __ Minutes
-  Check For Mail Every __ Minutes
-  Options Button
-  Connection Parameters

Service Name

A unique name for this Connector (PC) MTA. This name is used to identify and register this instance as a Windows NT service.

Sent At Serviced Postoffices

Records incoming message events in the Windows NT application event log. This option is selected by default.

Received At Serviced Postoffices

Records outgoing message events in the Windows NT application event log. This option is selected by default.

Update Configuration Every

The interval (0 to 999 minutes) between checks for updated configuration information.

Check For Mail Every

The interval (0 to 999 minutes) between checks for mail coming to the Connector postoffice.

Options Button

Displays the **MS Mail Connector (PC) MTA Options** dialog box to set service and message transfer options.

Connection Parameters

The connection transport type (or types) over which this instance of the Connector (PC) MTA service connects to MS Mail (PC) postoffices.

New MS Mail Connector (PC) MTA Service (Async and LAN)

Use the **New MS Mail Connector (PC) MTA Service** dialog box to set up an instance of the Connector (PC) MTA to service local area network (LAN) and asynchronously-connected and LAN-connected postoffices.

-  Service Name
-  Sent At Serviced Postoffices
-  Received At Serviced Postoffices
-  Update Configuration Every __ Minutes
-  Check For Mail Every __ Minutes
-  Options Button
-  Connection Parameters
-  Communications Port
-  Modem Script
-  Modem Timeout
-  Communications Mode

Note Settings that are specific to asynchronous communications are not visible until Async and LAN is selected in the **Communication Parameters** box.

Communications Port

A communications port (COM 1 to 256) or the name of an additional port for which you have loaded a device driver.

Note If you use a port other than COM1-4, you should not specify a port in the modem script.

Modem Script

A file used to specify the modem configuration for connection to MS Mail (PC) postoffices. The default is DEFAULT.SCR.

Note If you want to use a script you have written and compiled, it must be placed in the EXCHANGE\CONNECT\MSMCON\MAILDATA\GLB directory.

Modem Timeout

The amount of time (0 to 999 seconds) to wait for valid communications to be established after dialing a phone number.

Communications Mode

Determines the directional transport of messages serviced by this MTA instance.

New MS Mail Connector (PC) MTA Service (X.25 and LAN)

Use the **New MS Mail Connector (PC) MTA Instance** dialog box to set up an instance of the Connector (PC) MTA to service local area network (LAN) and X.25-connected postoffices.

-  Service Name
-  Log Messages Sent At Serviced Postoffices
-  Log Messages Received At Serviced Postoffices
-  Update Configuration Every __ Minutes
-  Check For Mail Every __ Minutes
-  Options Button
-  Connection Parameters
-  X.121 Address
-  Port Number
-  Listen User Data
-  Listen User Facilities

Note Settings that are specific to X.25 communications are not visible until X.25 and LAN is selected in the **Communication Parameters** box.

X.121 Address

The local X.121 address (up to 16 decimal characters) of the Connector (PC) MTA.

Port Number

The X.25 adapter port number (0 to 255) to use for message transport.

Listen User Data

The listen user data information specified by the local X.25 service provider. Each hexadecimal pair must be separated by a dollar sign (\$).

Listen User Facilities

The listen user facilities information specified by the local X.25 service provider. Each hexadecimal pair must be separated by a dollar sign (\$).

MS Mail Connector (PC) MTA Options

Use the **MS Mail Connector (PC) MTA Options** dialog box to set service and message transfer options for the selected Connector (PC) MTA instance.

-  Maximum LAN Message Size
-  Close Postoffice If ___ (KB) Free
-  Open Postoffice If ___ (KB) Free
-  NetBIOS Notification
-  Disable Mailer
-  Disable Mail Dispatch
-  Startup

Maximum LAN Message Size

The maximum size (0 to 999,999 kilobytes) of messages that can be transferred to and from a LAN-connected MS Mail (PC) postoffice.

Close Postoffice If __ (KB) Free

The minimum amount of disk space (0 to 999,999,999 kilobytes) required on a destination postoffice for message transfer to be performed.

If the available space on a MS Mail (PC) postoffice drops below this amount, it is marked as unavailable and message transfer stops.

Open Postoffice If __ (KB) Free

The minimum amount of disk space (0 to 999,999,999 kilobytes) required on a destination postoffice to restore it to an available state after being marked unavailable.

If the available space on a closed MS Mail (PC) postoffice rises above this amount, it is marked as available and message transfer resumes.

NetBIOS Notification

Notifies MS Mail users about new mail delivered to MS Mail (PC) postoffices on the same LAN using NetBIOS.

Disable Mailer

Prevents this instance of the Connector (PC) MTA from distributing messages to recipient mailboxes on LAN-connected MS Mail postoffices.

Disable Mail Dispatch

Prevents this instance of the connector MTA from processing directory synchronization messages on LAN-connected MS Mail postoffices running Dispatch.exe.

Startup

Specifies whether this instance of the Connector (PC) MTA starts automatically when this Microsoft Exchange Server computer is started or is manually started using the Control Panel or Server Manager.

Serviced LAN Postoffices

Use this dialog box to add and remove service to available LAN-connected MS Mail (PC) postoffices.

 **Add** Adds service to the MS Mail (PC) postoffice selected in the **Available LAN Postoffices** box.

 **Remove** Removes service to the MS Mail (PC) postoffice selected in the **Serviced LAN Postoffices** box.

Note Every Connector (PC) MTA can service LAN-connected MS Mail (PC) postoffices, However, to optimize performance, you should create a separate instance of the Connector (PC) MTA to service a group of postoffices based on the type of connection used, such as LAN, asynchronous, or X.25.

Edit LAN Parameters

Use the **Edit LAN Parameters** dialog box to modify connection and service options to the selected LAN-connected MS Mail (PC) postoffice.

 **Account Name** The logon name used when connecting to the remote MS Mail (PC) postoffice.

 **Password** The password used when connecting to the remote MS Mail (PC) postoffice.

 **Do Not Pick Up Mail At This Postoffice** Prevents two-way message transfer during the same connection.

Note To change the network or postoffice name or to change the connection path, use the **Connections** property page.

Edit X.25 Parameters

Use the **Edit X.25 Parameters** dialog box to modify connection and service options to the selected X.25-connected MS Mail (PC) postoffice.

 **Call User Data** Data transfer information required to establish a connection specified by the remote MS Mail (PC) postoffice's X.25 service provider.

 **Call User Facilities** Communication information required to establish a connection specified by the remote MS Mail (PC) postoffice's X.25 service provider.

Note To change the network or postoffice name or to change the X.121 address, use the **Connections** property page.

Corrections Summary

Use the **Corrections Summary** property page to view errors that have been detected in the registry and accept or reject proposed corrections.

-  [Object Name Column](#)
-  [Attribute Column](#)
-  [Reset Value Column](#)
-  [Current Value Column](#)

Object Name Column

The Microsoft Mail Connector component, such as connector interchange or Connector (PC) MTA, for which a nonvalid value was found in the registry.

Attribute Name Column

The connector component attribute, such as code page, for which a nonvalid value was found in the registry.

Reset Value Column

A proposed correction to replace the nonvalid value found in the registry.

Current Value Column

The nonvalid attribute value that was found in the registry.

Apply Changes Now

Use the **Microsoft Mail Connector Confirmation** dialog box to verify that you want new changes to postoffice connection information applied now.



OK Applies connection changes.



Cancel Discards all new connection changes.

General NNTP (News) Site Defaults

 [Overview](#)

Use the **General** property page to set the following options:

 [Display name](#)

 [Directory name](#)

 [Enable Protocol](#)

 [Enable client access](#)

 [Administrative note](#)

Enable protocol

Enables the NNTP protocol for all servers in the site, or enables NNTP clients to access newsgroup public folders.

Enable client access

Enables NNTP clients to use newsgroup public folders in the site.

Display name

The name that displays in the Administrator window. It can be up to 256 alphanumeric characters, which can include spaces and special characters.

Directory name

This name is defined during installation and cannot be changed.

Administrator's Mailbox

Displays the recipient for the administrator's mailbox. To specify a different recipient, choose the **Change** button.

Administrative note

You can enter any information (up to 1024 characters) that pertains to this object. This information is visible only in the Administrator program.

Permissions NNTP (News) Site Defaults

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this protocol. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under the site object.
Modify User Attributes	Modify the User attributes associated with this site and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.

Newsfeeds NNTP (News) Site Defaults

Overview

Use the **Newsfeeds** property page to view the properties for newsfeeds that you have already created. Select the newsfeed you want to view, and choose **Properties**.

Message Format NNTP (News) Site Defaults

[Overview](#)

You can specify the message format for encoding newsgroup items from the NNTP site object or the NNTP server object. This applies to both incoming and outgoing messages.

The settings in the **Message Format** property page determine the format that Microsoft Exchange Server messages are converted to when retrieved by an NNTP client. Messages sent by an Internet user are not converted. Instead they are retrieved by the NNTP client in the format that the message was originally composed in.

<u>Option</u>	<u>Description</u>
MIME	Text and attachments are encoded using Multipurpose Internet Mail Extensions (MIME). MIME is the standard for exchanging multimedia messages on the Internet. If a MIME message is delivered to a non-MIME-aware client, the text and attachments may not be usable.
Send message body as plain text	A plain text MIME body part is generated for the message. If Send message body as HTML is also selected, a MIME multipart alternative plain text MIME body part is generated.
Send message body as HTML	An HTML MIME body part is generated for the message. If Send message body as plain text is also selected, a MIME multipart alternative HTML MIME body part is generated. HTML is an Internet standard that enables rich-text formatting, such as bold, color, and italic, to appear in messages. Clients such as Microsoft Internet Mail and News version 3.0 can read HTML.
UUENCODE	Renders the message body as text with any attachments encoded by the uuencode method, which is commonly used in the UNIX operating system to encode 8-bit data transmitted on the Internet. This is the default.
Use Binhex for Macintosh	Renders the message body as text with any attachments encoded by the BinHex method, a common method used in the Macintosh operating system to encode 8-bit data transmitted on the Internet.
Clients support S/MIME signatures	Enables support for signed S/MIME messages. This is useful for accessing newsgroups that contain signed S/MIME messages.

Idle Time-out NNTP (News) Site Defaults

[Overview](#)

Use the **Idle Time-out** property page to close NNTP connections after a specified interval of inactivity.

<u>Option</u>	<u>Description</u>
Do not close idle	Idle connections never close.

connections

- Close idle connections** Idle connections close after the time period specified in the **Time-out (minutes)** box.
- Time-out (minutes)** The amount of time in minutes a connection can remain idle before being closed. The default setting is 10 minutes.

Anonymous NNTP (News) Site Defaults

Overview

You can specify whether NNTP users can connect to Microsoft Exchange Server anonymously. If users cannot connect anonymously, they cannot access Microsoft Exchange Server without a valid Windows NT user account and authentication by a Windows NT Server.

You can specify which newsgroup public folders authenticated users and anonymous users can view when accessing Microsoft Exchange Server. For example, you may not want to allow anonymous users to access a newsgroup public folder containing confidential information.

To allow anonymous access, select the **Allow anonymous access** check box.

Authentication NNTP (News) Site Defaults

Overview

Use the **Authentication** property page to specify authentication methods an Network News Transfer Protocol (NNTP) client is allowed to use to access information on the Microsoft Exchange Server computer. Authentication is the process the NNTP server uses to determine whether to grant the user permission to connect to the system. In order for an NNTP client to log on to the Microsoft Exchange Server computer, one of the authentication methods that the client supports must be enabled on the server. Check with your client's vendor if you are unsure of which authentication methods are available.

Choose one or more options to set authentication.

<u>Option</u>	<u>Description</u>
Basic (Clear Text)	Enable authentication through an unencrypted user name and password. Most NNTP clients support this method.
Basic (Clear Text) using SSL	Use SSL protocol to encrypt clear text.
Windows NT Challenge/Response	Enable authentication through Windows NT network security and an encrypted password. This method is supported by Microsoft Internet Mail and News version 3.0 and later. With Windows NT Challenge/Response, it is not possible to specify the name of the Microsoft Exchange Server mailbox you want to access. By default, Microsoft Exchange Server attempts to access the mailbox with the same name as the Windows NT user account that the user is logged on as. For example, if you are logged on as Domain\Suzanf, with Windows NT Challenge/Response enabled, Microsoft Exchange Server attempts to access the mailbox called Suzanf.
Windows NT Challenge/Response using SSL	Enable authentication using Windows NT network security to occur through an SSL-encrypted channel on port 563. This method will be supported by future versions of Microsoft Internet Mail and News.
MCIS Membership System	Enable authentication using Windows NT network security to occur through the Microsoft Commercial Internet Server (MCIS) Membership System.
MCIS Membership System using SSL	Enables authentication using Windows NT network security to occur through the MCIS Membership System over an SSL connection.

Control Messages NNTP (News) Site Defaults

Overview

When Microsoft Exchange Server receives control messages, it queues them until you decide whether to accept the messages. If you don't trust a particular USENET host, you can delete the control messages without accepting their changes using the **Control Messages** property page.

Select the queued control message you want to process and choose either **Accept** or **Delete**. Choose **Refresh** to refresh the queue with the most current information.

General NNTP (News) Settings - Server

 [Overview](#)

Use the **General** property page to set the following options:

 [Display name](#)

 [Directory name](#)

 [Use site defaults for all properties](#)

 [Enable Protocol](#)

 [Enable client access](#)

 [Administrative note](#)

Enable client access

Enables NNTP clients to access newsgroup public folders for this server.

Enable Protocol

Enables the NNTP protocol for this server.

Use site defaults for all properties

Select to use the default values for permissions, newsfeeds, and message content from the News Service (NNTP) site object.

Permissions (Protocols) Settings - Server

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this protocol. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under the site object.
Modify User Attributes	Modify the User attributes associated with this site and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.

Newsfeeds NNTP (News) Settings - Server

Overview

Use the **Newsfeeds** property page to view the properties for newsfeeds you have already created. Select the newsfeed you want to view, and choose **Properties**.

The **USENET site name** is specified during installation but can be changed. The USENET site name is stamped on each NNTP message so servers can identify messages they receive that they have already processed.

Create Active File is used to create an active file containing newgroup public folders that other NNTP hosts and clients can download.

Message Format NNTP (News) Settings - Server

Overview

You can specify the message format for encoding newsgroup items from the NNTP site object or the NNTP server object. This applies to both incoming and outgoing messages.

The settings in the **Message Format** property page determine the format that Microsoft Exchange Server messages are converted to when retrieved by an NNTP client. Messages sent by an Internet user are not converted. Instead, they are retrieved by the NNTP client in the format that the message was originally composed in.

<u>Option</u>	<u>Description</u>
MIME	Text and attachments are encoded using Multipurpose Internet Mail Extensions (MIME). MIME is the standard for exchanging multimedia messages on the Internet. If a MIME message is delivered to a non-MIME-aware client, the text and attachments may not be usable.
Send message body as plain text	A plain text MIME body part is generated for the message. If Send message body as HTML is also selected, a MIME multipart alternative plain text MIME body part is generated.
Send message body as HTML	An HTML MIME body part is generated for the message. If Send message body as plain text is also selected, a MIME multipart alternative HTML MIME body part is generated. HTML is an Internet standard that enables rich-text formatting, such as bold, color, and italic, to appear in messages. Clients such as Microsoft Internet Mail and News version 3.0 can read HTML.
UUENCODE	Renders the message body as text with any attachments encoded by the uuencode method, which is commonly used in the UNIX operating system to encode 8-bit data transmitted on the Internet. This is the default.
Use Binhex for Macintosh	Renders the message body as text with any attachments encoded by the BinHex method, a common method used in the Macintosh operating system to encode 8-bit data transmitted on the Internet.
Clients support S/MIME signatures	Enables support for signed S/MIME messages. This is useful for accessing newsgroups that contain signed S/MIME messages.

Anonymous NNTP (News) Settings - Server

Overview

You can specify whether NNTP users can connect to Microsoft Exchange Server anonymously. If users cannot connect anonymously, they cannot access Microsoft Exchange Server without a valid Windows NT user account and authentication by a Windows NT Server.

You can specify which newsgroup public folders authenticated and anonymous users can

view when accessing Microsoft Exchange Server. For example, you may not want to allow anonymous users to access a newsgroup public folder containing confidential information. To allow anonymous access, select the **Allow anonymous access** check box.

Idle Time-out NNTP (News) Settings - Site Server

[Overview](#)

Use the **Idle Time-out** property page to close NNTP connections after a specified interval of inactivity.

<u>Option</u>	<u>Description</u>
Do not close idle connections	Idle connections never close.
Close idle connections	Idle connections close after the time period specified in the Time-out (minutes) box.
Time-out (minutes)	The amount of time in minutes a connection can remain idle before being closed. The default setting is 10 minutes.

Authentication NNTP (News) Settings - Server

[Overview](#)

Use the **Authentication** property page to specify authentication methods an Network News Transfer Protocol (NNTP) client is allowed to use to access information on the Microsoft Exchange Server computer. Authentication is the process the NNTP server uses to determine whether to grant the user permission to connect to the system. In order for an NNTP client to log on to the Microsoft Exchange Server computer, one of the authentication methods that the client supports must be enabled on the server. Check with your client's vendor if you are unsure of which authentication methods are available.

Choose one or more options to set authentication.

<u>Option</u>	<u>Description</u>
Basic (Clear Text)	Enable authentication through an unencrypted user name and password. Most NNTP clients support this method.
Basic (Clear Text) using SSL	Use SSL protocol to encrypt clear text.
Windows NT Challenge/Response	Enable authentication through Windows NT network security and an encrypted password. This method is supported by Microsoft Internet Mail and News version 3.0 and later. With Windows NT Challenge/Response, it is not possible to specify the name of the Microsoft Exchange Server mailbox you want to access. By default, Microsoft Exchange Server attempts to access the mailbox with the same name as the Windows NT user account that the user is logged on as. For example, if you are logged on as Domain\Suzanf, with Windows NT Challenge/Response enabled, Microsoft Exchange Server attempts to access the mailbox called Suzanf.

Windows NT
Challenge/Response
using SSL

Enable authentication using Windows NT network security to occur through an SSL-encrypted channel on port 563. This method will be supported by future versions of Microsoft Internet Mail and News.

MCIS Membership
System

Enable authentication using Windows NT network security to occur through the Microsoft Commercial Internet Server (MCIS) Membership System.

MCIS Membership
System using SSL

Enables authentication using Windows NT network security to occur through the MCIS Membership System over an SSL connection.

General (Newsfeed)

 [Overview](#)

Use the **General** property page to set the following options:

 [Display name](#)

 [Directory name](#)

 [Newsfeed type](#)

 [Enable newsfeed](#)

 [Administrator's mailbox](#)

 [Administrative note](#)

Newsfeed type

Indicates whether the newsfeed is a push or pull feed. This is the option that is specified when you use the Newsfeed Wizard.

Enable newsfeed

Indicates whether the newsfeed is enabled for the site.

Administrator's mailbox

The mailbox that will receive status notifications related to the newsfeed.

Messages (Newsfeed)

 [Overview](#)

Use the **Messages** properties page to specify a limit on the size of messages that can be sent to or from this newsfeed server.

 [Outgoing message size](#)

 [Incoming message size](#)

Outgoing message size

Select **No Limit** or type a number for **Maximum (K)** to limit the message size. The default is 1024K.

Note This option only appears if this newsfeed was configured for outbound newsfeeds when the newsfeed was created using the Newsfeed Configuration Wizard.

Incoming message size

Select **No Limit** or type a number for **Maximum (K)** to limit the message size. The default is **No Limit**.

Note This option only appears if this newsfeed was configured for inbound newsfeeds when the newsfeed was created using the Newsfeed Configuration Wizard.

Hosts (Newsfeed)

 [Overview](#)

Use the **Hosts** property page to specify the remote USENET site name and the outbound and inbound connections.

 [Remote USENET site name](#)

 [Remote USENET host name](#)

 [Additional inbound hosts](#)

Remote USENET site name

The name of the remote USENET site that is providing your newsfeed. If your server initiates connections, you must connect your newsfeed to the remote USENET site by specifying its node name. Your Internet News Service can either push messages outbound to the remote USENET site or accept inbound push messages from this site.

Remote USENET host name

You must specify the Internet protocol (IP) address of the USENET host computer that is providing your newsfeed. For connections to computers on the Internet, the name must be the IP address or the fully qualified domain name of the host computer, such as myserver.mycompany.com.

Additional inbound hosts

You can set additional host names or IP addresses that you want to use for inbound connections to receive newsgroups. This option is necessary only for accepting push feeds from a newsfeed provider that uses multiple hosts.

Note This option only appears if this newsfeed was configured for inbound newsfeeds when the newsfeed was created using the Newsfeed Configuration Wizard.

Connection (Newsfeed)

Overview

Specify whether to use a dedicated or dial-up connection when your Microsoft Exchange Server connects to the remote USENET host.

Connect using my Local Area Network (LAN)

Connect using Dial-up Networking

Connect using my Local Area Network (LAN)

You can configure your Internet News Service to use a LAN connection to connect to your newsfeed provider's host computer.

Connect using Dial-up Networking

You can configure the Internet News Service to connect to the newsfeed provider using a dial-up connection.

Use the following options.

Option	Description
Connection	Lists the currently configured connections from the RAS phone book.
Refresh List!	Updates the list of connections.
New Connection	Use to add a new connection to the list.
Account	The account name for the dial-up connection. This is an optional setting.
Password	The password for the dial-up connection. This is an optional setting.
Confirm password	Verifies the password.

Security (Newsfeed)

Overview

By default, security is not enabled for NNTP newsfeeds. However, you can specify the account and password that your Microsoft Exchange Server computer uses to log on to remote servers and the account that the remote servers use to log on to your server. You can also set your Microsoft Exchange Server computer so that it requires Secure Sockets Layer (SSL) to be used when communicating with other servers. SSL is a protocol that encrypts all data sent between NNTP servers.

Require secure connection (SSL)

Outbound connections

Inbound connections

Change

Remove

Remove

No longer allows the listed account to log on from a remote location.

Change

Reassigns an account in your organization to log on from a remote location.

Authentication Method

You can specify methods of *authentication* that remote host computers use when connecting to Microsoft Exchange Server. Authentication is the process the NNTP server uses to determine whether to grant the host permission to connect to the system. By default, Microsoft Exchange Server allows a host to connect using any listed authentication method.

Choose an authentication method.

Option	Description
Basic (Clear Text)	Enables authentication through an unencrypted user name and password. Most NNTP clients support this method.
Windows NT Challenge/Response	<p>Enables authentication through Windows NT network security and an encrypted password. This method is supported by Microsoft Internet Mail and News version 3.0 and later.</p> <p>With Windows NT Challenge/Response and Internet Mail and News, it is not possible to specify the name of the Microsoft Exchange Server mailbox or custom recipient you are using for authentication. By default, Microsoft Exchange Server attempts to access the mailbox associated with the Windows NT user account that the user is logged on as. For example, if you are logged on as Domain\Suzanf, with Windows NT Challenge/Response enabled, Microsoft Exchange Server attempts to use the mailbox or custom recipient for Suzanf.</p>
Secure Sockets Layer	Enables authentication and all client/server communication to occur through an SSL-encrypted channel on port 563. SSL is a protocol that provides secure data communication using data encryption and decryption. This method will be supported by future versions of Microsoft Internet Mail and News.

Require Secure Connection (SSL)

You can configure your Microsoft Exchange Server computer to require remote host computers to use SSL encryption when connecting to Microsoft Exchange Server. If Microsoft Exchange Server is configured to require SSL, SSL is used when other hosts initiate push feeds to Microsoft Exchange Server. It is also used when Microsoft Exchange Server initiates push and pull feeds to other hosts. For a remote host to log on to the Microsoft Exchange Server computer using SSL, SSL must be enabled by the server.

Outbound Connections

You can set the account and password for all outbound host connections. Your Microsoft Exchange Server computer uses this account and password to connect to your newsfeed provider's host computer. The account name and password are supplied by your newsfeed provider.

Note This option is enabled if this newsfeed was configured for outbound newsfeeds when the newsfeed was created using the Newsfeed Configuration Wizard. This option does not appear for inbound-only newsfeeds.

Inbound Connections

You can specify the Microsoft Exchange Server mailbox or custom recipient that your newsfeed provider's host computer uses to log on to your Microsoft Exchange Server computer.

Note This option is enabled if this newsfeed was configured for inbound newsfeeds when the newsfeed was created using the Newsfeed Configuration Wizard. This option appears, but is not enabled for outbound-only newsfeeds.

Advanced (Newsfeed)

Overview

Use the **Mark All As Delivered** button to mark all queued newsgroup messages as delivered. This flushes the queue of messages waiting to be processed so your Microsoft Exchange Server or another host computer can catch up to the most recent newsgroup posts.

Schedule (Newsfeed)

Overview

Use the **Schedule** property page to control when and how often this Microsoft Exchange Server connects to the remote USENET site to send and retrieve new information. It contains a schedule grid with rows representing days and columns representing 1-hour blocks or 15-minute blocks depending on the detail view that you select. You can use the schedule grid to designate specific times or blocks of time when the newsfeed will become active.

Never

Always

Selected Times

Detail View

Schedule Grid

Administrator's Mailbox (Newsfeed)

Select the recipient in your organization that will receive newsfeed administrative messages. You can select a mailbox, public folder, distribution list, or custom recipient.

-  [Show Names From The](#)
-  [Type Name or Select From List](#)
-  [Properties Button](#)
-  [Find Button](#)

Newsgroup Hierarchies (NNTP)

If you want to make an existing public folder tree into a hierarchy of newsgroup public folders, you can designate a top-level newsgroup public folder as a hierarchy parent. You can also remove the hierarchy properties from a newsgroup public folder.

Note Newsgroups that are included in the Internet News public folder by default, such as the comp and rec hierarchies, are not listed in the newsgroup hierarchy unless you add them to the list.

 Add

 Remove

Add

Select the public folder that you want to designate as a hierarchy parent newsgroup public folder.

Remove

Select the public folder that you want to remove from the hierarchy.

Inbound (Newsfeed) Accept

Overview

Use the **Inbound** property page to specify which newsgroups to include or exclude in the newsfeed. The default is to include all available newsgroups.

-  Indicates you subscribe to this node and all newsgroup public folders beneath it.
-  Indicates you subscribe to this node and some newsgroup public folders beneath it.
-  Indicates you have unsubscribed to this node and all newsgroup public folders beneath it.
-  Indicates you have unsubscribed to this node and some newsgroup public folders beneath it.
-  Indicates you subscribed to this newsgroup public folder.
-  Indicates you have unsubscribed to this newsgroup public folder.

Accept

Reject

Create Newsgroup Folders

Inbound (Newsfeed) Pull

Overview

Use the **Inbound** property page to specify which newsgroups to include or exclude in the newsfeed. The default is to include all available newsgroups. When subscribing to newsgroups, you should set subscriptions at the highest level in the hierarchy and specify only exceptions at lower levels in the hierarchy.

-  Indicates you subscribe to this node and all newsgroup public folders beneath it.
-  Indicates you subscribe to this node and some newsgroup public folders beneath it.
-  Indicates you have unsubscribed to this node and all newsgroup public folders beneath it.
-  Indicates you have unsubscribed to this node and some newsgroup public folders beneath it.
-  Indicates you subscribed to this newsgroup public folder.
-  Indicates you have unsubscribed to this newsgroup public folder.

 Include

 Exclude

 New Active List

Outbound (Newsfeed)

Overview

If your Internet News Service is configured to send outbound newsfeeds to your newsfeed provider, you can change the newsgroups that you send in the newsfeeds.

To add newsgroups that are pushed outbound, select the public folder that contains the newsgroup you want to add to the newsfeed, and choose **Include**.

To remove a newsgroup from the newsfeed that is pushed outbound, select the public folder that contains the newsgroup that you want to remove from the newsfeed, and choose **Exclude**.

Include

Select the newsgroups you want in your newsfeed, and choose **Include**.

Exclude

Select the newsgroups you do not want in your newsfeed, and choose **Exclude**.

New Active List

When you subscribe to your newsfeed provider, you have access to an active list containing all newsgroups that are available through your newsfeed provider. You can import an active list to set up newsgroups or update the list of newsgroups available from your newsfeed provider. There are two ways of providing your Internet News Service with this list. You can use the Internet News Service to download this list from your newsfeed provider using NNTP. Alternatively, you can import the list from a file on your computer or an available share on a site server.

Option	Description
Download from the newsfeed provider, via NNTP	If selected, the active list is imported from your newsfeed provider's host computer.
Import from a file	If selected, a dialog box appears asking you to select an active list to import into your newsfeed.

Accept

Use to accept messages from the selected newsgroup.

Reject

Use to reject messages from the selected newsgroup.

Create Newsgroup Folders

Use to create public folders where messages will be stored.

Create Newsgroup Folders

Use the **Create Newsgroup Folders** property page to specify which newsgroups to include or exclude in the newsfeed. The default is to include all available newsgroups. When subscribing to newsgroups, you should set subscriptions at the highest level in the hierarchy and specify only exceptions at lower levels in the hierarchy.

-  Indicates you subscribe to this node and all newsgroup public folders beneath it.
-  Indicates you subscribe to this node and some newsgroup public folders beneath it.
-  Indicates you have unsubscribed to this node and all newsgroup public folders beneath it.
-  Indicates you have unsubscribed to this node and some newsgroup public folders beneath it.
-  Indicates you subscribed to this newsgroup public folder.
-  Indicates you have unsubscribed to this newsgroup public folder.

-  Include
-  Exclude
-  New Active List

Service Account

Type the password of the service account.

For more information about the service account, see the Microsoft Exchange Server documentation.

No Help Available for this Topic

No Help is available for this topic. For information, see the Microsoft Exchange Server documentation.

NNTP

Use the **NNTP** property page on the newsgroup public folder to specify a different default character set for MIME and non-MIME messages.

Default Character set

Specifies the character set that will be used when generating MIME and non-MIME messages that originate from Microsoft Exchange Server. The default character set varies according to the language installed on the server. There are many possible character sets available for Microsoft Exchange Server.

Newsfeed Wizard

The Newsfeed Configuration Wizard makes it easy for you to create one or more newsfeeds on a Microsoft Exchange Server computer. The display name for any newsfeeds you create is based on the name of the newsfeed provider and your server name.

When you run the Newsfeed Configuration Wizard, you must provide the following information:

-  The USENET site name of the newsfeed provider that is supplying the newsfeed. This is the value used in the path header for newsgroup messages. It is typically the fully qualified domain name of the host computer that is sending the newsfeed.
-  The mailbox name of the administrator who can add and remove newsgroup public folders.
-  The name and location of the active file if it will not be downloaded from your newsfeed provider's host computer.

Newsfeed Wizard Server

Select the Microsoft Exchange Server this newsfeed will be installed on. Enter the server's USENET site name. This name must be unique on the Internet and should be the same as the server's fully qualified domain name (FQDN). For example, the server's USENET site name and FQDN might be myserver.mycompany.com.

Newsfeed Wizard Newsfeed Types

Inbound/Outbound

Select one of the following newsfeed types.

 Inbound and Outbound (Typical)

 Inbound or Outbound Only

Inbound Newsfeed (Push or Pull)

Select one of the following inbound newsfeed types.

 Accept Incoming Messages (Typical)

 Pull Incoming Messages

Inbound and Outbound (Typical)

Select both inbound and outbound newsfeeds to provide the following benefits:

-  You can pull messages from your provider's host computer.
-  You can accept messages that your host pushes to your Microsoft Exchange Server computer.
-  You can push (or send) messages posted to newsgroup public folders to your provider's host computer.
-  If a host computer needs to pull messages from your Microsoft Exchange Server computer, you need to configure only NNTP client support on your computer. The host computer can then pull messages and act as though it is an NNTP newsreader.

Inbound or Outbound Only

Select an inbound newsfeed if you want to receive messages only from a provider host.
Select an outbound newsfeed if you want to send messages only to an Internet Mail host.

Note If you select inbound or outbound only, newsgroups cannot be imported from a remote news server using NNTP.

Accept Incoming Messages (Typical)

Select **Accept Incoming Messages** to permit remote news servers to send (push feed using the IHAVE command) messages to the local news server. In general, you should use push feeds if you plan to receive large newsfeeds over a local area network (LAN) connection.

Note When the **Inbound and Outbound (Typical)** newsfeed type is selected, messages are sent by push feed from the local news server to a remote news server using the IHAVE command.

Pull Incoming Messages

Select **Pull Incoming Messages** to permit messages to be sent (pulled) from a remote server only upon the request (pull feed using the NEWNEWS command) of the local news server. Pull feeds allow administrators to control when messages are obtained from the remote news server. In general, you should use pull feeds if you plan to receive smaller newsfeeds and you'll be connecting to your newsfeed provider's host computer using a dial-up connection.

Note When the **Inbound and Outbound (Typical)** newsfeed type is selected, messages are sent by push feed from the local news server to a remote news server using the NNTP POST command

Newsfeed Wizard Connection Type

Select a LAN or dial-up connection type.

Newsfeed Wizard Outbound Only

You can change the newsgroups that you send in the newsfeeds.

To add newsgroups that are pushed outbound, select the public folder that contains the newsgroup you want to add to the newsfeed, and choose **Include**.

To remove a newsgroup from the newsfeed that is pushed outbound, select the public folder that contains the newsgroup that you want to remove from the newsfeed, and choose **Exclude**.

Newsfeed Wizard USENET Site Name

Enter your newsfeed provider's USENET site name. This information can be obtained from your newsfeed provider.

Newsfeed Wizard Connection Frequency

Select how often the Microsoft Exchange Server will connect to the newsfeed provider.

Newsfeed Wizard Host Address

Enter the names or IP addresses of your newsfeed provider's inbound and outbound hosts. This information can be obtained from your newsfeed provider.

Newsfeed Wizard Security

By default, security is not enabled for NNTP newsfeeds. However, you can specify the account and password that your Microsoft Exchange Server computer uses to log on to remote servers and the account that the remote servers use to log on to your server. You can also set your Microsoft Exchange Server computer so that it requires Secure Sockets Layer (SSL) protocol to be used when communicating with other servers.

Option	Description
Log in to remote servers as	Type the account name to be used to log on to remote servers. If the remote server is running Windows NT Server, you should specify the domain and user name, for example, Domain\suzanf.
Password	Type the password to be used to log on to remote servers.
Remote servers log in as	Specifies the Microsoft Exchange Server mailbox or custom recipient that your newsfeed provider's host computer uses to log on to your Microsoft Exchange Server computer.
Require secure connection (SSL)	Requires remote host computers to use SSL encryption when connecting to Microsoft Exchange Server. If Microsoft Exchange Server is configured to require SSL, SSL is used when other hosts initiate push feeds to Microsoft Exchange Server. It is also used when Microsoft Exchange Server initiates push and pull feeds to other hosts. In order for a remote host to log on to the Microsoft Exchange Server computer using SSL, SSL must be enabled on both servers.

Newsfeed Wizard Intermission

Select the **Next** button to install the newsfeed. After installation, you can specify the newsgroups you want in your newsfeed.

Newsfeed Wizard Active File

An active file contains a list of all the newsgroups you can subscribe to through your newsfeed provider. Your newsfeed provider can send it to you (typically through e-mail or File Transfer Protocol) or you may be able to download it directly from the host computer using NNTP. Contact your provider for details.

Newsfeed Wizard Administrator

Select an Internet news administrator. This person will own all the Internet news public folders. Use the **Change** button to access the organization's address list. Select a mailbox from the list.

Newsfeed Wizard Newsgroup Selection

Select the newsgroups to include or exclude in the newsfeed. The default is to include all available newsgroups. When subscribing to newsgroups, you should set subscriptions at the highest level in the hierarchy as possible and specify only exceptions at lower levels in the hierarchy.

Include

Exclude

Include

Includes a newsgroup in the newsfeed.

Exclude

Excludes a newsgroup from a newsfeed.

Newsfeed Wizard Finish

Choose the **Finish** button to complete the installation of the newsfeed. You can modify newsfeed settings using the Newsfeed object in the Connections container.

Newsfeed Remote Logon

Select the account in your organization that will log on from a remote location.

-  Show Names From The
-  Type Name or Select From List
-  Properties Button
-  Find Button

Newsgroup Hierarchies

If you want to make an existing public folder tree into a hierarchy of newsgroup public folders, you can designate a top-level newsgroup public folder as a hierarchy parent. Newsgroups that are included in the Internet News public folder by default, such as the comp and rec hierarchies, are not listed in the newsgroup hierarchy unless you add them to the list. You can also remove public folders from the newsgroup hierarchy.

 Add

 Remove

Add Public Folder (Newsgroup Hierarchies)

Select a public folder and choose **Add** to add the folder to the newsgroup hierarchy. You can also assign a root newsgroup name for the public folder hierarchy.

Root Newsgroup Name (Newsgroup Hierarchies)

Accept the default root newsgroup name, or type another name.

Folder name

Displays the name of the selected top-level public folder.

Newsgroup name

The newsgroup name that will be used to generate newsgroup names for all subfolders. You can accept the default name, or type another name.

Remove Public Folder (Newsgroup Hierarchies)

Select a public folder and choose **Remove** to remove a newsgroup public folder from the hierarchy.

Protocols Container (Server)



Path: Organization\Site\ Servers Container\ Protocols Container

The Protocols container contains configuration information about Internet protocols.



Protocols Container (Site)



Path: Organization\Site\Protocols Container

The Protocols container contains configuration information about Internet protocols.





Protocols Container (Site)

Path: Organization\Site\ Protocols Container - Site

The Protocols container contains configuration information about Internet protocols.

Use the following property pages to configure the site protocols:

[General](#)

[Permissions](#)

[Connections](#)

[MIME Types](#)

 **Protocols Container (Server)**

Path: Organization\Site\ Servers Container\ Protocols Container - Server

The Protocols container contains configuration information about Internet protocols.

Use the following property pages to configure the server protocols:

[General](#)

[Permissions](#)

[Connections](#)

[MIME Types](#)

 **LDAP (Directory) Site Defaults**

Path: Organization\ Site\ Protocols Container\ LDAP(Directory) Site Defaults

Lightweight Directory Access Protocol (LDAP) is an Internet protocol that accesses the Microsoft Exchange Server directory. Clients with permission to use LDAP can browse, read, and search directory listings. For example, a user can search for specific information, such as department names and locations, from any application that supports LDAP. LDAP works only with Transmission Control Protocol/Internet Protocol (TCP/IP) connections.

Use the following property pages to configure the LDAP protocol:

General

Permissions

Authentication

Anonymous

Search

Referrals

Idle Time-out



POP3 (Mail) Site Defaults

Path: Organization\ Site\ Protocols Container\ POP3 (Mail) Site Defaults

Post Office Protocol version 3 (POP3) enables users with POP3 clients to retrieve mail from their Microsoft Exchange Server Inbox. Any third-party e-mail client that supports POP3 can be used to connect to a Microsoft Exchange Server and access messages. To send outgoing messages from Microsoft Exchange Server, POP3 clients can use the Internet Mail Service or any other Simple Mail Transfer Protocol (SMTP) server.

Use the following property pages to configure the POP3 protocol:

[General](#)

[Permissions](#)

[Authentication](#)

[Message Format](#)

[Idle Time-out](#)



IMAP4 (Mail) Site Defaults



Path: Organization\Site\Protocols Container\IMAP4 (Mail) Site Defaults

Internet Message Access Protocol, Version 4rev1 (IMAP4) enables users with any IMAP4 client (that is compliant with RFC 2060) to access mail in their Microsoft Exchange Server mailbox. It can also be used to read and post messages to public folders or to access another user's mailbox that they have been granted access to.

Use the following property pages to configure the IMAP4 protocol:

[General](#)

[Permissions](#)

[Authentication](#)

[Anonymous](#)

[Message Format](#)

[Idle Time-out](#)

 **NNTP (News) Site Defaults**

Path: Organization\Site\Protocols Container\News Service (NNTP) Site Defaults

Network News Transfer Protocol (NNTP) allows clients to read and post Internet news articles in public folders. An administrator controls whether a user can post or read news articles in that public folder. Moreover, the Microsoft Exchange Server organization can replicate newsgroups with Internet service providers (ISP) or other organizations that have servers running NNTP.

To send and receive USENET newsfeeds, you must configure the newsfeed and NNTP properties. You can set properties for the NNTP object that are available at the site and server levels. Site NNTP properties apply to all servers in a site; server NNTP properties apply only to a single server. With some exceptions, all properties for the NNTP object are the same for the site and the server.

Use the following property pages to configure the NNTP protocol:

[General](#)

[Permissions](#)

[Newsfeeds](#)

[Control Messages](#)

[Authentication](#)

[Message Format](#)

[Idle Time-out](#)

[Anonymous](#)



HTTP (Web) Site Settings



Path: Organization\ Site\ Configuration\ Protocols Container\ HTTP (Web) Site Defaults

The Microsoft Exchange Server Hypertext Transfer Protocol (HTTP) (Outlook Web Access) allows a user to access data from a Microsoft Exchange Server computer using an Internet browser. From a UNIX, Macintosh, or Microsoft Windows-based computer connected to the Internet, a user can view any public folder or mailbox on a Microsoft Exchange Server computer.

Microsoft Outlook Web Access works with a user's Web browser, communicating through the Microsoft Internet Information Server (IIS) to provide a client interface to a Microsoft Exchange Server mailbox. Outlook Web Access extends the messaging capabilities of Microsoft Exchange Server through the Internet to the World Wide Web.

Use the following property pages to configure the HTTP protocol:

[General](#)

[Permissions](#)

[Folder Shortcuts](#)

[Advanced](#)

 **LDAP (Directory) Settings - Server**

Path: Organization\Site\Servers Container\Protocols\LDAP(Directory) Settings- Server

Lightweight Directory Access Protocol (LDAP) is an Internet protocol that accesses the Microsoft Exchange Server directory. Clients with permission to use LDAP can browse, read, and search directory listings. For example, a user can search for specific information, such as department names and locations, from any application that supports LDAP. LDAP works only with Transmission Control Protocol/Internet Protocol (TCP/IP) connections.

Use the following property pages to configure the LDAP protocol:

General

Permissions

Authentication

Anonymous

Search

Referrals

Idle Time-out

 **POP3 (Mail) Settings - Server**

Path: Organization\ Site\ Servers Container\ Protocols\ POP3 (Mail) Settings - Server

Post Office Protocol version 3 (POP3) enables users with POP3 clients to retrieve mail from their Microsoft Exchange Server Inbox. Any third-party e-mail client that supports POP3 can be used to connect to a Microsoft Exchange Server and access messages. To send outgoing messages from Microsoft Exchange Server, POP3 clients can use the Internet Mail Service or any other Simple Mail Transfer Protocol (SMTP) server.

Use the following property pages to configure the POP3 protocol:

General

Permissions

Authentication

Message Format

Idle Time-out

Diagnostics Logging



IMAP4 (Mail) Settings - Server



Path: Organization\Site\Servers Container\Protocols\IMAP4 (Mail) Settings - Server

Internet Message Access Protocol, Version 4rev1 (IMAP4) enables users with any IMAP4 client (that is compliant with RFC 2060) to access mail in their Microsoft Exchange Server mailbox. It can also be used to read and post messages to public folders or to access another user's mailbox that they have been granted access to.

Use the following property pages to configure the IMAP4 protocol:

[General](#)

[Permissions](#)

[Authentication](#)

[Anonymous](#)

[Message Format](#)

[Idle Time-out](#)

[Diagnostics Logging](#)



NNTP (News) Settings - Server



Path: Organization\Site\ Servers Container\ Protocols\ NNTP (News) Settings - Server

Network News Transfer Protocol (NNTP) allows clients to read and post Internet news articles in public folders. An administrator controls whether a user can post or read news articles in that public folder. Moreover, the Microsoft Exchange Server organization can replicate newsgroups with Internet service providers (ISP) or other organizations that have servers running NNTP.

To send and receive USENET newsfeeds, you must configure the newsfeed and NNTP properties. You can set properties for the NNTP object that are available at the site and server levels. Site NNTP properties apply to all servers in a site; server NNTP properties apply only to a single server. With some exceptions, all properties for the NNTP object are the same for the site and the server.

Use the following property pages to configure the NNTP protocol:

[General](#)

[Permissions](#)

[Newsfeeds](#)

[Authentication](#)

[Message Format](#)

[Idle Time-out](#)

[Anonymous](#)

[Diagnostics Logging](#)



Newsfeed

Path: Organization\Site\Connections Container\Newsfeed

The flow of items from one USENET site to another is called a newsfeed. A newsfeed replicates items in newsgroups between host computers. One or more servers, or hosts, running Network News Transfer Protocol (NNTP) make up a USENET site.

Each USENET site receiving a newsfeed can be configured to accept and generate an NNTP connection and newsfeed. The host computer that receives your newsfeed is configured as the outbound host. The host computers that provide your newsfeed are configured as the inbound hosts. A host computer can be configured as both the inbound and outbound host.

You can configure the news service to support multiple newsfeeds through either push feeds or pull feeds. With a push feed, your provider's host computer initiates newsfeeds to your Microsoft Exchange Server computer. Push feeds are better than pull feeds for handling large newsfeeds. However, a push feed requires more interaction between you and your newsfeed provider because your provider controls which newsgroups you receive.

With a pull feed, your Microsoft Exchange Server initiates connections and delivers messages to host computers in your provider's site. Pull feeds also check for new messages and retrieve them. Pull feeds work well for small newsfeeds and over dial-up connections.

Use the following property pages to configure newsfeeds:

[General](#)

[Messages](#)

[Hosts](#)

[Connection](#)

[Security](#)

[Schedule](#)

[Inbound Accept](#)

[Inbound Pull](#)

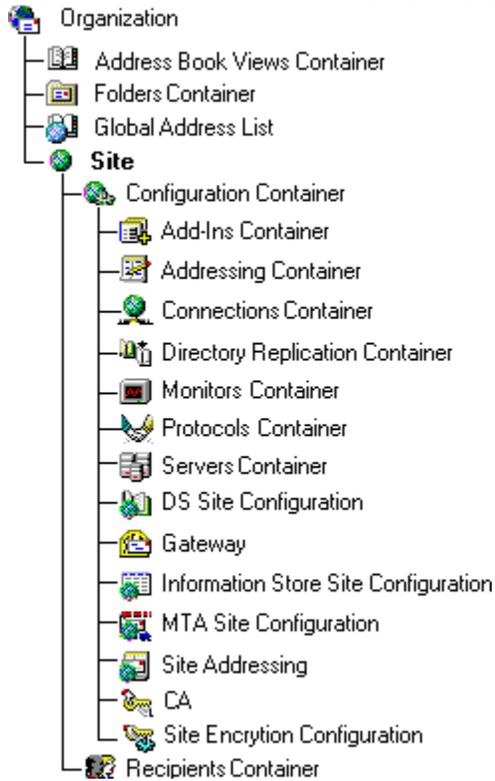
[Outbound](#)

[Advanced](#)

Visual Guide

For more information, click any container or object in the directory hierarchy shown below.

Note The **Permissions** property page is not displayed by default for all objects.



Address Book Views Container





Address Book Views Container

Path: Organization\ Address Book Views Container

The Address Book Views container contains [Address Book Views](#) and [subcontainers](#) that are used to group mailboxes and custom recipients. You use Address Book Views to organize mailboxes and custom recipients. You create Address Book Views that are grouped by the values of the attributes of your mailboxes and custom recipients.

Use the following property pages to configure the Address Book Views container:

[General](#)

[Permissions](#)



Address Book View

Path: Organization\Address Book Views Container\Address Book View

Each Address Book View has one or more groupings of mailboxes and custom recipients. Any mailbox or custom recipient with attributes that match the Address Book View grouping appear in a subcontainer under that Address Book View in the Microsoft Exchange Server Administrator program. Address Book Views are also displayed in the **Show Names from the** box in the Microsoft Outlook Address Book.

If your organization has offices in several cities, you can create an Address Book View called Offices, with a grouping based on the city attribute. For every mailbox and custom recipient with a specific city attribute, a new Address Book View container is created. For example, user A, whose city attribute is Denver, appears in an Address Book View container called Denver, while user B, whose city attribute is Tucson, appears in an Address Book View container called Tucson.

When you create an Address Book View, you specify up to four grouping attributes and the subcontainers are generated automatically in a corresponding hierarchy under the Address Book View. Subcontainers for the first grouping appear at the first level under the Address Book View, while subcontainers for the fourth grouping appear at the fourth level. As more offices are added, your organization can modify the existing groupings or add additional Address Book View subcontainers to organize its Address Book Views.

Use the following property pages to configure an Address Book View:

General

Group By

Permissions

Advanced



Address Book View Container

Path: Organization\Address Book Views Container\Address Book View Container

Each Address Book View can have up to four levels of subcontainers. By default, subcontainers are grouped as specified by the parent Address Book View. You can change the grouping of subcontainers to provide alternate groupings. For example, if you have a container that groups items by country and subcontainers that group items by state and city, you can organize countries that do not have states by grouping them in a subcontainer by city alone.

Use the following property pages to configure an Address Book View container:

[General](#)

[Group By](#)

[Permissions](#)

[Advanced](#)

Add-Ins Container





Add-Ins Container

Path: Organization\ Site\ Configuration Container\ Add-Ins Container

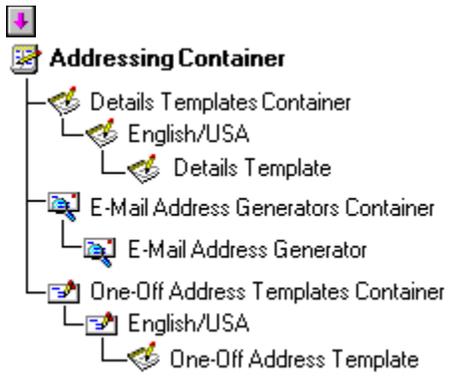
The Add-Ins container holds optional third-party services that do not require a mailbox. Other optional services include Directory exchange, PC interchange, and AppleTalk interchange.

Use the following property pages to configure the Add-Ins container:

General

Permissions

Addressing Container





Addressing Container



Path: Organization\ Site\ Configuration Container\ Addressing Container

The Addressing container holds the following directory objects:



[E-Mail Address Generators](#) let you automatically generate e-mail addresses.



[Details Templates](#) let you customize the appearance and functionality of dialog boxes.



[One-Off Address Templates](#) let you view the appearance of the dialog boxes that let you create one-off e-mail addresses.

Use the following property pages to configure the Addressing container:

[General](#)

[Permissions](#)



E-Mail Address Generators Container



Path: Organization\Site\ Configuration Container\ Addressing Container\ E-Mail Address Generators Container

The E-Mail Address Generators container holds the following e-mail address generators, which automatically generate e-mail addresses for Microsoft Exchange Server recipients:



cc:Mail e-mail generator



Internet e-mail generator



MS Mail e-mail generator



X.400 e-mail generator

Use the following property pages to configure the E-Mail Address Generators container:

[General](#)

[Permissions](#)



E-Mail Address Generator



Path: Organization\ Site\ Configuration Container\ Addressing Container\ E-Mail Address Generators Container\ E-Mail Address Generator

You configure e-mail address generators to automatically generate Lotus cc:Mail, Internet, MS Mail, and X.400 addresses for Microsoft Exchange Server recipients.

Use the following property pages to configure an e-mail address generator:

[General](#)

[Permissions](#)



Details Templates Container



Path: Organization\ Site\ Configuration Container\ Addressing Container\ Details Templates Container

The Details Templates container holds various Details Templates Language containers for various foreign languages. Details templates let you customize dialog boxes.

Use the following property pages to configure the Details Templates container:

[General](#)

[Permissions](#)



Details Templates Language Container



Path: Organization\ Site\ Configuration Container\ Addressing Container\ Details Templates Container\ Language Container

The Details Templates Language container holds details templates in various languages (such as U.S./English, German, and Japanese). Details templates let you customize various dialog boxes.

Use the following property pages to configure the Details Templates Language container:

[General](#)

[Permissions](#)



Details Template

Path: Organization\ Site\ Configuration Container\ Addressing Container\ Details Templates Container\ Language Container\ Details Template

Details templates let you customize various dialog boxes.

Use the following property pages to configure a details template:

General

Permissions

Templates

MS DOS Templates



One-Off Address Templates Container



Path: Organization\ Site\ Configuration Container\ Addressing Container\ One-Off Address Templates Container

The One-Off Address Templates container holds various One-Off Address Templates containers, which contain one-off address templates in various languages. One-off address templates let you view the Microsoft Outlook dialog boxes that prompt you for one-off e-mail address information.

Use the following property pages to configure the One-Off Address Templates container:

General

Permissions



One-Off Address Templates Language Container



Path: Organization\ Site\ Configuration Container\ Addressing Container\ One-Off Address Templates Container\ Language Container

The One-Off Address Templates Language container holds one-off address templates in various languages (such as U.S./English, German, and Japanese). One-off address templates let you view the Microsoft Outlook dialog boxes that prompt you for one-off e-mail address information.

Use the following property pages to configure the One-Off Address Template Languages container:

General

Permissions



One-Off Address Template

Path: Organization\ Site\ Configuration Container\ Addressing Container\ One-Off Address Templates Container\ Language Container\
One-Off Address Template

One-off address templates let you view the Microsoft Outlook dialog boxes that prompt you for one-off address information.

Use the following property pages to configure a one-off address template:

General

Permissions

Templates

MS DOS Templates



Directory Synchronization

Path: Organization\ Site\ Configuration Container\ Servers Container\ Server\ Directory Synchronization

When you configure a directory synchronization server or requestor in the local site, one server is selected to run each synchronization process. By default, the server selected is the one to which you are currently connected. (Check the Administrator window for the server name.) The directory synchronization object on the selected server imports and exports information during directory synchronization. The default settings for the directory synchronization object allow both server and requestor functions to be performed without making any changes.

Use the following property pages to configure the directory synchronization object:

[General](#)

[Permissions](#)

[E-Mail Addresses](#)

[Delivery Restrictions](#)

[Incoming Templates](#)

[Outgoing Templates](#)

[Diagnostics Logging](#)



Dirsync Requestor

Path: Organization\ Site\ Configuration Container\ Connections Container\ Dirsync Requestor

The dirsync requestor periodically queries the Microsoft Exchange Server directory for changes to recipient information. When Microsoft Exchange Server recipients are added, deleted, or modified, the directory synchronization component sends (according to schedule) updates to the MS Mail directory server postoffice. The component also requests address updates from the MS Mail directory server postoffice.

Use the following property pages to configure a dirsync requestor:

[General](#)

[Permissions](#)

[Import Containers](#)

[Export Containers](#)

[Settings](#)

[Schedule](#)



Dirsync Server

Path: Organization\ Site\ Configuration Container\ Connections Container\ Dirsync Server

A dirsync server processes incoming updates from one or more directory requestors and incorporates the updates into the directory as custom recipient objects. It also sends updates on recipients in response to update requests from a directory requestor postoffice. You can configure only one directory synchronization server in a site to service all requestors.

Note You can create only one dirsync server per site. Once you create a dirsync server, you must create at least one remote dirsync requestor.

Use the following property pages to configure a dirsync server:

[General](#)

[Permissions](#)

[Schedule](#)

Remote Dirsync Requestor



Path: Organization\ Site\ Configuration Container\ Connections Container\ Dirsync Server\ Remote Dirsync Requestor

Remote directory synchronization requestors are internal representations of dirsinc requestors that use a Microsoft Exchange Server [dirsinc server](#). This internal information is used to authenticate and respond to requestors during directory synchronization.

Each dirsinc requestor to a dirsinc server must be defined in the Microsoft Exchange Server [directory](#) as a remote dirsinc requestor. To set up a remote dirsinc requestor, you perform the following tasks:



Create a [custom recipient](#) that specifies the address of the remote dirsinc requestor (done automatically for MS Mail 3.x requestors).



Define a remote dirsinc requestor object in the directory.



Configure [permissions](#) and decide which directory [containers](#) to use when importing and exporting address information from the remote dirsinc requestor.

When you have completed the above tasks, you should verify that the dirsinc requestor is correctly configured on each system and that each system can communicate with the Microsoft Exchange Server (through the MS Mail Connector or other connection).

Use the following property pages to configure a remote dirsinc requestor:

[General](#)

[Permissions](#)

[Import Containers](#)

[Export Containers](#)



Internet Mail Service

Path: Organization\ Site\ Configuration Container\ Connections Container\ Internet Mail Service

The Internet Mail Service is the Simple Mail Transfer Protocol (SMTP) server component of Microsoft Exchange Server. It provides message transfer and translation between a Microsoft Exchange Server computer and SMTP messaging systems, such as the Internet. You can also use the Internet Mail Service to connect to foreign X.400 systems or to connect Microsoft Exchange Server sites that are not on the same local area network (LAN).

Use the following property pages to configure the Internet Mail Service:

[General](#)

[Permissions](#)

[Connected Sites](#)

[Address Space](#)

[Delivery Restrictions](#)

[Diagnostics Logging](#)

[Internet Mail](#)

[Dial-up Connections](#)

[Connections](#)

[Queues](#)

[Routing](#)

[Security](#)



Connector for cc:Mail

Path: Organization\ Site\ Configuration Container\ Connections Container\ Connector for cc:Mail

The Microsoft Exchange Connector for Lotus cc:Mail provides connectivity between Microsoft Exchange Server and Lotus cc:Mail. The connector enables message transfer and directory synchronization using one or multiple connectors, depending on your messaging requirements. Each Microsoft Exchange Server in your organization can run one instance of the connector that directly services one connection to a cc:Mail post office. You cannot service one cc:Mail post office from more than one connector.

Use the following property pages to configure the Connector for Lotus cc:Mail:

[Post Office](#)

[General](#)

[Permissions](#)

[Dirsync Schedule](#)

[Address Space](#)

[Delivery Restrictions](#)

[Import Container](#)

[Export Containers](#)

[Queues](#)

[Diagnostics Logging](#)

Monitors Container





Monitors Container



Path: Organization\Site\ Configuration Container\ Monitors Container

The Monitors container holds the monitoring tools, including server monitors and link monitors, that let you regulate your servers and connections, and troubleshoot and resolve various messaging problems.

Use the following property pages to configure the Monitors container:

General

Permissions



Server Monitor

Path: Organization\ Site\ Configuration Container\ Monitors Container\ Server Monitor

Server monitors track the condition of servers in a site. Notification occurs if a service fails to start or shuts down, if clients cannot connect to the server, or if the server is not on the network. Server monitors can also restart computers or services and synchronize the clocks.

Use the following property pages to configure server monitors:

[General](#)

[Permissions](#)

[Notification](#)

[Servers](#)

[Actions](#)

[Clock](#)



Link Monitor

Path: Organization\Site\ Configuration Container\ Monitors Container\ Link Monitor

Link monitors observe the round-trip time of ping messages sent between a Microsoft Exchange Server computer and another server or foreign system. Notification occurs if the round trip takes longer than expected.

Use the following property pages to configure link monitors:

[General](#)

[Permissions](#)

[Notification](#)

[Servers](#)

[Recipients](#)

[Bounce](#)

 **MS Mail Connector**

Path: Organization\Site\ Configuration Container\ Connections Container\ MS Mail Connector

The MS Mail Connector transfers information between Microsoft Exchange Server sites and Microsoft Mail for PC Networks.

A message from Microsoft Exchange Server to MS Mail is picked up by the Connector interchange, converted to MS Mail format, and placed in a temporary information store of the Microsoft Mail Connector. The Microsoft Mail Connector (PC) message transfer agent (MTA) then retrieves the message and delivers it to the MS Mail postoffice.

Use the following property pages to configure the MS Mail Connector:

[General](#)

[Address Space](#)

[Diagnostics Logging](#)

[Interchange](#)

[Local Postoffice](#)

[Connections](#)

[Connector MTAs](#)

Recipients Container



Recipients Container

-  Custom Recipient
-  Distribution List
-  Mailbox
-  Public Folder
-  Mailbox Agent



Recipients Container

Path: Organization\Site\ Recipients Container

The Recipients container holds Microsoft Exchange Server message recipients. A site can contain numerous Recipients containers. Recipients include mailboxes, mailbox agents, distribution lists, public folders, and custom recipients.

Use the following property pages to configure a Recipients container:

[General](#)

[Permissions](#)



Mailbox



Path: Organization\ Site\ Recipients Container\ Mailbox

A mailbox is a private repository for e-mail and other information in the private information store of Microsoft Exchange Server. Users must have a mailbox to send and receive messages. A mailbox usually has only one user, but it can be shared by several users.

Use the following property pages to configure a mailbox:

[General](#)

[Organization](#)

[Phone/Notes](#)

[Permissions](#)

[Custom Attributes](#)

[Limits](#)

[Advanced](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Delivery Restrictions](#)

[Delivery Options](#)

[Protocols](#)



Distribution List



Path: Organization\ Site\ Recipients Container\ Distribution List

A distribution list is a group of recipients created to expedite large mailings.

Use the following property pages to configure a distribution list:

[General](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Delivery Restrictions](#)

[Custom Attributes](#)

[Advanced](#)



Public Folder



Path: Organization\Site\Recipients Container\Public Folder

Public folders hold information that can be shared by various users. They reside in the public information store on a Microsoft Exchange Server computer and can be copied, or replicated, to one or more additional Microsoft Exchange Server computers. When you make a change in a public folder, that change is replicated to every replica of that folder throughout the organization.

Use the following property pages to configure a public folder:

[General](#)

[Replicas](#)

[Folder Replication Status](#)

[Replication Schedule](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Custom Attributes](#)

[Limits](#)

[Advanced](#)



Custom Recipient

Path: Organization\ Site\ Recipients Container\ Custom Recipient

A custom recipient is a recipient outside the messaging site, local postoffice, or organization, such as an Internet recipient with a Simple Mail Transfer Protocol (SMTP) address. When you create a custom recipient, it appears in the site Address Book, and it can send messages to and receive messages from Microsoft Exchange Server.

Use the following property pages to configure a custom recipient:

[General](#)

[Organization](#)

[Phone/Notes](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

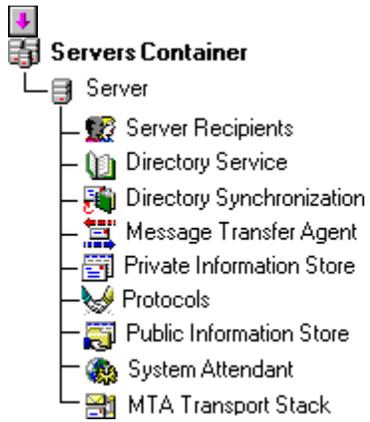
[Delivery Restrictions](#)

[Protocols](#)

[Custom Attributes](#)

[Advanced](#)

Servers Container





Servers Container



Path: Organization\ Site\ Configuration Container\ Servers Container

The Servers container holds a server object for each Windows NT Server computer in a particular Microsoft Exchange Server site.

Use the following property pages to configure the Servers container:

General

Permissions



Server

Path: Organization\ Site\ Configuration Container\ Servers Container\ Server

A server is a Windows NT Server computer running Microsoft Exchange Server. In the directory hierarchy, the server object is the parent of the core server components, which include the directory service, directory synchronization, system attendant, public information store, private information store, and message transfer agent (MTA). The server object also contains any installed MTA transport stacks and an object called the Server Recipients container, which contains all recipients on this server.

Use the following property pages to configure a server:

General

Permissions

Services

Locales

Database Paths

IS Maintenance

Advanced

Diagnostics Logging



Directory Service

Path: Organization\ Site\ Configuration Container\ Servers Container\ Server\ Directory Service

The directory service stores all information about an organization's resources and users, such as information about servers, mailboxes, and public folders.

Use the following property pages to configure the directory service:

[General](#)

[Permissions](#)

[E-Mail Addresses](#)

[Diagnostics Logging](#)



MTA

Path: Organization\Site\ Configuration Container\ Servers Container\ Server\ Message Transfer Agent

The message transfer agent (MTA) provides addressing and routing information for sending messages from one server to another.

Use the following property pages to configure the MTA for the selected server:

[General](#)

[Permissions](#)

[Queues](#)

[Diagnostics Logging](#)



Private Information Store

Path: Organization\Site\ Configuration Container\ Servers Container\ Server\ Private Information Store

The private information store holds all the mailboxes on a particular server.

Use the following property pages to configure the private information store:

[General](#)

[Permissions](#)

[Logons](#)

[Mailbox Resources](#)

[Diagnostics Logging](#)



Public Information Store

Path: Organization\Site\ Configuration Container\ Servers Container\ Server\ Public Information Store

The public information store holds all public folders on a particular server. These public folders can be replicated to servers in other Microsoft Exchange Server sites, enabling users in those sites to access that information.

Use the following property pages to configure the public information store:

[General](#)

[Instances](#)

[Replication Schedule](#)

[Permissions](#)

[Age Limits](#)

[E-Mail Addresses](#)

[Folder Replication Status](#)

[Advanced](#)

[Diagnostics Logging](#)

[Logons](#)

[Public Folder Resources](#)

[Server Replication Status](#)



Organization

The organization is the root object or starting point of the Microsoft Exchange Server directory. All other directory objects are subordinate to the organization object. When setting up Microsoft Exchange Server, you name the organization. This is the directory name used in addressing and cannot be changed.

Use the following property pages to configure the organization object:

General

Permissions



Site



Path: Organization\ Site

A site is a group of one or more servers connected to the same local area network (LAN). The site object contains all the components (such as servers and monitors) in a site. In the Microsoft Exchange Server directory, the site object is the parent of the following containers: Recipients and Configuration.

Use the following property pages to configure a site:

General

Permissions

Connections Container



Connections Container

- Dynamic RAS Connector
- Connector for cc:Mail
- Internet Mail Service
- DirSync Server
 - Remote DirSync Requestor
- DirSync Requestor
- MS Mail Connector
- Site Connector
- X400 Connector
- Newsfeed



Connections Container

Path: Organization\ Site\ Configuration Container\ Connections Container

The Connections container contains all connectivity for the system.

Use the following property pages to configure the Connections container:

General

Permissions



Site Connector



Path: Organization\Site\ Configuration Container\ Connections Container\ Site Connector

A site connector connects two Microsoft Exchange Server sites on the same local area network (LAN).

Use the following property pages to configure a Site Connector:

[General](#)

[Permissions](#)

[Target Servers](#)

[Address Space](#)

[Override](#)



Dynamic RAS Connector

Path: Organization\ Site\ Configuration Container\ Connections Container\ Dynamic RAS Connector

The Dynamic Remote Access Service (RAS) Connector connects two sites. This asynchronous connection uses the RAS function provided with the Microsoft Windows NT Server.

Use the following property pages to configure a Dynamic RAS Connector:

General

Permissions

Schedule

RAS Override

MTA Override

Connected Sites

Address Space

Delivery Restrictions



Server Recipients Container

Path: Organization\Site\ Configuration Container\ Servers Container\ Server\ Server Recipients Container

The Server Recipients container holds the recipients on a server. Recipients can send and receive messages and include mailboxes, mailbox agents, distribution lists, public folders, and custom recipients.



Mailbox Agent



Path: Organization\ Site\ Recipients Container\ Mailbox Agent

Mailbox agents are services such as the Administrative Mailbox Agent, the Mailbox Cleanup Agent, and the Microsoft Schedule+ Free/Busy Connector that are accessed through a mailbox on the server. A mailbox agent sends and receives messages and provides mailbox routing and schedule information to the message transfer agent (MTA) and connectors.

The property pages differ for each mailbox agent, but can include:

[General](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Delivery Restrictions](#)

[Delivery Options](#)

[Security](#)

[Custom Attributes](#)

[Schedule](#)

[Limits](#)

[Advanced](#)

[Options](#)



X.400 Connector

Path: Organization\Site\ Configuration Container\ Connections Container\ X.400 Connector

Use an X.400 Connector to connect to foreign X.400 systems or to connect Microsoft Exchange Server sites not on the same local area network (LAN).

Note Before creating an X.400 Connector, you must install the corresponding MTA transport stack.

Use the following property pages to configure an X.400 Connector:

General

Permissions

Schedule

Stack

Override

Connected Sites

Address Space

Delivery Restrictions

Advanced



MTA Transport Stack

Path: Organization\Site\ Configuration Container\ Servers Container\ Server\ MTA Transport Stack

An MTA transport stack defines the transport used with an X.400 Connector or Dynamic RAS Connector. The server installed with the stack processes all messages from all connectors within the site that reference the stack.

Before configuring an X.400 Connector or Dynamic RAS Connector, you must install the corresponding transport stack. For example, to configure an X.400 TP4 Connector, you must first install and configure a TP4 stack.

Use the following property pages to configure an MTA transport stack:

[General](#)

[Permissions](#)

[Connectors](#)



Configuration Container



Path: Organization\ Site\ Configuration Container

The Configuration container holds the objects for configuring services, components, connections, monitors, and recipients. The container holds the following objects: [Add-Ins](#), [Addressing](#), [Connections](#), [Directory Replication](#), [Monitors](#), [Servers](#), [DS Site Configuration](#), [Gateway](#), [Information Store Site Configuration](#), [MTA Site Configuration](#), [Site Addressing](#), [Site Encryption](#), and [CA](#).

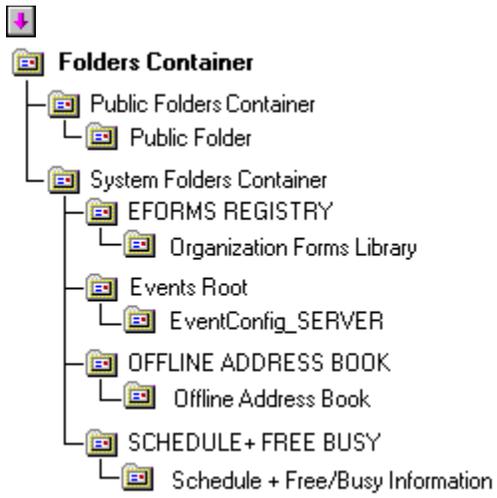
Use the following property pages to set up the Configuration container:

[General](#)

[Permissions](#)

[Service Account Password](#)

Folders Container





Folders Container

Path: Organization\Folders Container

The Folders container holds the public, private, and system folders configured for Microsoft Exchange Server.



Public Folders Container

Path: Organization\Folders Container\Public Folders Container

The Public Folders container holds all public folders and public folder replicas configured for Microsoft Exchange Server.



Public Folder

Path: Organization\Folders Container\ Public Folders Container\ Public Folder

Public folders hold information that can be shared by various users. Public folders reside in the public information store on a Microsoft Exchange Server computer and can be copied, or replicated, to one or more additional Microsoft Exchange Server computers. When you make a change in a public folder, that change is replicated to every replica of the folder throughout the organization.

Use the following property pages to configure a public folder:

[General](#)

[Replicas](#)

[Folder Replication Status](#)

[Replication Schedule](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Custom Attributes](#)

[Limits](#)

[Advanced](#)



System Folders Container

Path: Organization\Folders Container\System Folders Container

The System Folders container holds the Schedule+ Free/Busy information, the offline Address Book, and EForms registry folders for the Microsoft Exchange Server.

 **EForms Registry Container**

Path: Organization\ Folders Container\ System Folders Container\ EForms Registry Container

The EForms Registry container holds all of the organization forms libraries that have been created in an organization. Organization forms libraries are public folders that store electronic forms.



Organization Forms Library



Path: Organization\Folders Container\System Folders Container\Organization Forms Library

An organization forms library is a public folder that stores forms. By default, forms saved to an organization forms library are available to all users. Therefore, users do not need special permissions to read messages composed with these forms, and they can use these forms to compose messages. Organization forms libraries can be replicated between sites in your organization, making the forms widely available.

Use the following property pages to configure an organization forms library:

[General](#)

[Replicas](#)

[Folder Replication Status](#)

[Replication Schedule](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Custom Attributes](#)

[Limits](#)

[Advanced](#)



Offline Address Book Container

Path: Organization\Folders Container\System Folders Container\Offline Address Book Container

The Offline Address Book container holds the offline Address Books configured for Microsoft Exchange Server. Offline Address Books contain lists of recipients that remote users can access to get information about other users in the organization.



Offline Address Book

Path: Organization\ Folders Container\ System Folders Container\ Offline Address Book Container\ Offline Address Book

Remote users can use offline Address Books to get information about other users in the organization. Users can download the offline Address Book to their laptops or portable computers when they connect to Microsoft Outlook remotely. The offline Address Book can contain any list of recipients that you specify. You can create one offline Address Book per site. Using the Global Address List container as a basis for the offline Address Book ensures that remote users can send mail to any recipient in your organization.

Use the following property pages to configure an offline Address Book:

[General](#)

[Replicas](#)

[Folder Replication Status](#)

[Replication Schedule](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Custom Attributes](#)

[Limits](#)

[Advanced](#)

 **Events Root**

Path: Organization\Folders Container\System Folders Container\Events Root

The Events Root contains folders with event configuration information for available Microsoft Exchange Server computers.

 **EventConfig_SERVER**

Path: Organization\ Folders Container\ System Folders Container\ EventConfig_SERVER

The EventConfig_SERVER folders contain event configuration information for the specific Microsoft Exchange Server computers installed in your site.

Use the following property pages to configure an EventConfig_SERVER:

[General](#)

[Replicas](#)

[Folder Replication Status](#)

[Replication Schedule](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Custom Attributes](#)

[Limits](#)

[Advanced](#)



Schedule+ Free Busy Container

Path: Organization\ Folders Container\ System Folders Container\ Schedule+ Free Busy Container

The Schedule+ Free/Busy container holds one Schedule+ Free/Busy folder for each site. Microsoft Exchange Server creates one each time you configure a new site. Each time you create a new mailbox, an entry is created in the Schedule+ Free/Busy Information public folder for the associated Windows NT account.



Schedule+ Free Busy Information



Path: Organization\ Folders Container\ System Folders Container\ Schedule+ Free Busy Container\ Schedule+ Free Busy Information

The Schedule+ Free/Busy Information public folder is created automatically when you install Microsoft Exchange Server and configure the first site and server. The first time a user logs on to Schedule+, an entry is created in the Schedule+ Free/Busy Information public folder for the associated mailbox. By default, each time the user changes the information in the schedule file, the Schedule+ Free/Busy Information public folder is updated accordingly. Individual users can prevent the publication of free/busy information by using the **Set Access Permissions** dialog box in Schedule+.

Use the following property pages to configure Schedule+ Free/Busy Information public folders:

[General](#)

[Replicas](#)

[Folder Replication Status](#)

[Replication Schedule](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Custom Attributes](#)

[Limits](#)

[Advanced](#)



Extension

Path: Organization\ Site\ Configuration Container\ Add-Ins Container\ Extension

To add property pages to a directory object, you install an extension DLL by adding and configuring an Administrator-Extension object in the directory. You assign a name to this extension by specifying an Extension-Name. For example, you can set it to match the service name. The Administrator program builds a Common-Name attribute for the extension from the Extension-Name attribute and the platform designation.

Use the following property pages to configure an extension:

General

Permissions

Directory Replication Container



 **Directory Replication Container**

└─  Directory Replication Connector



Directory Replication Container



Path: Organization\Site\ Configuration Container\ Directory Replication Container

The Directory Replication container holds the directory replication connectors configured for Microsoft Exchange Server. Directory replication connectors are bidirectional site connections that enable replication of directory changes from one site to other sites.

Use the following property pages to configure the Directory Replication container:

General

Permissions



Directory Replication Connector



Path: Organization\ Site\ Configuration Container\ Directory Replication Container\ Directory Replication Connector

To set up directory replication between sites, you must create and configure a directory replication connector, which is a bidirectional replication connection between two sites. You must designate and schedule one server in each site to request updated directory information from the other site. At the scheduled times, the local server requests directory updates from the remote server.

Use the following property pages to configure a directory replication connector:

[General](#)

[Permissions](#)

[Schedule](#)

[Sites](#)



System Attendant

Path: Organization\ Site\ Configuration Container\ Servers Container\ Server\ System Attendant

The system attendant generates e-mail addresses for new recipients and maintains message tracking log information. In addition, the system attendant monitors the connections of Microsoft Exchange Server computers.

Use the following property pages to configure the system attendant:

General

Permissions

E-mail Addresses



DS Site Configuration

Path: Organization\Site\ Configuration Container\ DS Site Configuration

DS site configuration allows you to set values for directory objects in your site. The directory objects include mailboxes, distribution lists, public folders, custom recipients, and mailbox agents. This information is used by other components in Microsoft Exchange Server services and Microsoft Outlook.

You use directory information to set up an offline Address Book and establish custom attributes. You can also determine how long you want to save a tombstone (which indicates a deleted object) and how often you want to remove those tombstones.

Use the following property pages to configure a DS site:

[General](#)

[Permissions](#)

[Offline Address Book Schedule](#)

[Offline Address Book](#)

[Custom Attributes](#)

[Attributes](#)



Information Store Site Configuration

Path: Organization\ Site\ Configuration Container\ InformationStore Site Configuration

All public folders on a server reside in the information store. Use information store site configuration to specify which users have the right to create top-level public folders, specify the timing of warning messages if space allotments for mailboxes or public folders are exceeded, or enable clients in your site to connect to public folders in other sites.

Use the following property pages to configure an information store site:

[General](#)

[Permissions](#)

[Top Level Folder Creation](#)

[Storage Warnings](#)

[Public Folder Affinity](#)



MTA Site Configuration



Path: Organization\ Site\ Configuration Container\ MTA Site Configuration

The message transfer agent (MTA) provides the addressing and routing information for sending messages from one server to another. Use MTA site configuration to set values for all MTAs in your site. You can set the messaging defaults, enable message tracking, specify the recipient of undeliverable messages, and enter a display name for the site.

Use the following property pages to configure an MTA for a site:

[General](#)

[Permissions](#)

[Messaging Defaults](#)



Site Addressing



Path: Organization\ Site\ Configuration Container\ Site Addressing

Microsoft Exchange Server automatically generates site addresses for Lotus cc:Mail, MS Mail, Simple Mail Transfer Protocol (SMTP), and X.400 address types. These site addresses are based on the organization and site names you specified during installation and are used to create recipient addresses. Some organization and site names contain characters that are not valid for certain address types. Therefore, you may need to modify the site addresses.

Use the following property pages to modify site addresses:

[General](#)

[Permissions](#)

[Site Addressing](#)

[Routing Calculation Schedule](#)

[Routing](#)



Global Address List

Path: Organization\ Global Address List

The global address list contains all recipients in the organization, including mailboxes, distribution lists, public folders, and custom recipients.

Mailboxes

Use the following property pages to configure a mailbox:

[General](#)

[Organization](#)

[Phone/Notes](#)

[Permissions](#)

[Custom Attributes](#)

[Limits](#)

[Advanced](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Delivery Restrictions](#)

[Delivery Options](#)

[Protocols](#)

Distribution Lists

Use the following property pages to configure a distribution list:

[General](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Delivery Restrictions](#)

[Custom Attributes](#)

[Advanced](#)

Public Folders

Use the following property pages to configure a public folder:

[General](#)

[Replicas](#)

[Folder Replication Status](#)

[Replication Schedule](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Custom Attributes](#)

[Limits](#)

[Advanced](#)

Custom Recipients

Use the following property pages to configure a custom recipient:

[General](#)

[Organization](#)

[Phone/Notes](#)

[Permissions](#)

[Distribution Lists](#)

[E-Mail Addresses](#)

[Delivery Restrictions](#)

[Custom Attributes](#)

[Protocols](#)

[Advanced](#)



Site Encryption



Path: Organization\ Site\ Configuration Container\ Site Encryption

The Site Encryption Configuration object appears when you install a Key Management (KM) server to enable advanced security for users in your organization.

Use the following property pages to configure advanced security for your organization:

[General](#)

[Permissions](#)

[Algorithms](#)



CA



Path: Organization\ Site\ Configuration Container\ CA

The certification authority (CA) object appears when you install a Key Management (KM) server to enable advanced security for users in your organization.

Use the following property pages to administer advanced security for your organization:

[General](#)

[Permissions](#)

[Administrators](#)

[Passwords](#)

[Enrollment](#)

General POP3 (Mail) Settings - Server

 Overview

Use the **General** property page to set the following options:

 Display name

 Directory name

 Use site defaults for all properties

 Enable protocol

 Administrative note

Use site defaults for all properties

Assumes the Post Office Protocol version 3 (POP3) properties configured for the site where the server is located.

Permissions POP3 (Mail) Settings - Server

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this protocol. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under the site object.
Modify User Attributes	Modify the User attributes associated with this site and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.

Authentication POP3 (Mail) Settings

Overview

Use the **Authentication** property page to specify the authentication method a Post Office Protocol version 3 (POP3) client uses to access information on the Microsoft Exchange Server computer. In order for a POP3 client to log on to the Microsoft Exchange Server computer, one of the authentication methods that the client supports must be enabled on the server. Check with your client's vendor if you are unsure of which authentication methods are available.

Choose one or more options to set authentication.

<u>Option</u>	<u>Description</u>
Basic (Clear Text)	Enable authentication through an unencrypted user name and password. Most POP3 clients support this method.
Basic (Clear Text) using SSL	Uses SSL protocol to encrypt clear text on port 995.
Windows NT Challenge/Response	Enable authentication through Windows NT network security and an encrypted password. This method is supported by Microsoft Internet Mail and News version 3.0 and later.
Windows NT Challenge/Response using SSL	Enable authentication using Windows NT network security to occur through an SSL-encrypted channel on port 995. This method is supported by Microsoft Outlook Express.
MCIS Membership System	Enable authentication using Windows NT network security to occur through the Microsoft Commercial Internet Server (MCIS) Membership System.
MCIS Membership System using SSL	Enables authentication using Windows NT network security to occur through the MCIS Membership System over an SSL

connection.

Message Format POP3 (Mail) Settings - Server

Overview

Use the settings in the **Message Format** property page to specify the format that Microsoft Exchange Server messages are converted to when they are retrieved by a Post Office Protocol version 3 (POP3) client. These settings are based on the message format that the POP3 clients support when connecting to the server. The message content format and character set option can be configured for individual mailboxes, servers, and sites.

Note Messages sent by an Internet user are not converted. Instead they are retrieved by the POP3 client in the format the message was composed in.

Messaging Application Programming Interface (MAPI) clients such as Microsoft Outlook are capable of multilingual support, but they compose messages using Microsoft Windows code pages instead of Internet character sets. For most languages, there is a one-to-one correspondence between the character set and the code page. If this is the case, Microsoft Exchange Server automatically assigns the correct character set that corresponds to the code page that the message was composed in. However, if multiple character sets exist for the same code page, Microsoft Exchange Server uses the character setting specified in the **Character set** box in the **Message Format** property page. If the character set is not appropriate for the code page, a default character set is used. For example, suppose a message is received that uses Japanese code page 932. That code page can be mapped to one of several character sets including JIS, Shift-JIS, and EUC. If the **Character set** box is set to Shift-JIS, that character setting is used. However, if the **Character set** box is set to US-ASCII, Microsoft Exchange Server uses the default character set for that code page, which is JIS.

Messages that are received from the Internet already have a character set specified or will have one assigned to it when the message is received by the Internet Mail Service.

<u>Option</u>	<u>Description</u>
MIME	Text and attachments are encoded using Multipurpose Internet Mail Extensions (MIME). MIME is the standard for exchanging multimedia messages on the Internet. If a MIME message is delivered to a non-MIME-aware client, the text and attachments may not be usable. This is the default.
Provide message body as plain text	A plain text MIME body part is generated for the message. If Provide Message body as HTML is also selected, Microsoft Exchange Server provides both Hypertext Markup Language (HTML) and plain text in a MIME multipart alternative message.
Provide message body as HTML	A MIME body part in HTML is generated for the message. If Provide Message body as plain text is also selected, Microsoft Exchange Server provides both HTML and plain text in a MIME multipart alternative message. HTML is an Internet standard that enables rich text formatting such as bold, color, and italic to appear in messages.
UUENCODE	Renders the message body as text with any attachments encoded by the uuencode method,

which is commonly used in the UNIX operating system to encode 8-bit data transmitted on the Internet.

Use Binhex for Macintosh attachments

Renders the message body as text with any attachments encoded by the BinHex method, which is commonly used in the Macintosh operating system to encode 8-bit data transmitted on the Internet.

Character set

Specifies the character set that is used when generating MIME and non-MIME messages that originate from Microsoft Exchange Server. The default character set varies according to the language installed on the server.

Use Microsoft Exchange rich-text format

Rich text in messages retains character formatting such as bold, color, and italic. If rich text format is enabled, messages that are retrieved by the POP3 client contain Microsoft Exchange Server rich text format information as attachments to the messages. POP3 clients, such as the Microsoft Internet Mail Provider, that understand rich text format use the information to display a rich text representation of the message.

Idle Time-out POP3 (Mail) Settings - Server

 Overview

Specify an idle time-out to close Post Office Protocol version 3 (POP3) connections after a specified interval of inactivity.

Option	Description
Do not close idle connections	Idle connections never close.
Close idle connections	Idle connections close after the time period specified in the Time-out (minutes) box.
Time-out (minutes)	The amount of time in minutes a connection can remain idle before being closed. Type any value from 10 to 32767. The default is 10.

General POP3 (Mail) Site Defaults

 Overview

Use the **General** property page to set the following options:

 Display name

 Directory name

 Enable protocol

 Administrative note

Display Name

The protocol name that displays in the Administrator window. It can be up to 256 alphanumeric characters and is not case-sensitive.

Directory Name

Defined during installation and cannot be changed.

Enable Protocol

Enable e-mail clients to access mailboxes using Post Office Protocol version 3 (POP3).

Administrative note

You can enter any information (up to 1024 characters) that pertains to this object. This information is visible only in the Administrator program.

Permissions POP3 (Mail) Site Defaults

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this protocol. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under the site object.
Modify User Attributes	Modify the User attributes associated with this site and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.

Authentication POP3 (Mail) Site Defaults

Overview

Use the **Authentication** property page to specify the authentication method a Post Office Protocol version 3 (POP3) client uses to access information on the Microsoft Exchange Server computer. In order for a POP3 client to log on to the Microsoft Exchange Server computer, one of the authentication methods that the client supports must be enabled on the server. Check with your client's vendor if you are unsure of which authentication methods are available.

Choose one or more options to set authentication.

<u>Option</u>	<u>Description</u>
Basic (Clear Text)	Enable authentication through an unencrypted user name and password. Most POP3 clients support this method.
Basic (Clear Text) using SSL	Uses SSL protocol to encrypt clear text on port 995.
Windows NT Challenge/Response	Enable authentication through Windows NT network security and an encrypted password. This method is supported by Microsoft Internet Mail and News version 3.0 and later.
Windows NT Challenge/Response using SSL	Enable authentication using Windows NT network security to occur through an SSL-encrypted channel on port 995. This method is supported by Microsoft Outlook Express.
MCIS Membership System	Enable authentication using Windows NT network security to occur through the Microsoft Commercial Internet Server (MCIS) Membership System.
MCIS Membership System using SSL	Enables authentication using Windows NT network security to occur through the MCIS Membership System over an SSL

connection.

Message Format POP3 (Mail) Site Defaults

Overview

Use the settings in the **Message Format** property page to specify the format that Microsoft Exchange Server messages are converted to when they are retrieved by a Post Office Protocol version 3 (POP3) client. These settings are based on the message format that the POP3 clients support when connecting to the server. The message content format and character set option can be configured for individual mailboxes, servers, and sites.

Note Messages sent by an Internet user are not converted. Instead they are retrieved by the POP3 client in the format the message was composed in.

Messaging Application Programming Interface (MAPI) clients such as Microsoft Outlook are capable of multilingual support, but they compose messages using Microsoft Windows code pages instead of Internet character sets. For most languages, there is a one-to-one correspondence between the character set and the code page. If this is the case, Microsoft Exchange Server automatically assigns the correct character set that corresponds to the code page that the message was composed in. However, if multiple character sets exist for the same code page, Microsoft Exchange Server uses the character setting specified in the **Character set** box in the **Message Format** property page. If the character set is not appropriate for the code page, a default character set is used. For example, suppose a message is received that uses Japanese code page 932. That code page can be mapped to one of several character sets including JIS, Shift-JIS, and EUC. If the **Character set** box is set to Shift-JIS, that character setting is used. However, if the **Character set** box is set to US-ASCII, Microsoft Exchange Server uses the default character set for that code page, which is JIS.

Messages that are received from the Internet already have a character set specified or will have one assigned when the message is received by the Internet Mail Service.

Option	Description
MIME	Text and attachments are encoded using Multipurpose Internet Mail Extensions (MIME). MIME is the standard for exchanging multimedia messages on the Internet. If a MIME message is delivered to a non-MIME-aware client, the text and attachments may not be usable. This is the default.
Provide message body as plain text	A plain text MIME body part is generated for the message. If Provide Message body as HTML is also selected, Microsoft Exchange Server provides both Hypertext Markup Language (HTML) and plain text in a MIME multipart alternative message.
Provide message body as HTML	A MIME body part in HTML is generated for the message. If Provide Message body as plain text is also selected, Microsoft Exchange Server provides both HTML and plain text in a MIME multipart alternative message. HTML is an Internet standard that enables rich text formatting such as bold, color, and italic to appear in messages.

UUENCODE	Renders the message body as text with any attachments encoded by the UUENCODE method, which is commonly used in the UNIX operating system to encode 8-bit data transmitted on the Internet.
Use Binhex for Macintosh attachments	Renders the message body as text with any attachments encoded by the BinHex method, which is commonly used in the Macintosh operating system to encode 8-bit data transmitted on the Internet.
Character set	Specifies the character set that is used when generating MIME and non-MIME messages that originate from Microsoft Exchange Server. The default character set varies according to the language installed on the server.
Use Microsoft Exchange rich-text format	Rich text in messages retains character formatting such as bold, color, and italic. If rich text format is enabled, messages that are retrieved by the POP3 client contain Microsoft Exchange Server rich text format information as attachments to the messages. POP3 clients, such as the Microsoft Internet Mail Provider, that understand rich text format use the information to display a rich text representation of the message.

Idle Time-out POP3 (Mail) Site Defaults

Overview

Specify an idle time-out to close Post Office Protocol version 3 (POP3) connections after a specified interval of inactivity.

Option	Description
Do not close idle connections	Idle connections never close.
Close idle connections	Idle connections close after the time period specified in the Time-out (minutes) box.
Time-out (minutes)	The amount of time in minutes a connection can remain idle before being closed. Type any value from 10 to 32767. The default is 10.

Permissions (Protocols) Site

You can set permissions to control user access to all objects in the Protocols container. You grant permissions to a user (or group) by assigning them a role, which defines how much and what type of access a user has. Microsoft Exchange Server provides a number of predefined roles, but you can also create custom roles to suit your specific needs.

If you have configured the Administrator program to display the **Permissions** property page for all objects, you can set permissions on each protocol object in the site and server Protocols containers.

-  Windows NT Accounts with Inherited Permissions
-  NT Accounts with Permissions
-  Add Button
-  Remove Button
-  Roles
-  Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under the site object.
Modify User Attributes	Modify the User attributes associated with this site and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.
Search	Enable the selected user account to view the contents of the container.

General (Protocols) Site

Use the **General** property page to set the following options:

-  Display name
-  Directory name
-  Administrative note

Accept/reject specified connections

Select to specify the IP address from which to accept or reject connections.

Move Down

Moves the selected address rule down the list.

Because rules are processed in order from first to last, the most specific rules should be at the top of the list, and the most general rules should be at the bottom.

Move Up

Moves the selected address rule up the list.

Use the **Connections** property page to move a rule up or down in the list. Because rules are processed in order from first to last, the most specific rules should be at the top of the list and the most general rules should be at the bottom.

Remove

Removes the selected rule from the list.

Edit

Displays the **Connection Properties** dialog box. Use **Connection Properties** to edit an existing rule to accept or reject connections by IP address and mask.

New

Displays the **Connection Properties** dialog box. Use **Connection Properties** to add a new rule that accepts or rejects connections by IP address and mask.

Accept all connections

Select to accept all connections regardless of the IP address. The default is to accept all connections.

Connections (Protocols) Site

You can accept or reject POP3, NNTP, and LDAP access based on the client's Internet protocol (IP) address. For example, if you don't want a client to access information on your server, you can configure Microsoft Exchange Server to reject connections from that client.

Note Settings in the **Connections** property page do not apply to HTTP. You can restrict HTTP connections by configuring settings available in the **Advanced** property page in the Internet Information Server Internet Service Manager.

-  [Accept all connections](#)
-  [Accept/reject specified connections](#)
-  [New](#)
-  [Edit](#)
-  [Remove](#)
-  [Move Up](#)
-  [Move Down](#)

MIME Types (Protocols) Site

Microsoft Exchange Server can assign appropriate file extensions for inbound attachments provided the Multipurpose Internet Mail Extensions (MIME) content type and corresponding file extensions are defined in the **MIME Types** property page. For example, you can specify that all attachments with a content type of text/html are automatically given an .html extension. For outbound attachments, a MIME type is used for the file extensions listed in the **MIME Types** property page.

-  [MIME Content Type](#)
-  [Associated Extension](#)
-  [New Button](#)
-  [Edit Button](#)
-  [Remove Button](#)
-  [Move Up and Move Down Buttons](#)

Remove Button

Removes the selected content type and its associated extension from the list.

Edit Button

Displays the **MIME Type Properties** dialog box. Use the dialog box to change the Multipurpose Internet Mail Extensions (MIME) content type and associated extension.

New Button

Displays the **MIME Type Properties** dialog box. Use the dialog box to add a new Multipurpose Internet Mail Extensions (MIME) content type and its associated extension.

Associated Extension

Lists the extensions associated with the file types.

MIME Content Type

Lists MIME content types.

In MIME there are *primary types*, which describe the general content of a message, and *subtypes*, which describe the specific format of the file. The two types are separated by a forward slash, such as text/plain.

Move Up and Move Down Buttons

Use the **MIME Types** property page to specify the order of the MIME content type in the list. The order of content types is important if the same content type maps to multiple extensions. For example, an item with a .doc extension can be mapped to application/msword, application/binary, or text/plain. By specifying the order that content types are processed, you can ensure that the .doc item is mapped to the correct content type. Content types are processed in order from first to last.

MIME Type Properties

Use the **MIME Type Properties** dialog box to add or change Multipurpose Internet Mail Extensions (MIME) content types and associated extensions.

Permissions (Protocols) Server

You can set permissions to control user access to all objects in the Protocols container. You grant permissions to a user (or group) by assigning them a role, which defines how much and what type of access a user has. Microsoft Exchange Server provides a number of predefined roles, but you can also create custom roles to suit your specific needs.

If you have configured the Administrator program to display the **Permissions** property page for all objects, you can set permissions on each protocol object in the site and server Protocols containers.

-  Windows NT Accounts with Inherited Permissions
-  NT Accounts with Permissions
-  Add Button
-  Remove Button
-  Roles
-  Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects under the site object.
Modify User Attributes	Modify the User attributes associated with this site and all objects below it.
Modify Admin Attributes	Modify the Administrator attributes associated with this site and all objects below it.
Delete	Delete objects within this site.
Modify Permissions	Change permissions for objects within this site.
Search	Enable the selected user account to view the contents of the container.

General (Protocols) Server

Use the **General** property page to set the following options:

-  Display name
-  Directory name
-  Administrative note
-  Use site values

Use site values

Assumes the properties configured for the site where the server is located.

Display Name

The container display name that appears in the Administrator window. It can be up to 256 alphanumeric characters and is not case sensitive.

Directory Name

Defined during installation and cannot be changed.

Administrative note

You can enter any information (up to 1024 characters) that pertains to this object. This information is visible only in the Administrator program.

Connections (Protocols) Server

You can accept or reject POP3, NNTP, and LDAP access based on the client's Internet protocol (IP) address. For example, if you don't want a client to access information on your server, you can configure Microsoft Exchange Server to reject connections from that client.

Note Settings in the **Connections** property page do not apply to HTTP. You can restrict HTTP connections by configuring settings available in the **Advanced** property page in the Internet Information Server Internet Service Manager.

-  [Accept all connections](#)
-  [Accept/reject specified connections](#)
-  [New](#)
-  [Edit](#)
-  [Remove](#)
-  [Move Up](#)
-  [Move Down](#)

Mime Types (Protocols) Server

Microsoft Exchange Server can assign appropriate file extensions for inbound attachments provided the Multipurpose Internet Mail Extensions (MIME) content type and corresponding file extensions are defined in the **MIME Types** property page. For example, you can specify that all attachments with a content type of text/html are automatically given an .html extension. For outbound attachments, a MIME type is used for the file extensions listed in the **MIME Types** property page.

-  [MIME Content Type](#)
-  [Associated Extension](#)
-  [New Button](#)
-  [Edit Button](#)
-  [Remove Button](#)
-  [Move Up and Move Down Buttons](#)

Protocol Details (HTTP)

Use the **Protocol Details** dialog box to enable or disable HTTP-based clients for this recipient.

Enable HTTP for this recipient

Enable HTTP for this recipient

Select to enable HTTP-based clients for this recipient.

Protocol Details (IMAP4)

Use the **Protocol Details** dialog box to enable or disable the protocol for the recipient. You can use either the protocol default settings or the alternate settings.

- Enable IMAP4 for this recipient
- Use protocol defaults
- User acts as a delegate
- Provide message body as plain text
- Provide message body as HTML
- Default character set

Enable IMAP4 for this recipient

Select to enable IMAP4-based clients for this recipient.

Use protocol defaults

Configures IMAP4 settings on a recipient to use the message format defaults that you set at the server level.

User acts as a delegate

Enables an IMAP4 delegate user to access another user's mailbox to view personal folders.

Protocol Details (NNTP)

Use the **Protocol Details** dialog box to enable or disable the protocol for the recipient. You can use either the protocol default settings or the alternate settings.

- Enable NNTP for this recipient
- Use protocol defaults
- MIME
- Provide message body as plain text
- Provide message body as HTML
- UUENCODE
- Use Binhex for Macintosh

Enable NNTP for this recipient

Select to enable NNTP-based clients for this recipient.

Use protocol defaults

Configures NNTP settings on a recipient to use the message format defaults that you set at the server level.

Protocol Details (POP3)

Use the **Protocol Details** dialog box to enable or disable the protocol for the recipient. You can use either the protocol default settings or the alternate settings.

- Enable POP3 for this recipient
- Use protocol defaults
- MIME
- Provide message body as plain text
- Provide message body as HTML
- UUENCODE
- Use Binhex for Macintosh
- Default character set
- Use Microsoft Exchange rich-text format

Enable POP3 for this recipient

Select to enable POP3-based clients for this recipient.

Use protocol defaults

Configures POP3 settings on a recipient to use the message format defaults that you set at the server level.

Use Microsoft Exchange rich-text format

Enables rich-text formatting for POP3 clients.

Provide message body as plain text

A plain text MIME body part will be generated for the message. If **Provide message body as HTML** is also selected, a MIME multipart alternative plain text MIME body part is generated.

Provide message body as HTML

An HTML MIME body part is generated for the message. If **Provide message body as plain text** is also selected, a MIME multipart alternative HTML MIME body part is generated. HTML is an Internet standard that enables rich-text formatting, such as bold, color, and italic, to appear in messages.

Default character set

Specifies the character set that is used when generating MIME and non-MIME messages that originate from Microsoft Exchange Server. The default character set varies according to the language installed on the server. There are many possible character sets available for Microsoft Exchange Server.

MIME

Text and attachments are encoded using MIME. MIME is the standard for exchanging multimedia messages on the Internet. If a MIME message is delivered to a non-MIME-aware client, the text and attachments may not be usable. This is the default.

UUENCODE

Renders the message body as text with any attachments encoded by the uuencode method, which is commonly used in the UNIX operating system to encode 8-bit data transmitted on the Internet.

Use Binhex for Macintosh

Renders the message body as text with any attachments encoded by the BinHex method, which is commonly used in the Macintosh operating system to encode 8-bit data transmitted on the Internet.

Connection Properties

Use the **Connection Properties** dialog box to create or edit a rule that accepts or rejects connections by IP address and mask. A mask (also called a subnet mask) is a value used with an IP address that identifies the network location of the client computer. The IP addresses of hosts connecting to the server are matched against the rules, and the connections are accepted or denied accordingly. If no rule exists that matches an IP address, the connection is accepted by default.

Options	Description
Accept connection	Select to accept this new IP address connection.
Reject connection	Select to reject this new IP address connection.
IP Address	The Internet protocol address of the SMTP host that is accepted or rejected.
Mask	Identifies the network location of the client computer.

Note To specify a range of IP addresses, use the IP address and subnet mask. For example, specifying an IP address, such as 11.103.41.0, and a subnet mask, such as 255.255.255.0, restricts the range to all IP addresses that start with 11.103.41. To specify an individual IP address, use the IP address and a subnet mask of 255.255.255.255. For example, if you specify an IP address of 11.103.41.20 and a subnet mask of 255.255.255.255, the address is restricted to 11.103.41.20.

Your Guide to Microsoft Technical Support

You can find late-breaking updates and technical information in the Readme file provided with your product disks or compact disc.

If you still have a question, Microsoft offers technical support and services ranging from self-help tools to direct assistance with a Microsoft technical engineer.

Note The services and prices listed here are available in the United States and Canada only. Support services may vary outside the U.S. and Canada. For more information about support in other locations, contact your local Microsoft subsidiary.

Microsoft support services are subject to Microsoft's then-current prices, terms, and conditions, which are subject to change without notice.

{button ,JI(`',`MTSChoose')}` Choose the Support Option That's Right for You

Outside the U.S. and Canada, contact the local Microsoft subsidiary office in your area. For a list of worldwide Microsoft subsidiaries, see:

{button ,JI(`',`MTSWorld')}` Microsoft Technical Support Worldwide

Choose the Support Option That's Right for You

Here are the options you can choose from:

Self Help Tools

{button ,JI(`',`MTSSelf')}` Self-Help Tools Online

Direct Assistance from a Microsoft Technical Support Engineer

{button ,JI(`',`DirectAssistance')}` Direct Assistance from a Microsoft Technical Support Engineer

Other Microsoft Services

Includes information about customer service and text telephone numbers for the deaf. For more information, see:

{button ,JI(`',`MTSOther')}` Other Microsoft Services

Microsoft Technical Support Worldwide

For information about obtaining Microsoft technical support from Microsoft worldwide subsidiaries outside the U.S. and Canada, see:

{button ,JI(`',`MTSWorld')}` Microsoft Technical Support Worldwide

Self-Help Tools

Microsoft Technical Support Online at <http://www.microsoft.com/support/>

This site uses the cutting-edge technology of Microsoft to help you access the most relevant technical information and resources to answer your support questions. Online support helps you find the answers you need quickly and easily through the following features:

 **Troubleshooting Wizards:** Microsoft Technical Support Online has built-in diagnostic technology to help you easily pinpoint problems and identify solutions. Just ask for help on a specific problem, and a troubleshooting wizard will walk you through, step by step, until your question is resolved.

 **Product-Specific Support Home Pages:** These pages pull together the top technical articles, the most frequently asked questions, downloadable files, and more for your specific product. If you need an answer in a hurry, make sure to stop here first.

 **Frequently Asked Questions (FAQs):** FAQs are questions about Microsoft products that our engineers have identified as those customers ask most often. As with the Product-Specific Support Home Pages, FAQs include only the most critical, up-to-date questions and answers about your products to help you find solutions quickly. FAQs are updated continually.

 **Knowledge Base:** Here you'll find a collection of more than 75,000 detailed articles—updated daily—with technical information about products, bug and fix lists, and answers to commonly asked technical questions. The Knowledge Base also provides descriptions of product issues and workarounds, optimization tips, and compatibility issues for every product. A step-by-step process helps you build a query to search the database, making it easy for you to look for information on the product or technology of your choice.

 **Help Files, Service Packs, and More:** Keep your system current with access to thousands of files from our software library, all available for downloading. Our library includes free software add-ons (connect charges may apply), bug fixes, peripheral drivers, software updates, sample code, patches, application notes, sample files, and programming aids.

 **Support Site Tour:** The Support Site Tour uses a support wizard to help you quickly obtain the information most relevant to your product and technical support needs.

To use the Support Site Tour, follow this procedure:

1. In the Microsoft Technical Support home page (<http://www.microsoft.com/support/>), select a product, and then choose **GO**.
2. Select a product.
3. Choose **Support Site Tour**.
4. Select an option to find a technical article, troubleshoot a problem, download files, or learn more about Microsoft support options.
5. Select the appropriate options.

 **Newsgroups:** This peer-to-peer communication forum links you to a worldwide community of other Microsoft customers and technical experts, including Microsoft's Most Valuable Professionals. Newsgroups offer a unique way to help you find answers, tips, and tricks by putting you in touch with other Microsoft product users who have similar interests.

Additional Information

{button ,JI(`',`MTSChoose') } Choose the Support Option That's Right for You

{button ,JI(`',`MTSSelfOther') } Other Self-Help Tools

{button ,JI(`',`DirectAssistance') } Direct Assistance with a Microsoft Technical Support Engineer

{button ,JI(`',`AdditionalAssistance') } Additional Assistance from Microsoft Support Partners

{button ,JI(``,`MTSOther')} Other Microsoft Services

{button ,JI(``,`MTSWorld')} Microsoft Technical Support Worldwide

Other Self-Help Tools

In addition to Internet resources, Microsoft Technical Support provides the following technical resources:

 **Microsoft TechNet:** If you are an information technology (IT) or Help desk professional responsible for administering your corporate network or supporting end users, you can meet your organization's requirements with TechNet. TechNet is a comprehensive resource for evaluating, implementing, and supporting Microsoft business products. Every month, TechNet delivers two compact discs packed with more than 150,000 pages of the critical information you need to smoothly deploy mission-critical systems and minimize downtime—all while building your technical expertise. To subscribe, see your local authorized retailer, or call (800) 344-2121, Monday through Friday, excluding holidays, 6:30 A.M. to 5:30 P.M. Pacific time.

 **Microsoft Developer Network Library (MSDN):** If you develop applications for the Internet or the Windows operating system, or use Microsoft products for any other development purposes, you'll enhance your productivity with an MSDN subscription. MSDN is the official Microsoft source for technical programming information, SDKs, DDKs, Windows, BackOffice, Microsoft Office, and Visual Tools for developers. For more information about MSDN subscription levels and benefits, visit MSDN online at: <http://www.microsoft.com/msdn/>. Or call (800) 759-5474, Monday through Friday, excluding holidays, 6:30 A.M. to 5:30 P.M. Pacific time.

 **Microsoft Download Service (MSDL):** This service provides direct modem access to Microsoft's electronic technical library, which contains sample programs, device drivers, patches, software updates, and programming aids. The service is available 24 hours a day, 365 days a year. In the U.S., dial (425) 936-6735. Connect information: 1200, 2400, 9600, or 14400 baud, no parity, 8 data bits, and 1 stop bit. In Canada, dial (905) 507-3022. Connect information: 1200 to 28800 baud, no parity, 8 data bits, and 1 stop bit.

 **Microsoft FastTips:** FastTips is an automated toll-free telephone service that enables you to obtain quick answers to common technical questions, as well as technical articles by telephone, fax, or mail. To access FastTips or to receive a catalog of the articles available, call one of the following numbers on a touch-tone telephone:

<u>Division</u>	<u>Telephone Number</u>
Desktop Applications	(800) 936-4100
Desktop Systems	(800) 936-4200
Development Tools	(800) 936-4300
Business Systems	(800) 936-4400

You can use the following keys on your touch-tone telephone after you reach FastTips.

<u>To do this:</u>	<u>Press this key:</u>
Advance to the next message	*
Repeat the current message	7
Return to the beginning of FastTips	#

Additional Information

{button ,JI(`',`MTSChoose')} Choose the Support Option That's Right for You

{button ,JI(`',`MTSSelf')} Self-Help Tools: Microsoft Technical Support Online

{button ,JI(``,`DirectAssistance')}} Direct Assistance with a Microsoft Technical Support Engineer

{button ,JI(``,`AdditionalAssistance')}} Additional Assistance from Microsoft Support Partners

{button ,JI(``,`MTSOther')}} Other Microsoft Services

{button ,JI(``,`MTSWorld')}} Microsoft Technical Support Worldwide

Direct Assistance with a Microsoft Technical Support Engineer

Pay-Per-Incident Support

If you still need answers to your technical questions, you can purchase Pay-Per-Incident Support.

In the U.S. and Canada, for a cost of \$195US per incident, call (800) 936-5800, 24 hours a day, seven days a week, including holidays. You can also submit your support questions over the Internet by using Web Response. For more information, visit Microsoft Technical Support Online at <http://www.microsoft.com/support/>.

Note Support fees for the (800)# calls will be billed to your VISA, MasterCard, or American Express credit card.

Priority Annual Comprehensive Support

If you anticipate a higher volume of support incidents, or need priority access to Microsoft Technical Support engineers, you can purchase a Priority Annual Comprehensive Account as follows:

For more information or to purchase an annual account at a cost of \$1,695US per 10 incidents, in the U.S. and Canada, call (800) 936-3500, 24 hours a day, seven days a week, including holidays.

To submit an incident against an existing account, in the U.S. and Canada, call (800) 936-4900, 24 hours a day, seven days a week, including holidays. You can also submit your support question over the Internet by using Web Response. For more information, visit Microsoft Technical Support Online at <http://www.microsoft.com/support/>.

Priority Plus

Microsoft Technical Support also offers special accounts for medium-sized businesses that require priority incident resolution, including business-critical support and access to targeted information to assist IT and Help desk professionals in support planning for smoother product deployment. For more information, in the U.S. and Canada, call (800) 936-3500, 24 hours a day, seven days a week, including holidays.

Premier Support

Premier Support offers the highest level of mission-critical support for large enterprise customers who require a direct, proactive service and support relationship with Microsoft. As a Premier customer, you receive proactive, personalized support services and fast, expert resolution of specific technical issues for all Microsoft products, anytime, day or night. Premier Support is designed to help you successfully develop, deploy, and manage critical business systems built around high-quality Microsoft solutions. This highest level of mission-critical support, combined with a close relationship with your own designated technical team, will help large enterprise businesses streamline the entire support cycle. For more information or to purchase Premier Support, call (800) 936-3200, Monday through Friday, excluding holidays, 5:00 A.M. to 5:00 P.M. Pacific time.

Consult Line

Take advantage of our Consult Line to receive hourly consulting for support questions that fall outside of the traditional technical support realm. These include designing or planning for deployment, software development, code review, and implementation planning. The Consult Line covers all Microsoft products, including those used for developing Internet and intranet solutions. For more information or to purchase hourly consulting services at \$195US per hour (minimum one hour), call (800) 936-5200, Monday through Friday, excluding holidays, 6:00 A.M. to 6:00 P.M. Pacific time.

Additional Information

{button ,JI(``,`MTSChoose'')} Choose the Support Option That's Right for You

{button ,JI(``,`MTSSelf'')} Self-Help Tools: Microsoft Technical Support Online

{button ,JI(``,`MTSSelfOther'')} Other Self-Help Tools

{button ,JI(``,`MTSOther'')} Other Microsoft Services

{button ,JI(``,`MTSWorld'')} Microsoft Technical Support Worldwide

Additional Assistance from Microsoft Support Partners

As Microsoft products are integrated into multivendor environments, our customers' technical support needs extend beyond Microsoft products to include hardware, networking, and software products from other vendors. For these and other specialized support requirements, Microsoft offers a variety of programs that provide comprehensive worldwide service and support. In fact, you may already have an established relationship with an experienced Microsoft support provider. If not, consider these resources.

Authorized Support Centers

Microsoft has teamed up with a select group of industry-leading support providers called Microsoft Authorized Support Centers (ASCs). These independent companies meet Microsoft's strict quality standards for support. They also have extensive Microsoft product knowledge, as well as expertise in supporting hardware, software, and networking products from other vendors. ASCs offer a wide range of services, from setting up a help desk to delivering mission-critical support for all phases of planning, implementing, and maintaining a client/server system. ASCs serve as virtual extension of the Microsoft Technical Support organization. They can bring to your company an entire new set of unique and invaluable capabilities to ensure a cohesive, high-performance business solution. For more information, contact your Microsoft account representative, or visit <http://www.microsoft.com/servad/asc/>.

Microsoft Solution Providers

Microsoft creates the technology, while Microsoft Solution Providers (MSPs) develop the solutions for customers worldwide. From small organizations to companies of 1,000 or more employees, MSPs use Microsoft products as the building blocks to offer such value-added services as integration, consulting, software customization, application development, and technical training and support. MSPs have Microsoft Certified Professionals on staff who often specialize in an industry or a specific solution and can offer expert, comprehensive support. And in most cases, they can bring their expertise on site, offering you all the benefits of a local support presence. For more information or for a referral, call (800) 765-7768, Monday through Friday, excluding holidays, 6:30 A.M. to 5:30 P.M. Pacific time. Or visit <http://www.microsoft.com/msp/>.

Additional Information

{button ,JI(`',`MTSChoose')}} Choose the Support Option That's Right for You

{button ,JI(`',`MTSSelf')}} Self-Help Tools: Microsoft Technical Support Online

{button ,JI(`',`DirectAssistance')}} Direct Assistance with a Microsoft Technical Support Engineer

{button ,JI(`',`MTSOther')}} Other Microsoft Services

{button ,JI(`',`MTSWorld')}} Microsoft Technical Support Worldwide

Other Microsoft Services

Text telephone

Microsoft text telephone (TTD/TTY) services are available for the deaf or hard-of-hearing. In the U.S., using a TTD/TTY modem, dial (425) 635-4948, 6:00 A.M. to 6:00 P.M. Pacific time, Monday through Friday, excluding holidays. In Canada, using a TTD/TTY modem, dial (905) 568-9641, 8:00 A.M. to 8:00 P.M. Eastern time, Monday through Friday, excluding holidays.

Microsoft Customer Service

For customer service issues on Microsoft products, upgrades, and services, contact the Microsoft Sales Information Center. In the U.S., call (800) 426-9400. In Canada, call (800) 563-9048.

Note Technical support is not available at these numbers.

Additional Information

{button ,JI(`,`MTSChoose') } Choose the Support Option That's Right for You

{button ,JI(`,`MTSSelf') } Self-Help Tools: Microsoft Technical Support Online

{button ,JI(`,`MTSSelfOther') } Other Self-Help Tools

{button ,JI(`,`DirectAssistance') } Direct Assistance with a Microsoft Technical Support Engineer

{button ,JI(`,`AdditionalAssistance') } Additional Assistance from Microsoft Support Partners

{button ,JI(`,`MTSWorld') } Microsoft Technical Support Worldwide

Microsoft Technical Support Worldwide

If you are outside the U.S. and have a question about a Microsoft product, first:

-  Review the information in this Help file or product manual.
-  Review the Readme files provided with your product disks. These files provide general information that became available shortly before the product was released.
-  Visit Microsoft Technical Support Online at <http://www.microsoft.com/support/>.

If you cannot find a solution, you can receive information about obtaining product support by contacting the Microsoft subsidiary office in your area.

Contacting a Microsoft Subsidiary Office

When you call your local Microsoft subsidiary, you should be at your computer and have the appropriate product documentation at hand. Be prepared to provide the following information:

-  The version of the Microsoft product you use.
-  The type of hardware you use, including network hardware, if applicable.
-  The operating system you use.
-  The exact wording of any messages that appeared on your screen.
-  A description of what happened and what you were doing when the problem occurred.
-  A description of how you tried to solve the problem.

Microsoft subsidiary offices and the countries they serve are listed below.

Important Phone numbers for Microsoft subsidiaries are subject to change. For the most recent phone number listing, see the Microsoft Technical Support phone number listings at <http://www.microsoft.com/support/>. If there is no Microsoft subsidiary office in your country, contact the establishment from which you obtained your Microsoft product.

Microsoft Worldwide Subsidiaries



Argentina

Microsoft de Argentina S.A.
Customer Service: (54) (1) 819-1900
Fax: (54) (1) 819-1921

Technical Support:

(Consumer, POS, and DAD): (54) (1) 314-0560
(BSD and DD, only for installation): (54) (1) 819-1900



Australia

Microsoft Pty. Ltd.
Fax: (61) (02)9805 1108
Sales Information Centre: (61) (02) 9870-2100
Internet://www.microsoft.com.au/

Technical Support: (61) (02) 9870-2131



Austria

Microsoft Ges.m.b.H.
Phone: (+43) 1 610 64 -0
Fax: (+43) 1 610 64 -200
Information: 0660-6520
Prices, updates, etc.: 0660-6520
CompuServe: GO MSEURO (Microsoft Central Europe)

Standard Support: Installation and Handling

Windows 95: 0660-6510

Microsoft Excel for Windows: 0660-6511

Microsoft Access: 0660-6761

TechNet, Developer Network, Bookshelf: 0660-6506

General information about Support Network in Central Europe:

FAX: 0049/2622/167006

 **Belgium**

Microsoft NV

Phone: +32-2-730 39 11

Fax: +32-2-726 96 09

Microsoft Information Center: +32-2-481 52 52

CompuServe: 02-2150530 (GO MSBEN)

Bulletin Board: +32-2-726 85 45 (14400/1200/2400/9600 bd, 8N1, ANSI)

Technical Support:

+32-2-513 32 74 (Dutch speaking)

+32-2-502 34 32 (English speaking)

+32-2-513 22 68 (French speaking)

 **Bolivia**

See Argentina

 **Brazil**

Microsoft Informatica Ltda.

Phone: (55) (11) 5514 -7100

Fax: (55) (11) 5514 - 7106/5514-7107

Technical Support:

Phone: (55) (11) 5506-8087

Fax: (55) (11) 5506-8506

Technical Support Bulletin Board Service: (55) (11) 5506-1234

Customer Support: (55) (11) 822-5764

 **Canada**

Microsoft Canada Inc.

Head Office Phone: 1 (905) 568-0434

Customer Support Centre: 1 (800) 563-9048

Technical Support:

Desktop Systems including Microsoft Windows 95: 1 (905) 568-4494

Microsoft Office and Office Components: 1 (905) 568-2294

Other Standard Technical Support: 1 (905) 568-3503

Priority Support Information: 1 (800) 668-7975

Text Telephone (TT/TDD) 1 (905) 568-9641

Technical Support Bulletin Board Service: 1 (905) 507-3022

 **Caribbean**

Microsoft Caribbean, Inc.

Phone: (809) 273-3600

Fax: (809) 273-3636

Technical Support: (214) 714-9100

 **Central America**

See Latin America

 **Chile**

Microsoft Chile S.A.

Phone: 56-2-330-6000

Fax: 56-2-330-6190

Customer Service: 56-2-800-213121

Personal Operating System and Applications:

Phone: 56-2-330-6222

Fax: 56-2-341-1439

 **China**

Microsoft (China) Co. Ltd
4/F Kai Yuen Commercial Building
No.28 Zhichunli, Hai Dian District
Beijing 100086, PRC
Phone: 011-86-10-6261-7711
Fax: 011-86-10-6253-6630



Colombia

Microsoft Colombia
Phone: (571) 618 2245
Fax: (571) 618 2269

Technical Support: (571) 618 2255



Czech Republic

Microsoft s.r.o.
Phone (+42) (2) 611 97 111
Fax: (+42) (2) 611 97 100

Technical Support:

(+42) (2) 2150 3222 or 53 52 56 (Windows 95 only)



Denmark

Microsoft Denmark
Phone: (45) 44 89 01 00
Fax: (45) 44 68 55 10

Technical Support:

Phone: (45) 44 89 01 11

Microsoft Sales Support: (45) 44 89 01 90

Microsoft FastTips: (45) 44 89 01 44

(Document 303030 in FastTips contains detailed instructions)

Microsoft MSDL (BBS): (45) 44 66 90 46



Dominican Republic

See Central America



Dubai

Microsoft Middle East
Phone: (971) 4 513 888
Fax: (971) 4 527 444

Technical Support:

Personal Operating Systems & Desktop Applications ONLY:

Phone: (971) (4) 524 488

Fax: (971)- 4 - 524 495

email: mts@emirates.net.ae

Priority Support Information: (971) (4) 555 752

Customer Service Center:

(Version upgrade / TechNet and MSDN subscription)

Phone: (971) (4) 655 082

Fax: (971) (4) 655 097



Ecuador

Corporation Microsoft del Ecuador S.A.
Phone: (593) 2 460-447, (593) (2) 460-451
Customer Service: (593) (2) 460-453, (593) (2) 460-458

Technical Support: (593) (2) 463-094



Egypt

Microsoft Egypt
Phone: +202-418-6101
Fax: +202-4174766

Technical Support:

Personal Operating Systems and Desktop Applications ONLY:

Phone: (202) 261 3991 / 6

Fax: (971) 403 2718



England

See United Kingdom



Finland

Microsoft OY

Phone: +358-(0)9-525 501

Fax: +358-(0)9-878 8770

Technical Support:

Phone: +358-(0)9-525 502 500

Sales Support: +358-(0)9-525 5026

Microsoft MSDL: +358-(0)9-878 77 99 (Information in Swedish and English)

Microsoft FastTips: +358-(0)9-525 502 550 (Information in Swedish and English)



France

Microsoft France

Phone: (33) (1) 69-86-46-46

Fax: (33) (1) 64-46-06-60

Telex: MSPARIS 604322

Technical Support Phone: (33) (1) 59-85-96-33 (Province)/33 3 49 49 49 57(2)

Technical Support Fax: (33) (1) 69-28-00-28

Fax Information Service: (33) (1) 36-70-13-13



French Polynesia

See France



Germany

Microsoft GmbH

Phone: 089/3176-0

Fax: 089/3176-1000

Telex: (17) 89/83 28 MS GMBH D

Information: 089/3176 1199

Prices, updates, etc.: 089/3176 1199

CompuServe: GO MSEURO (Microsoft Central Europe)

Bulletin board, device drivers, tech notes:

Btx: *microsoft# or *610808000#

Standard Support: Installation and Handling: 01805/67 22 55

General information about Microsoft support in Central Europe:

Fax: 02622/167006



Greece

Microsoft Hellas, S.A.

Phone: (30)(1) 6806-775 through (30)(1) 6806-779

Fax: (30)(1) 6806-780

Microsoft Hellas Technical Support

Phone: (30) (1) 9247-030

Fax: (30) (1) 9215-363



Hong Kong

Microsoft Hong Kong Limited

Fax: (852)2560-2217

Product support Faxback Service: (852)2535-9293

Microsoft Club Hotline: (852)28044277

Technical Support: (852) 2804-4222



Hungary

Microsoft Hungary

Phone: +36 (1) 327-2800

Fax: +36 (1) 327-2899

Technical Support: +36 (1) 267-4636 (2MSINFO)



Iceland

See Denmark



Ireland

See United Kingdom



India

Microsoft India

Phone: (011) (91) (80) 5092678, (011) (91) (11) 646 0767, 646 0813

Fax: (011) (91) (80) 509-2601, (011) (91) (11) 647- 4714



Indonesia (SP)

Microsoft Indonesia - Jakarta

Technical Support

Phone: 62 21 5721060

Fax: 62 21 5732077



Israel

Microsoft Israel Ltd.

Phone: 972-3-613-0833

Fax: 972-3-613-0834



Italy

Microsoft SpA

Phone: (39) (2) 7039-21

Fax: (39) (2) 7039-2020

Microsoft Rome Office: (39) (6) 5095-01 - Fax: (39) (6) 5095-0600

Microsoft by Fax (Fax-on-demand service):

(39) (2) 70-398-888

Customer Service (New product info, product literature):

(39) (2) 70-398-398

Dealer Support (Customer Service for resellers only):

(39) (2) 70-398-388

Technical Support: (39) (2) 70-398-398

Microsoft Consulting Service: (39) (2) 7039-21



Japan

Microsoft Company Ltd.

Technical Support (Standard Support): (81) (424) 41-8700

(Technical Support options/ Support Contract)

Phone: 0120-37-0196 (toll free domestic only)

Channel Marketing Information Center:

(Presales Product Support)

Tokyo Phone: (81) (3) 5454-2300

Osaka Phone: (81) (6) 245-6995

Customer Service Phone :

(Version upgrade/Registration)

Phone: (81) (48) 226-5500

Fax: (81) (48) 226-5511



Korea

Microsoft CH

Phone: (82) (2) 531-4500

Fax: (82) (2) 531-1724

Customer Service: 080-022-7337 (toll free domestic only)

Technical Support

Office Technical Support: (82) (2) 508-0040

Windows Technical Support: (82) (2) 563-0054
Developer Technical Support: (82) (2) 566-0071
Microsoft FastTips: (82) (2) 3453-7555
Support Sales: (82) (2) 531-4544



Latin America

Microsoft
Latin American Headquarters (U.S.A.)
Phone: (305) 489-4800
Fax: (305) 491-1616
Customer Service: (425) 936-8661
Technical Support: (214) 714-9100



Liechtenstein

See Switzerland (German speaking)



Luxembourg

Microsoft NV
Phone: +32-2-730 39 11
Microsoft Information Center: +32-2-481 52 52
CompuServe: +32-2-215 05 30 (GO MSBEN)
Bulletin Board: +32-2-726 85 45
(1200/2400/9600/14400 bd, 8N1, ANSI)

Technical Support:

+32-2-513 32 74 (Dutch speaking)
+32-2-502 34 32 (English speaking)
+32-2-513 22 68 (French speaking)



Malaysia (SP)

Microsoft (Malaysia) Sdn Bhd:
Phone: (60-3) 793-9595
Fax: (60-3) 791-6080



México

Microsoft México, S.A. de C.V.

Technical Support:

(Applications and Operating Systems)
(52)(5) 325-0912

Customer Service: (52)(5) 325-0911

Fast Tips: (52)(5) 237-4894

(24 hours x 365 days service)

Bulletin Board Service:

(52)(5) 628-6200

(2400s/14400k baud, 8 bits, No parity, 1 stop bit, ANSI
terminal emulation)

(52)(5) 628-6202

(14400k baud, 8 bits, No parity, 1 stop bit, ANSI terminal emulation)

User: MSMEXICO, NO Password



Morocco

Microsoft Afrique Du Nord
Phone: (212) 2 47 10 72
Fax: (212) 2 47 10 86



Netherlands

Microsoft BV
Phone: 023-5689189
Customer Service: 023-5677700
CompuServe: 020-6880085 (GO MSBEN)
Bulletin Board: 023-5634221
(1200/2400/9600/14400bd, 8N1, ANSI)

Technical Support:

023-5677877 (Dutch speaking)
023-5677853 (English speaking)

**New Zealand**

Microsoft New Zealand Ltd
Phone: 64 (9) 357-5800
Fax: 64 (9) 358-3726

Technical Support:

Phone: 64 (9) 357-5575
Fax: 64 (9) 307-0516 and 357-5577

**Northern Ireland**

See United Kingdom

**Norway**

Microsoft Norway AS
Phone: +(47) 22 02 25 00
Fax: +(47) 22 95 06 64

Technical Support: +(47) 22 02 25 50

Microsoft Sales Support: +(47)

Microsoft MSDL: +(47) 22 18 22 09

Microsoft FastTips: +(47) 22 02 25 70

(Document 404040 in FastTips contains detailed instructions)

**Papua New Guinea**

See Australia

**Paraguay**

See Argentina

**Peru**

See Latin America

**Philippines (SP)**

Microsoft Philippines
Phone: 632 811 0062

Technical Support:

Phone : 632 892 2295/2495
Fax: 632 813 2493

**Poland**

Microsoft Sp. z o.o.
Phone: (+48) (22) 661-5433
Fax: (+48) (22) 6615434
Information Service: (+48) (22) 6286924

Technical Support:

(+48) (22) 6216793 or (+48) (71) 441357

**Portugal**

Microsoft Portugal MSFT, Lda.
Phone: (351) 1 4409200
Fax: (351) 1 4412101

Technical Support:

Standard Support (All Clusters):
(351) 1 4409280/1/2/3
Fax : (351) 1 4411655

**Republic of Ireland**

See United Kingdom

**Russia**

Microsoft A/O
Fax: (+7) (502) 224 50 45



Scotland

See United Kingdom



Saudi Arabia

Microsoft Saudi Arabia

Phone: +966-1-488-1165

Fax: +966-1-488-1576

Technical Support (Personal Operating System and Desktop Applications only):

Phone: 800 124 0500

(toll free within Saudi Arabia)

Fax: 966-1-4740576



Singapore

Microsoft Singapore Pte Ltd

Phone: (65) 337-6088

Fax: (65) 337-6788

Customer Services:

Phone: (65) 433-5488

Fax: (65) 339-9958

Product Support Services:

Phone: (65) 337-9946

Fax: (65) 337-6700



Slovenia/Slovenija

Microsoft d.o.o. (see Germany also)

Phone: +386 61 1881 133

Fax: +386 61 1881 137

Technical Support:

+386 61 123 23 54 or +386 64 331 020



Slovak Republic

Microsoft Slovakia s.r.o.

Phone (+42) (7) 37 63 02

Fax: (+42) (7) 37 66 71

Technical Support: (+42) (7) 31 20 83



South Africa

Microsoft South Africa

Phone: (27) 11 445 0000

Fax: (27) 11 445 0046

Technical Support:

(Toll Free): 0 802 11 11 04

(Toll): (27) 11 445 0000

Fax: (+27) 11 445-0343



South East Africa and Indian Ocean Islands

See South Africa



Spain

Microsoft Iberica SRL

Phone: (34) 1-807-9999

Fax: (34) 1-803-8310

Technical Support: (34) 1-807-9960

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Wales

See United Kingdom

Additional Information

{button ,JI(`',`MTSChoose')}` Choose the Support Option That's Right for You

{button ,JI(`',`MTSSelf')}` Self-Help Tools: Microsoft Technical Support Online

{button ,JI(`',`MTSSelfOther')}` Other Self-Help Tools

{button ,JI(`',`DirectAssistance')}` Direct Assistance with a Microsoft Technical Support Engineer

{button ,JI(`',`AdditionalAssistance')}` Additional Assistance from Microsoft Support Partners

{button ,JI(`',`MTSOther')}` Other Microsoft Services

New Raw Object

Creates a new raw object.

Warning Contact Microsoft Technical Support before modifying information in raw mode.

General (Raw Object)

Displays General properties for a raw object.

Warning Contact [Microsoft Technical Support](#) before modifying information in raw mode.

Editor/Viewer

Lets you enter, change, or view values for the selected schema attribute. Some attributes cannot be edited.

Warning Contact Microsoft Technical Support before modifying information in raw mode.

General (Raw Schema)

Displays General properties for the raw directory schema.

Warning Contact Microsoft Technical Support before modifying information in raw mode.

Permissions (Raw Schema)

Displays Permissions information for the raw [directory schema](#).

Warning Contact [Microsoft Technical Support](#) before modifying information in [raw mode](#).

General (Mailbox)

Overview

Use the **General** property page to record basic information, such as name and location, for the mailbox user.

Note Microsoft Exchange Server supports only the original 128 ASCII characters.

First Name

Initials

Last Name

Display Name

Alias Name

Address Information

Company Information

Primary Windows NT Account

First Name

Type the mailbox user's first name (up to 64 characters).

Initials

Type the mailbox user's middle initials (up to 6 characters).

Last Name

Type the mailbox user's last name (up to 64 characters).

Alias Name

Type an alias (up to 64 characters) that can be used for this mailbox user. The alias name is another identifier for this mailbox.

Display Name

Type the name (up to 256 characters) as you want it to appear in the Administrator window and in the Address Book.

Address Information

Specify the following optional address information.

In the	Type
Address box	User's street address.
City box	User's city.
State box	User's state.
Zip code box	User's zip code.
Country box	User's country.

Company Information

Specify the following optional company information.

In the	Type
Title box	User's title.
Company box	User's company name.
Department box	User's department name.
Office box	User's office number.
Assistant box	Phone number of the user's assistant.
Phone box	User's phone number.

Address Book Comment

Type any information (up to 256 characters) about this mailbox that you want to appear in the Address Book.

Primary Windows NT Account

Select the Windows NT account that will have mailbox owner permissions on this mailbox. The user logged on with the primary Windows NT account can use this mailbox to send and receive messages. You can associate more than one Windows NT account with a particular mailbox and assign permissions to additional accounts using the [Permissions property page](#).

Organization (Mailbox)

 [Overview](#)

Use the **Organization** property page to enter optional information in the Address Book about the mailbox owner's manager and direct reports (if any).

 [Manager](#)

 [Direct Reports](#)

Manager

Specify the mailbox owner's manager.

Modify Button

Choose **Modify** to open the Address Book where you can select the name of the mailbox owner's manager.

Clear Button

Choose **Clear** to clear the **Manager** box.

Direct Reports

Choose **Modify** to open the Address Book where you can select one or more recipients who report to the mailbox owner.

Permissions (Mailbox)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this mailbox. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this mailbox. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

This right	Gives the associated account rights to
Modify User Attributes	Modify user-level attributes associated with this mailbox.
Modify Admin Attributes	Modify administrator-level attributes associated with an object. For example, a user with this permission can modify the job title and display name fields in a mailbox.
Send As	Send messages as this mailbox. This is different from Send On Behalf Of permission because the person receiving the message cannot tell that the message has been sent by someone else. You delegate Send On Behalf Of permission using the Delivery Options property page .
Mailbox Owner	Log on to this mailbox and use it to send and receive messages.
Modify Permissions	Change permissions for this mailbox.

Phone/Notes (Mailbox)

 [Overview](#)

Use the **Phone/Notes** property page to enter detailed phone number information for a mailbox and to enter an optional note.

 [Phone Numbers](#)

 [Notes](#)

Phone Numbers

Specify the following optional telephone numbers.

<u>In the</u>	<u>Type</u>
Business box	User's alternate office phone number.
Business2 box	User's second alternate office phone number.
Fax box	User's fax number.
Assistant box	Phone number of the user's assistant.
Home box	User's home phone number.
Home2 box	User's second home phone number.
Mobile box	User's mobile phone number.
Pager box	User's pager number.

Notes

Type any additional information about this user.

Protocols (Mailbox)

Overview

Specifies which protocols a mailbox can use to connect to Microsoft Exchange Server. You can also specify message formats and character sets for Internet Message Access Protocol, Version 4rev1 (IMAP4), Network News Transfer Protocol (NNTP), and Post Office Protocol version 3 (POP3).

Note Users who don't have a Microsoft Exchange Server mailbox can connect to Microsoft Exchange Server as custom recipients.

Select a protocol and choose Settings.

Settings

Opens the **Settings** dialog box. You can choose to enable or disable the protocol.

In addition, for Internet Message Access Protocol, Version 4rev1 (IMAP4), Network News Transfer Protocol (NNTP), and Post Office Protocol version 3 (POP3), you can choose to accept the site defaults or specify message formats and default character sets for Internet message conversions.

For example, when IMAP4 is enabled for a mailbox or custom recipient, you can either use the default settings for message format or you can specify how text and attachments are encoded and the default character set used.

Note If you disable NNTP, Hypertext Transfer Protocol (HTTP), POP3, and IMAP4 on the server, support for these protocols is also disabled for individual mailboxes or custom recipients.

Message Formats

Messages sent by Microsoft Exchange Server users are converted to an Internet format when the message is retrieved by a Post Office Protocol version 3 (POP3) or Internet Message Access Protocol, Version 4rev1 (IMAP4) client. The format that messages are converted to is determined by the settings in the sender's mailbox or custom recipient **Protocol** property page for POP3 and IMAP4.

Note Messages sent by an Internet user are not converted and are retrieved by the POP3 and IMAP4 client in the message's original format.

Character Sets

When retrieving non-MIME messages that originate from Microsoft Exchange Server, the character set specified in the **Default character set** box is used. However, if the code page being used maps to several different character sets, Microsoft Exchange Server uses the specified character set if it is appropriate for the code page.

For example, suppose a MAPI message is received that uses Japanese code page 932, and that code page can be mapped to one of several character sets including JIS, Shift-JIS, and EUC. If the **Default character set** option is set to Shift-JIS, that character set is used. However, if the **Default character set** option is set to US-ASCII, Microsoft Exchange Server uses the default character set for that code page, which is JIS.

MIME messages that originate from the Internet use the character set specified in the message. Non-MIME messages use the character set specified by the Internet Mail Service when the message was received.

Distribution Lists (Mailbox)

Overview

Use the **Distribution List** property page to specify the distribution lists to which this mailbox user belongs. When mailbox users are members of a distribution list, they receive all messages addressed to that distribution list.

Distribution List Membership

Modify Button

Distribution List Membership

A list of all the distribution lists to which this recipient belongs.

Modify Button

Opens a dialog box that displays a list of existing distribution lists. Select the distribution lists to which you want to add this recipient.

Delivery Restrictions (Mailbox)

 [Overview](#)

Use the **Delivery Restrictions** property page to specify addresses from which this mailbox will or will not accept messages. All rejected messages are returned to the originator.

 [Accept Messages From](#)

 [Reject Messages From](#)

 [Modify Button](#)

Delivery Options (Mailbox)

 [Overview](#)

Use the **Delivery Options** property page to set up the following delivery options:

 [Give Send On Behalf Of Permission To](#)

 [Alternate Recipient](#)

Give Send On Behalf Of Permission To

Choose **Modify** to change the list of users who can send mail on behalf of this mailbox user. When mail is sent using this option, the message indicates that it was sent on behalf of another mailbox user.

Note Send On Behalf Of permission differs from Send As permission, which does not indicate the actual sender. Use the [Permissions property page](#) to give Send As permission.

Alternate Recipient

Sets an alternate recipient for the mailbox user who will receive all incoming mail for this mailbox and indicates if the mailbox owner will receive messages.

None

Choose **None** to have no alternate recipient for the mailbox user.

Modify

Choose **Modify** to select an alternate recipient.

Deliver Messages to Both Recipient and Alternate Recipient

Once an alternate recipient is chosen, you can select this check box to deliver messages to both the alternate recipient and to the mailbox owner.

Security (Mailbox)

 [Overview](#)

Use the **Security** property page to enable or disable advanced security for this mailbox, to recover a user's security key, or to view the current advanced security status.

 [Valid From/To](#)

 [Current Status](#)

 [Enable Enhanced Security Button](#)

 [Recover Security Key Button](#)

 [Revoke Advanced Security Button](#)

 [Forget Remembered Password Button](#)

Valid From/To

Displays the dates for which this user's security certificate is valid. The default time period is one year. Once the certificate expires, a new certificate is automatically generated.

Current Status

Displays this user's current security status. The following table describes the different security states.

<u>This state</u>	<u>Occurs when</u>
Undefined	Security has never been enabled for this user.
New	Security has been enabled for the first time, but the one-time token has not yet been received from the client.
Active	Security has been enabled, and the one-time token has been received from the client.
Disabled	Security has been disabled.
Key recovery in progress	Security keys are in the process of being recovered, or a previously disabled user is in the process of being re-enabled.

Enable Enhanced Security Button

Creates a special temporary security token that you must give to users so that they can use all advanced security features. Once users have this token, they must use it to configure advanced security using the client.

You can use any secure method to transmit this temporary token to the user (such as phone or mail).

Recover Security Key Button

Recovers a user's security keys. You can recover security keys if users forget their passwords or if you previously disabled users and now want to re-enable them. When the keys are recovered, Microsoft Exchange Server creates a special temporary security token that you must give to the user. Once users have this token, they must use it to configure advanced security using the client.

You can use any secure method to transmit this temporary token to the user (such as phone or mail).

Revoke Advanced Security Button

Disables a user's ability to sign or encrypt messages.

Forget Remembered Password Button

When you first open the **Security** property page, you are prompted to provide the administrative password that you created during advanced security Setup. You are also given the option to "remember" the password for up to five minutes. This allows you to continue to configure security options for this user and other users without having to re-enter the administrative password each time. If you choose to remember the administrative password, you can choose **Forget Remembered Password** to forget the password. This is recommended if you finish working with advanced security before the five minutes have expired.

Custom Attributes (Mailbox)

Overview

The **Custom Attributes** property page contains 10 unique fields that you can use to track any information about the recipients in your site. You define custom attribute fields using the DS Site Configuration object Custom Attributes property page. The fields you define on the DS Site Configuration object **Custom Attributes** property page appear on the **Custom Attributes** property page for all recipients in your site. For example, suppose your company uses an employee ID numbering system. You can create a custom attribute field called Employee ID# on the DS Site Configuration object **Custom Attributes** property page. The Employee ID# field then appears on the **Custom Attributes** property page of every recipient.

Advanced (Mailbox)

Overview

Use the **Advanced** property page to provide a simple display name, set trust levels for directory replication and directory synchronization, specify Microsoft Internet Locator Service (ILS) server and account names, and determine if the mailbox appears in the Address Book.

Simple Display Name

Directory Name

Trust Level

On-line Listings Information

Home Server

Hide From Address Book

Downgrade High Priority X.400 Mail

Container Name

Administrative Note

Simple Display Name

Type the display name that will be used by systems that cannot interpret all the characters in the normal display name.

Directory Name

Displays the name that is used for routing purposes.

Hide From Address Book

Select this option if you do not want this mailbox to appear in the Address Book.

Trust Level

Determines whether information about this mailbox user is replicated to other mail systems during directory synchronization. If the mailbox user's trust level exceeds the trust level that you set for the container, information about the mailbox user will not be replicated during directory synchronization.

Downgrade High Priority X.400 Mail

Select to disable this mailbox from sending high priority mail to an X.400 mail system. Instead, high priority messages will be downgraded and sent as normal priority. Clear to enable this mailbox to send high priority mail to an X.400 mail system (this is the default).

Container Name

The name of the container in which the mailbox is stored.

On-line Listings Information

You can specify Microsoft Internet Locator Service (ILS) server and account names, to enable other users to locate the mailbox owner and set up online meetings. If your organization uses Microsoft NetMeeting, you can specify ILS information for individual mailboxes. This enables other NetMeeting users to locate the mailbox owner and set up an online meeting.

ILS Server

Type the name of the ILS server.

ILS Account

Type the name of the ILS account.

Home Server

Select the Microsoft Exchange Server computer that this mailbox will reside on. The mailbox is stored in the selected server's private information store.

Note You can specify the home server when you first create a mailbox. This is the server that users must log on to in order to use their mailbox. Once the mailbox is created, you can move it to a different server by choosing the Move Mailbox command from the **Tools** menu.

Limits (Mailbox)

 [Overview](#)

Use the **Limits** property page to set the number of days deleted messages are retained, the size limits for outgoing and incoming messages, and the storage limits for the mailbox.

 [Deleted Item Retention Time](#)

 [Message Sizes](#)

 [Information Store Storage Limits](#)

Deleted Item Retention Time

Sets the number of days that deleted items are retained for this mailbox.

Use Information Store Defaults

If selected, the item retention settings in the private information store **General property page** are used. If cleared, the deleted item retention period for the mailbox overrides the private information store setting.

Use this Value (Days)

Type the number of days deleted messages are retained in the information store before they are permanently deleted.

Message Sizes

Sets the size limits for outgoing and incoming messages.

Outgoing

Indicate the size of a message that can be sent from this mailbox. Select **No Limit** to allow messages of any size to be sent from this mailbox, or select **Max (K)**, and type a value representing the largest message this mailbox can send.

Incoming

Indicate the size of a message that can be received in this mailbox. Select **No Limit** to allow messages of any size to be received in this mailbox, or select **Max (K)**, and type a value representing the largest message this mailbox can receive.

Information Store Storage Limits

Sets the information store storage limits for this mailbox.

Use information store defaults

If selected, the default limit settings in the private information store **General property page** are used. If cleared, the mailbox storage limit overrides the private information store storage limit.

Issue Warning (K)

Select and type a value (in kilobytes) to specify the maximum amount of space the mailbox can occupy before a warning message is sent.

Prohibit send (K)

Select and type a value (in kilobytes) to specify the maximum amount of space that a mailbox can occupy before the system prevents the owner of the mailbox from sending more messages.

Note This option is not used when messages are sent by Post Office Protocol version 3 (POP3) or Internet Message Access Protocol, Version 4rev1 (IMAP4) clients because these protocols do not support this functionality.

Prohibit Send and Receive (K)

Select and type a value (in kilobytes) to specify the maximum amount of space a mailbox can occupy before the system prevents the owner of the mailbox from sending or receiving more messages. The value you specify should be greater than the value you set for the **Prohibit send (K)** option. For example, you should do this if users will be out of the office for extended periods of time.

General (Mailbox Agent)

 Overview

Use the mailbox agent **General** property page to specify the name and location of the mailbox agent and to add administrative notes.

 Display Name

 Alias Name

 Computer Name

 Notes

Alias Name

Type an alias (up to 64 characters) for this mailbox agent as you want it to appear in the Address Book. An alias is another identifier for this mailbox agent.

Computer Name

Name of the computer on which Microsoft Exchange Server is installed.

Notes

Type any information (up to 1024 characters).

Permissions (Mailbox Agent)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this mailbox agent. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this mailbox agent. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify user-level attributes associated with this mailbox agent.
Modify Admin Attributes	Modify administrator-level attributes associated with this mailbox agent.
Send As	Send messages as this mailbox agent.
Modify Permissions	Change permissions on this mailbox agent.

Distribution Lists (Mailbox Agent)

Overview

Use the **Distribution List** property page to specify the distribution lists that the mailbox agent belongs to. When mailbox agents are members of a distribution list, they receive all messages addressed to that distribution list.

Distribution List Membership

Modify Button

Delivery Restrictions (Mailbox Agent)

 [Overview](#)

Use the **Delivery Restrictions** property page to specify addresses from which the mailbox agent will or will not accept messages. All rejected messages are returned to the originator.

 [Accept Messages From](#)

 [Reject Messages From](#)

 [Modify Button](#)

Delivery Options (Mailbox Agent)

 [Overview](#)

Use the **Delivery Options** property page to specify the Send On Behalf Of permission or alternate recipients.

 [Give Send On Behalf Of Permission To](#)

 [Alternate Recipient](#)

Give Send On Behalf Of Permission To

Choose **Modify** to change the list of users who can send mail on behalf of this mailbox agent. When mail is sent using this option, the messages indicate that it was sent on behalf of another mailbox user.

Note Send On Behalf Of permission differs from Send As permission, which does not indicate the actual sender. Use the [Permissions property page](#) to grant Send As permission.

Alternate Recipient

Sets an alternate recipient for the mailbox agent that will receive all incoming mail for this mailbox and indicates whether the mailbox owner will receive messages.

None

Choose **None** to have no alternate recipient for the mailbox agent.

Modify

Choose **Modify** to select an alternate recipient.

Deliver Messages to Both Recipient and Alternate Recipient

Once an alternate recipient is chosen, you can select this check box to deliver messages to the alternate recipient and to the mailbox agent owner.

Security (Mailbox Agent)

 [Overview](#)

Use the **Security** property page to enable or disable advanced security for this mailbox agent, to recover a security key, or to view the current advanced security status.

 [Valid From/To](#)

 [Current Status](#)

 [Enable Enhanced Security Button](#)

 [Recover Security Key Button](#)

 [Revoke Advanced Security Button](#)

 [Forget Remembered Password Button](#)

Custom Attributes (Mailbox Agent)

Overview

The **Custom Attributes** property page contains 10 unique fields that you can use to track any information about the recipients in your site. You define custom attribute fields using the DS Site Configuration object Custom Attributes property page. The fields you define on the DS Site Configuration object **Custom Attributes** property page appear on the **Custom Attributes** property page for all recipients in your site. For example, suppose your company uses an employee ID numbering system. You can create a custom attribute field called Employee ID# on the DS Site Configuration object **Custom Attributes** property page. The Employee ID# field then appears on the **Custom Attributes** property page of every recipient.

Advanced (Mailbox Agent)

Overview

Use the **Advanced** property page to provide a simple display name, set trust levels for directory replication and directory synchronization, specify Microsoft Internet Locator Service (ILS) server and account names, and determine if the mailbox appears in the Address Book.

Simple Display Name

Directory Name

Trust Level

On-line Listings Information

Home Server

Hide From Address Book

Container Name

Administrative Note

Hide From Address Book

Select this option if you do not want this mailbox agent to appear in the Address Book.

Container Name

The name of the container in which the mailbox agent is stored.

Home Server

Select the Microsoft Exchange Server computer on which this mailbox agent will reside. The mailbox is stored in the selected server's private information store.

On-line Listings Information

You can specify Microsoft Internet Locator Service (ILS) server and account names to enable other users to locate the mailbox agent and set up online meetings. If your organization uses Microsoft NetMeeting, you can specify ILS information for individual mailbox agents. This enables other NetMeeting users to locate the mailbox agent and set up an online meeting.

ILS Server

Type the name of the ILS server.

ILS Account

Type the name of the ILS account.

Schedule (Mailbox Agent)

 [Overview](#)

Use the **Schedule** property page to specify the time that the mailbox agent is operating.

 [Never](#)

 [Always](#)

 [Detail View](#)

 [Selected Times](#)

 [Schedule Grid](#)

Never

Mailbox agent is stopped.

Always

Mailbox agent is always running.

Limits (Mailbox Agent)

 [Overview](#)

Use the **Limits** property page to set the number of days deleted messages are retained, the size limits for outgoing and incoming messages, and the storage limits for the mailbox agent.

 [Deleted Item Retention Time](#)

 [Message Sizes](#)

 [Information Store Storage Limits](#)

Deleted Item Retention Time

Sets the number of days that deleted items are retained for this mailbox agent.

Use Information Store Defaults

If selected, the item retention settings in the private information store **General property page** are used. If cleared, the deleted item retention period for the mailbox agent overrides the private information store setting.

Use this Value (Days)

Type the number of days deleted messages are retained in the information store before they are permanently deleted.

Message Sizes

Sets the size limits for outgoing and incoming messages.

Outgoing

Indicate the size of a message that can be sent from this mailbox agent. Select **No Limit** to allow messages of any size to be sent from this mailbox agent, or select **Max (K)**, and type a value representing the largest message this mailbox agent can send.

Incoming

Indicate the size of a message that can be received in this mailbox agent. Select **No Limit** to allow messages of any size to be received in this mailbox agent, or select **Max (K)**, and type a value representing the largest message this mailbox agent can receive.

Information Store Storage Limits

Sets the information store storage limits for the mailbox agent.

Use Information Store Defaults

If selected, the default limit settings in the private information store **General property page** are used. If cleared, the mailbox storage limit overrides the private information store storage limit.

Issue Warning (K)

Select and type a value (in kilobytes) to specify the maximum amount of space the mailbox can occupy before a warning message is sent.

Prohibit send (K)

Select and type a value (in kilobytes) to specify the maximum amount of space that a mailbox can occupy before the system prevents the owner of the mailbox from sending more messages.

Note This option is not used when messages are sent by Post Office Protocol version 3 (POP3) or Internet Message Access Protocol, Version 4rev1 (IMAP4) clients because these protocols do not support this functionality.

Prohibit Send and Receive (K)

Select and type a value (in kilobytes) to specify the maximum amount of space a mailbox can occupy before the system prevents the mailbox owner from sending or receiving more messages. The value you specify should be greater than the value you set for the **Prohibit send (K)** option. For example, you should do this if users will be out of the office for extended periods of time.

Options (Mailbox Agent)

[Overview](#)

Use the **Options** property page to configure the following options.

<u>Option</u>	<u>Description</u>
Topic root folder name	Type the name of the root folder for the mailbox agent. A subfolder is created under this folder for each new topic.
Topic root folder comment	Type a comment describing the root folder.
Poll Inbox every N milliseconds	Type the amount of time that should elapse between the mailbox agent's polling of its Inbox.
Public Topic Folder	Select to create a public folder in the public information store. If not selected, the topic root folder is created in the mailbox agent's private information store.

If the topic root folder is created as a public folder, then the following options specify the access granted to folder users.

<u>Option</u>	<u>Description</u>
Read Any	Allow users to read messages posted to the folder.
Edit Any	Allow users to modify messages posted to the folder.
Delete Any	Allow users to delete messages from the folder.
Create Messages	Allow users to post new messages directly to the folder (for example, from an e-mail client).
Owner	Allow users ownership rights to the folder. This allows the user to change access rights to the folder.
Contact	Add every subscriber as a contact to be notified if a replication conflict occurs or a user requests additional rights for the folder.

General (Distribution List)

[Overview](#)

Use the **General** property page to specify the distribution list name and the distribution list owner and to add and delete members.

[Display Name](#)

[Alias Name](#)

[Owner](#)

[Modify Owner Button](#)

[Clear Owner Button](#)

[Expansion Server](#)

[Notes](#)

[Members](#)

 Modify Members Button

Display Name

Type the distribution list name (up to 256 characters) as you want it to appear in the Address Book.

Alias Name

Type an alias (up to 64 characters) for this distribution list. The alias name is another identifier for this distribution list.

Owner

The owner of the distribution list. A mailbox owner can modify distribution list members using the client. Typically, only an administrator can modify distribution list memberships using the Administrator program.

Directory Name

Type a unique name (up to 64 characters).

Note You provide the directory name when you first create the distribution list. This is the name that Microsoft Exchange Server uses to identify the distribution for routing purposes. Once a distribution list has been created, you cannot modify this name.

Modify Owner Button

Opens the Address Book where you can select an owner for the distribution list. A mailbox owner can modify distribution list members using the client. Typically, only an administrator can modify distribution list memberships using the Administrator program.

Clear Owner Button

Clears the **Owner** box.

Expansion Server

Choose the server in your site where this distribution list will always be expanded. When a user in your site sends a message to a distribution list, Microsoft Exchange Server must expand the list, resolve the names of all recipients in the list, and determine the most efficient routing for the message. For large distribution lists, expansion can be processor-intensive. You can force the distribution list to be expanded on a specific server (for example, a server with a more powerful processor, or one that handles less messaging traffic) by specifying an expansion server.

Members

Lists all recipients on this distribution list. All distribution list members, which can include mailboxes, custom recipients, and other distribution lists, receive messages sent to the distribution list.

Modify Members Button

Opens the Address Book. Use this window to add or delete distribution list members. Choose **OK** to confirm your selection and return to the **General** property page. The recipients you select appear in the **Members** box.

Notes

Type any information (up to 1024 characters) that you want to appear in the Address Book.

Permissions (Distribution List)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this distribution list. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this distribution list. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify user-level attributes associated with this distribution list.
Modify Admin Attributes	Modify administrator-level attributes associated with this distribution list.
Send As	Send messages as this distribution list.
Modify Permissions	Change permissions for this distribution list.

Distribution Lists (Distribution List)

Overview

Use the **Distribution Lists** property page to specify the distribution lists that this distribution list belongs to. When a distribution list is a member of another distribution list, it is called a nested distribution list. For example, if a distribution list called Corporate is a member of a distribution list called North-East Employees, all messages sent to the North-East Employees list will be sent to all members of the Corporate list.

Distribution List Membership

Modify Button

Delivery Restrictions (Distribution List)

 [Overview](#)

Use the **Delivery Restrictions** property page to specify addresses from which this distribution list will or will not accept messages. All rejected messages are returned to the originator.

 [Accept Messages From](#)

 [Reject Messages From](#)

 [Modify Button](#)

Custom Attributes (Distribution List)

Overview

The **Custom Attributes** property page contains 10 unique fields that you can use to track any information about the recipients in your site. You define custom attribute fields using the DS Site Configuration object Custom Attributes property page. The fields you define on the DS Site Configuration object **Custom Attributes** property page appear on the **Custom Attributes** property page for all recipients in your site. For example, suppose your company uses an employee ID numbering system. You can create a custom attribute field called Employee ID# on the DS Site Configuration object **Custom Attributes** property page. The Employee ID# field then appears on the **Custom Attributes** property page of every recipient.

Advanced (Distribution List)

Overview

Use the **Advanced** property page to provide a simple display name, set distribution list message transfer limits, set trust levels for directory replication and directory synchronization, and determine whether the distribution list appears in the Address Book.

Simple Display Name

Directory Name

Trust Level

Message Size

Container Name

Distribution List Options

Administrative Note

Simple Display Name

Type the display name that will be used by systems that cannot interpret all the characters in the normal display name.

Directory Name

Type a unique name (up to 64 characters).

Note You provide the directory name when you first create the distribution list. This is the name that Microsoft Exchange Server uses to identify the distribution for routing purposes. Once a distribution list has been created, you cannot modify this name.

Trust Level

Determines whether information about this distribution list is replicated to other mail systems during directory synchronization. If the distribution list's trust level exceeds the trust level you set for the container, information about the distribution list will not be replicated during directory synchronization.

Message Size

Indicate the size of messages to be sent to this distribution list. Select **No Limit** to allow messages of any size to be sent, or select **Max (K)**, and type a value representing the largest message that can be sent to the distribution list.

Large messages sent to large distribution lists can adversely impact performance.

Container Name

The name of the container in which the distribution list is stored.

Distribution list options

Select any of the following options:

Report To Distribution List Owner

Select this option to send notification reports to the distribution list owner when a message sent to the distribution list has requested delivery notification or is undeliverable.

Report To Message Originator

Select this option to send notification reports to the message originator that indicate the delivery status for each member of the list when a message sent to the distribution list has requested delivery notification or is undeliverable. When this option is not selected, the message originator receives reports from the list itself, not notification for each member.

Note When **Hide Membership From Address Book** is selected, **Report To Message Originator** is overridden to ensure the secrecy of the member list of the distribution list.

Allow Out of Office Messages to Originator

Select this option to respond with an Out of Office message for any registered user who is a member of the distribution list.

Hide From Address Book

Select this option if you do not want this distribution list to appear in the Address Book.

Hide Membership From Address Book

Select this option if you do not want the members of the distribution list to appear in the Address Book.

General (Public Folder)

Overview

Use the **General** property page to specify the folder name and Address Book display name, to set an age limit for messages contained in replicas of the public folder, to view or modify client permissions, and to enter an optional note.

Folder Name

Address Book Display Name

Alias Name

Client Permissions

Propagate these properties to all subfolders

Notes

Folder Path

Folder Name

The name of the public folder as it appears in the public folder hierarchy. This is the name that was provided when the folder was created using the client.

Address Book Display Name

Specify how the folder name will appear in the Address Book. Select **Same As Folder Name** if you want the name that appears in the Address Book to match the name in the **Folder Name** box. Select **Use This Name** and type the public folder name as you want it to appear in the Address Book.

Alias Name

Type an alias (up to 64 characters) for this public folder. The name entered here can be used in the **To** box when sending mail to the public folder.

Directory Name

Displays the name that is used for routing purposes. The directory name is set when the public folder is created using the client.

Client Permissions

Opens the **Client Permissions** dialog box, where you can view or modify client permissions for the folder. Client permissions are different from Administrative permissions, which are set in the public folder Permissions property page.

Folder Path

Displays the complete address of this public folder, which is generated when the public folder is created using the client.

Notes

Type descriptive information about this public folder that you want to appear in the Address Book.

Propagate these properties to all subfolders

Allows the current properties to be in effect for all subfolders.

Note This option only appears if this folder has subfolders.

Client permissions

Replication schedule

Replicas

Replication message importance

Age limit for all replicas

Hide from the address book

Deleted item retention time

Client permissions

Applies the **Client permissions** properties of the selected folder to all subfolders. You can set these properties for the selected folder in the **General** property page.

Replication schedule

Applies the **Replication schedule** properties of the selected folder to all subfolders. The replication schedule indicates when this public folder will be replicated to replicas of the folder throughout your organization. You can set these properties for the selected folder in the **Replication Schedule** property page.

Replicas

Applies the **Replicas** settings of the selected folder to all subfolders. When a replica of a public folder exists on another server in your site, the information it contains is updated during public folder replication. You can set these properties for the selected folder in the **Replicas** property page.

Replication message importance

Applies the **Replication msg importance** property of the selected folder to all subfolders. The importance is the priority for replication messages sent by this public folder. You can set this property for the selected folder in the **Advanced** property page.

Age limit for all replicas

Applies the **Age limit for replicas (days)** property of the selected folder to all subfolders. You can set the age limit for all replicas of the folder in your organization. This property can be set for the selected folder in the **Limits** property page.

Hide from the address book

Applies the **Hide from address book** property of the selected folder to all subfolders. This property determines whether this public folder appears in the Address Book. You can set this property for the selected folder in the **Advanced** property page.

Deleted item retention time

Applies the **Deleted item retention** properties of the selected folder to all subfolders. These properties determine the amount of time that deleted items in the information store are retained before they are permanently deleted. You can set this property for the selected folder in the **Limits** property page.

Replicas (Public Folder)

[Overview](#)

Public folders can be copied (replicated) to other servers in your site. When a replica of a public folder exists on another server, the information it contains is updated with current information during public folder replication.

Use the **Replicas** property page to create replicas of a public folder on other servers within your site.

Note You can also replicate public folders to servers in other sites using the [public information store Instances](#) property page.

[Servers](#)

[Replicate Folders To](#)

[Add Button](#)

[Remove Button](#)

[Site](#)

Replicating public folders to other servers in your site can be useful in balancing the load of users accessing a particular public folder at any given time. For example, suppose you have 100 users and two servers in your site. If there is a popular public folder called Classified Ads on one server, and all 100 users access that folder numerous times each day, heavy traffic is created on the server. By creating a replica of the Classified Ads public folder on the second server, you can effectively balance the load of users accessing the public folder at any given time. For more information about planning public folder replicas, see *Microsoft Exchange Server Concepts and Planning*.

Servers

A list of all servers in the selected site.

Replicate Folders To

A list of servers that contain a replica of this public folder.

Add Button

Adds the selected server to the list of servers where a replica of this public folder will be created during public folder replication.

Remove Button

Removes the selected server from the list of servers that contain a replica of this public folder. During the next round of public folder replication, the public folder replica is removed from the selected server.

Site

A list of the messaging sites in your organization. When you select a site, all servers in that site appear in the Servers list.

Permissions (Public Folder)

[Overview](#)

Use the **Permissions** property page to specify the rights that users or groups have on this public folder. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this public folder. This properties page provides various default roles. You can also create custom roles.

Note The permissions you set on a public folder in the **Permissions** property page are different from client permissions, which are set using the client, or by choosing **Client Permissions** in the public folder General property page.

[Windows NT Accounts With Inherited Permissions](#)

[NT Accounts With Permissions](#)

[Add Button](#)

[Remove Button](#)

[Roles](#)

[Rights](#)

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this public folder.
Modify Admin Attributes	Modify the administrator attributes associated with this public folder.
Send As	Send messages as this public folder.
Modify Permissions	Change permissions for this public folder.

Folder Replication Status (Public Folder)

Overview

By verifying the replication status of public folders and servers, you can determine whether public folders are up-to-date. Use the **Folder Replication Status** property page to view all servers that a specific public folder is replicated on.

In addition, you can view the replication status of:

 All public folders for a specific server (use the public information store Folder Replication Status property page for that server).

 All servers that a specific server replicates public folders with (use the public information store Server Replication Status property page for that server).

<u>Column heading</u>	<u>Description</u>
Server Name	Name of the server.
Last Received Time	Last time the local server received updates from the selected server.
Average Transmission Time	Average time it takes to send updates from the local server to the selected server.
Replication Status	In Sync indicates that there have been no changes to local public folder replicas since changes were last sent. Local Modified indicates that there have been changes made to local public folder replicas that have not yet been sent.

 Refresh Button

 Columns Button

Refresh Button

Updates the latest public folder replication information.

Columns Button

Opens the **Columns** dialog box where you can change the type and order of information shown on the **Folder Replication Status** property page. Choose **OK** to confirm your selection.

Replication Schedule (Public Folder)

 [Overview](#)

Use the **Replication Schedule** property page to indicate the times at which this individual public folder will be replicated to other replicas of the folder that exist throughout your organization.

To set the replication schedule for all public folders on a server, use the [public information store Replication Schedule](#) property page.

Note If a schedule is set for a specific public folder, it overrides the schedule set for a server.

 [Use Information Store Schedule](#)

 [Never](#)

 [Always](#)

 [Selected Times](#)

 [Detail View](#)

 [Schedule Grid](#)

Use Information Store Schedule

Uses the schedule set in the [public information store Replication Schedule](#) property page.

Never

Disables replication.

Always

Runs replication every 15 minutes.

Distribution Lists (Public Folder)

Overview

Use the **Distribution Lists** property page to specify the distribution lists that this public folder belongs to. When a public folder is a member of a distribution list, it receives all messages addressed to that distribution list.

Distribution List Membership

Modify Button

Custom Attributes (Public Folder)

Overview

The **Custom Attributes** property page contains 10 unique fields that you can use to track any information about the recipients in your site. You define custom attribute fields using the DS Site Configuration object Custom Attributes property page. The fields you define on the DS Site Configuration object **Custom Attributes** property page appear on the **Custom Attributes** property page for all recipients in your site. For example, suppose your company uses an employee ID numbering system. You can create a custom attribute field called Employee ID# on the DS Site Configuration object **Custom Attributes** property page. The Employee ID# field then appears on the **Custom Attributes** property page of every recipient.

Limits (Public Folder)

Overview

Use the **Limits** property page to set the number of days deleted messages are retained and to set the information store storage limits for this public folder. You can also use this property page to set an age limit for replicas.

Deleted Item Retention Time

Information Store Storage Limits

Age Limit for Replicas

Deleted Item Retention Time

Sets the number of days that deleted items are retained for this public folder.

Use Information Store Defaults

If selected, the default limit settings in the public information store **General** [property page](#) are used. If cleared, the public folder storage limit overrides the public information store storage limit.

Use this Value (Days)

Type the number of days that deleted items in the information store are retained before they are permanently deleted.

Information Store Storage Limits

Sets the number of days that deleted items are retained for this public folder.

Use Information Store Defaults

If selected, the default limit settings in the public information store **General** property page are used. If cleared, the storage limit for the selected public folder overrides the public information store storage limits.

Issue Warning (K)

If selected, type a number representing the maximum amount of space that the public folder can occupy before a warning message is sent.

Age Limit Replicas (Days)

Select and type a value (in days) to set an age limit for messages in this public folder.

Advanced (Public Folder)

Overview

Use the **Advanced** property page to provide a simple display name, set trust levels for directory replication and directory synchronization, and set the priority of replication messages. Replication messages contain updated information that is sent to other replicas of this public folder.

Simple Display Name

Directory Name

Trust Level

Replication Msg Importance

Home Server

Hide From Address Book

Container Name

Administrative Note

Simple Display Name

Type the display name that will be used by systems that cannot interpret all the characters in the normal display name.

Directory Name

The identifying part of the public folder's distinguished name. This can be used to identify a specific public folder when there are multiple public folders with the same name in different parts of the hierarchy.

Replication Msg Importance

Select a priority for replication messages sent by this public folder. Priority determines the order in which messages are sent by Microsoft Exchange Server. Messages with High priority are delivered first.

Trust Level

Determines whether information about a public folder is replicated to other mail systems during directory synchronization. If the public folder's trust level exceeds the trust level that you set for the container, information about the public folder will not be replicated during directory synchronization.

Home Server

Select the Microsoft Exchange Server computer this public folder will reside on. The folder is stored in the selected server's public information store.

Hide From Address Book

Select this option if you do not want this public folder to appear in the Address Book. You can still send messages to a public folder that is hidden from the Address Book if you know the full e-mail address of the public folder.

Container Name

The name of the container where the replica is stored.

General (Custom Recipient)

Overview

Use the **General** property page to record basic information, such as name, location, and e-mail address, for the custom recipient.

Note Microsoft Exchange Server supports only the original 128 ASCII characters.

First Name

Initials

Last Name

Display Name

Alias

Additional Information

E-mail Button

First Name

Type the custom recipient's first name (up to 64 characters).

Initials

Type the custom recipient's middle initials (up to 6 characters).

Last Name

Type the custom recipient's last name (up to 64 characters).

Display Name

Type the name (up to 256 characters) as you want it to appear in the Administrator window and in the Address Book.

Alias

Type an alias (up to 64 characters) that can be used for this custom recipient. The alias name can be used to generate the e-mail address for this recipient.

Additional Information

Specify the following optional address information.

In the	Type
Address box	User's street address.
City box	User's city.
State box	User's state.
Zip code box	User's zip code (if any).
Country box	User's country.

Specify the following optional company information.

In the	Type
Title box	User's title.
Company box	User's company name.
Department box	User's department name.
Office box	User's office number.
Assistant box	Phone number of the user's assistant.
Phone box	User's phone number.

E-mail Button

Changes the custom recipient's full e-mail address. A dialog box of address options appears. This dialog box varies according to the type of address that you specified when you first created this custom recipient. When you are finished modifying the address options, choose **OK** to return to the **General** property page.

Organization (Custom Recipient)

 Overview

Use the **Organization** property page to enter optional information about the custom recipient's manager and direct reports (if any).

 Manager

 Direct Reports

Manager

Specify the mailbox owner's manager.

Modify Button

Choose **Modify** to open the Address Book in which you can select the name of the mailbox owner's manager.

Clear Button

Choose **Clear** to clear the **Manager** field.

Direct Reports

Specify a list of the people who report to the mailbox owner.

Modify Button

Choose **Modify** to open the Address Book in which you can select one or more recipients to add to the **Direct Reports** list.

Phone/Notes (Custom Recipient)

 Overview

Use the **Phone/Notes** property page to enter detailed telephone number information for a custom recipient and to enter an optional note.

 Phone numbers

 Notes

Phone numbers

Specify the following optional phone numbers.

<u>In the</u>	<u>Type</u>
Business box	User's alternate office phone number.
Business2 box	User's second alternate office phone number.
Fax box	User's fax number.
Assistant box	Phone number of the user's assistant.
Home box	User's home phone number.
Home2 box	User's second home phone number.
Mobile box	User's mobile phone number.
Pager box	User's pager number.

Notes

Type any additional information about this user.

Permissions (Custom Recipient)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this custom recipient. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this custom recipient. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify user-level attributes associated with this custom recipient.
Modify Admin Attributes	Modify administrator-level attributes associated with this custom recipient.
Send As	Send messages as this custom recipient.
Modify Permissions	Change permissions for this custom recipient.

Distribution Lists (Custom Recipient)

Overview

Use the **Distribution Lists** property page to specify the distribution lists that this custom recipient belongs to. When custom recipients are members of a distribution list, they receive all messages addressed to that distribution list.

Distribution List Membership

Modify Button

Protocols (Custom Recipient)

Overview

Specifies which protocols a custom recipient can use to connect to Microsoft Exchange Server. You can also specify message formats and character sets for Internet Message Access Protocol, Version 4rev1 (IMAP4), Network News Transfer Protocol (NNTP), and Post Office Protocol Version 3 (POP3).

Select a protocol and choose Settings.

Delivery Restrictions (Custom Recipient)

 [Overview](#)

Use the **Delivery Restrictions** property page to specify addresses from which this custom recipient will or will not accept messages. All rejected messages are returned to the originator.

 [Accept Messages From](#)

 [Reject Messages From](#)

 [Modify Button](#)

Custom Attributes (Custom Recipient)

Overview

The **Custom Attributes** property page contains 10 unique fields that you can use to track any information about the recipients in your site. You define custom attribute fields using the DS Site Configuration object Custom Attributes property page. The fields you define on the DS Site Configuration object **Custom Attributes** property page appear on the **Custom Attributes** property page for all recipients in your site. For example, suppose your company uses an employee ID numbering system. You can create a custom attribute field called Employee ID# on the DS Site Configuration object **Custom Attributes** property page. The Employee ID# field then appears on the **Custom Attributes** property page of every recipient.

Advanced (Custom Recipient)

Overview

Use the **Advanced** property page to provide a simple display name, set custom recipient message transfer limits, set trust levels for directory replication and directory synchronization, and determine whether this custom recipient appears in the Address Book.

Simple Display Name

Directory Name

Trust Level

On-line Listings Information

Message Size

Container Name

Allow Rich Text in Messages

Hide From Address Book

Primary Windows NT Account

Administrative Note

Primary Windows NT Account

Select the Windows NT account that will have Owner permission on this custom recipient object. The user logged on with the primary Windows NT account can use this custom recipient address to send and receive messages. You can associate more than one Windows NT account with a particular custom recipient address and assign permissions to additional accounts using the [Permissions property page](#).

Simple Display Name

Type the display name that will be used by systems that cannot interpret all the characters in the normal display name.

Directory Name

Type a unique name (up to 64 characters).

Note You provide the directory name when you first create the custom recipient. This is the name that Microsoft Exchange Server uses when routing messages. Once a custom recipient has been created, you cannot modify this name.

Trust Level

Determines whether information about this custom recipient is replicated to other mail systems during directory synchronization. If the custom recipient's trust level exceeds the trust level that you set for the container, information about the custom recipient will not be replicated during directory synchronization.

On-line Listings Information

You can specify Microsoft Internet Locator Service (ILS) server and account names to enable other users to locate the custom recipient owner and set up online meetings. If your organization uses Microsoft NetMeeting, you can specify ILS information for individual mailboxes. This enables other NetMeeting users to locate the mailbox owner and set up an online meeting.

ILS Server

Type the name of the ILS server.

ILS Account

Type the name of the ILS account.

Message Size Limit

Indicates the size of messages that can be sent to this custom recipient. Select **No Limit** to allow messages of any size. Select **Max (K)**, and type a value representing the largest message that this custom recipient can receive.

Container Name

The name of the container in which the custom recipient is stored.

Allow Rich Text in Msgs

Select to allow outbound messages to this custom recipient to use rich text characters such as bold, color, and italic. Rich text also provides the ability to position attachments.

Hide From Address Book

Select this option if you do not want this custom recipient to appear in the Address Book.

Permissions (Recipient Container)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this Recipients container. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this Recipients container. This properties page provides various default roles.

Permissions you set on the recipients container are inherited by all recipients in the container.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

This right	Gives the associated account rights to
Add Child	Create objects under this object.
Modify User Attributes	Modify user-level attributes associated with a recipient.
Modify Admin Attributes	Modify administrator-level attributes associated with an object. For example, a user with this permission can modify the job title and display name fields in a mailbox.
Delete	Delete objects.
Send As	Send messages as a mailbox.
Mailbox Owner	Log on to a mailbox and use it to send and receive messages.
Modify Permissions	Change permissions for this recipient.
Search	Enable the selected user account to view the contents of the container.

Schedule+ Free/Busy Connector Options

Overview

Use the **Schedule+ Free/Busy Connector Options** property page to configure Microsoft Exchange Server to exchange Microsoft Schedule+ Free/Busy information between Microsoft Exchange Server sites and MS Mail (PC) postoffices. Once you have configured the Schedule+ Free/Busy Connector, you can start it by choosing the Services icon in Control Panel.

Note The Microsoft Schedule+ Free/Busy Connector is installed with the Microsoft Mail Connector. Only one Schedule+ Free/Busy Connector will be installed in a site.

Administrator's Mailbox

Schedule+ Distribution List

Update Frequency

Send updates for this site only

Logging Level

Full Export

Administrator's Mailbox

Displays the mailbox or distribution list used for the administrator's mailbox. Any mail addressed to this Schedule+ Free/Busy Connector that the connector cannot process, such as status reports or non-delivery reports (NDRs), is forwarded to this mailbox. To specify a different recipient, choose **Change**. An administrator's mailbox must be specified to use the Schedule+ Free/Busy Connector.

Schedule+ Distribution List

Contains all the MS Mail (PC) and PROFS postoffices that exchange free and busy information with this site. A Schedule+ distribution list must be specified to use the Schedule+ Free/Busy Connector.

Update Frequency

Specifies how often the Schedule+ Free/Busy Connector sends free and busy information to the postoffices in the Schedule+ distribution list. The default is every 15 minutes.

Send updates for this site only

Configures this Schedule+ Free/Busy Connector to send free and busy information updates for this site only to the postoffices in the Schedule+ distribution list. Use this option if your organization has more than one Schedule+ Free/Busy Connector and you want to control the exchange of free and busy information between Microsoft Exchange Server and the postoffices in the distribution list.

Logging Level

Select the logging level for the connector. The logging level determines which events are written to the Windows NT application event log. When Microsoft Exchange Server generates an event less than or equal to the logging level, the event is logged.

<u>Logging Level</u>	<u>Description</u>
None	Only critical events and error events are logged, including initiations and terminations, NDRs, and shutdowns. Only events with a logging level of 0 are logged. This is the default. Change it only if a problem occurs.
Minimal	Equivalent to None .
Basic	Events with a logging level of 2 or lower are logged. This level adds to the log the number of messages received and the number of information messages created.
Extensive	Events with a logging level of 3 or lower are logged. This level adds to the log the number of changes made and the names of users receiving messages from the Schedule+ Free/Busy Connector.
Verbose	For the Schedule+ Free/Busy Connector, this level is equivalent to Extensive .
Internal	All events are logged, including debug strings, configuration changes received, unknown address notifications, and validations of accounts.

Full Export

Choose **Full Export** to update the Schedule+ distribution list after new members have been added. The Schedule+ Free/Busy Connector will send free and busy information for all Schedule+ users to all members of the distribution list.

Allow Rich Text in Msgs

Select to allow messages from this mailbox to contain rich text format.

Retaining Deleted Items

You can configure Microsoft Exchange Server so that messages deleted from mailboxes are retained for a specified amount of time before they are permanently deleted. When a user deletes messages and you've set a deleted item retention period, the items are marked as hidden until they are permanently deleted from the private information store. Users can recover deleted items by using the **Recover Deleted Items** command (in Microsoft Outlook version 8.03 or later) and then moving them to a specified location.

You can set deleted item retention periods for the public or private information store or individual mailboxes and public folders. Deleted item retention periods set on individual mailboxes override the setting on the private information store by default.

Setting Storage Limits

You can set an optional storage limit for mailboxes, mailbox agents, and public folders to control how much space is occupied in a server's information store. When a mailbox, mailbox agent, or public folder exceeds the storage limit (indicated in kilobytes), a warning message is sent to the mailbox, mailbox agent, or public folder contacts.

You can use the **General** property page of the private and public information stores to set default storage limits. You can use the **Limits** property page of mailboxes, public folders, and mailbox agents to override the storage limits for individual mailboxes, public folders, and mailbox agents.

General (Server)

 [Overview](#)

Use the **General** property page to view the Directory Name, select the server location, or add an administrative note.

 [Directory Name](#)

 [Server Location](#)

 [Administrative Note](#)

Directory Name

The directory name is defined during installation and cannot be changed.

Server Location

Users can access public folder replicas more efficiently by grouping servers within a site into locations. You can also use locations to limit the scope of users who can access the services of a connector.

Microsoft Exchange Server automatically searches for public folder replicas within its own location. If it can't locate the public folder replica in its own location, it searches servers outside of the location.

If you want users to access public folder replicas on certain servers by default, you can create a wildcard location called “*.” Microsoft Exchange Server searches for public folder replicas on “*” servers unless you've specified another location for accessing the public folder replicas.

Type or select the name in the **Server Location** box. To add a server to “*,” type a * in the **Server Location** box.

Permissions (Server)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this server. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this server. This properties page provides various default roles. You can also create custom roles.

Note When you give users or groups permissions on a server object, they automatically inherit the same level of permissions for all subordinate objects in the directory. For example, if you give a user administrator permissions on the server object, they inherit administrator permissions on all components below the server in the directory hierarchy, such as the directory and the MTA.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

This right	Gives the associated account rights to
Add Child	Create objects below this object.
Modify User Attributes	Modify the user attributes associated with an object. For example, a user with this permission can modify the members of a distribution list.
Modify Admin Attributes	Modify administrator-level attributes associated with an object. For example, a user with this permission can modify the job title and display name fields in a mailbox.
Delete	Delete an object.
Replication	Replicate directory information with other servers.
Modify Permissions	Modify permissions on existing objects. For example, without this permission, a user could grant permissions to new mailboxes but could not modify permissions on existing ones.
Search	Enable the selected user account to view the contents of the container.

Services (Server)

Overview

Use the **Services** property page to specify the services on the server that are checked by a server monitor. Server monitors track services on a specified server and can perform a variety of actions if they detect that a service is not running (such as attempting to restart the service). Only those services specified in the **Services** property page are monitored.

Installed Services

Monitored Services

Add Button

Remove Button

None Button

Default Button

All Button

Installed Services

Lists all services installed on the server.

Monitored Services

Lists all services on the server that are monitored by a server monitor.

Add Button

Adds the selected service to the list of services that are monitored by other server monitors.

Remove Button

Removes the selected service from the list of services that are monitored by other server monitors.

None Button

No services are monitored by other server monitors.

Default Button

Default services are monitored by other server monitors. Default services include:

-  Microsoft Exchange Server directory
-  Microsoft Exchange Server information store
-  Microsoft Exchange Server MTA

All Button

All installed services are monitored by other server monitors.

Locales (Server)

Overview

Locales determine how date, currency, and time values are displayed, and controls other international settings, such as sorting order. When a specific locale, such as French, is selected for a server, French language clients connecting to that server see information that is properly sorted and formatted in French.

Installed Locales

Selected Locales

Add Button

Remove Button

Installed Locales

Lists all locales. You can select one or more locales used on the server.

Selected Locales

Lists all the locales that you have selected for the server. Foreign language clients that use the languages listed in the **Selected Locales** box can connect to the server and see information that is properly sorted and formatted for their language.

Add Button

Adds the selected locale to the **Selected Locales** box. Foreign language clients that use the languages listed in the **Selected Locales** box can connect to the server and see information that is properly sorted and formatted for their language.

Remove Button

Removes the selected locale from the list of locales available to foreign language clients connecting to the server.

IS Maintenance (Server)

Overview

Use the **IS Maintenance** property page to schedule online maintenance for each server, including deleting messages in public folders and cleaning up indexes that have been cached from user views. Information store response times are slower while maintenance tasks are being performed.

Set the information store maintenance schedule to the least busy time of day, but make sure it runs at least once each day.

<u>Options</u>	<u>Description</u>
Always	Performs maintenance tasks every 15 minutes. This option is not recommended because it can affect server performance.
Selected times	Assigns specific maintenance times in the <u>schedule grid</u> . Select a time or block of time when maintenance should occur.
1 Hour	Displays the <u>schedule grid</u> in one-hour increments.
15 Minute	Displays the <u>schedule grid</u> in 15-minute increments.

Database Paths (Server)

Overview

Use the **Database Paths** property page to set the paths to the directory and the public and private information store files on this server. If your server has multiple drives, you can spread the data files across different drives to enhance performance by reducing the amount of required drive-seeking time.

The private database is one of the two linked database elements that make up the private information store.

 To set the location of the private database, choose **Modify**, and then indicate a path.

The public database is one of the two linked database elements that make up the public information store.

 To set the location of the public database, choose **Modify**, and then indicate a path.

The system database is one of the two linked database elements that make up the information store.

 To set the location of the system database, choose **Modify**, and then indicate a path.

The transaction log keeps track of all information store events and transactions. Transaction log files are used during incremental backups of the information store.

 To set the location of the transaction log, choose **Modify**, and then indicate a path.

The working path points to the location where various temporary files are stored. These temporary files are created during normal operation of the information store.

 To set the working path, choose **Modify**, and then indicate a path.

Name and Location

Modify button

Name and Location

Displays the database filename and location.

Modify Button

Displays the **Directory Database** dialog box. Use this dialog box to change the database filename and location.

Advanced (Server)

Overview

Use the **Advanced** property page to enable circular logging for directory or information store database files and to adjust inconsistencies between the directory and the information store files.

Database Circular Logging

Circular logging automatically writes over transaction log files after the data they contain has been committed to the database. It reduces disk storage space requirements; however, if circular logging is enabled, you cannot perform differential and incremental backups.

Select the **Directory** option to enable circular logging of directory files. Select the **Information Store** option to enable circular logging of database files in the information store.

DS/IS Consistency Adjustment

Warning Do not run the DS/IS consistency adjuster after deleting a directory replication connector to another site unless you never plan to reconnect the sites. Doing so can have disastrous results. For more information, see *Microsoft Exchange Server Maintenance and Troubleshooting*.

The DS/IS consistency adjuster is used to ensure that the directory and the information store objects are synchronized. Inconsistencies between them occur when there is an entry for a public folder or mailbox in the information store without a corresponding entry in the directory database or vice versa. The DS/IS consistency adjuster creates an entry in the directory if a public folder or mailbox entry exists in the information store and deletes it from the directory and any public folder entries that don't exist in the information store. It won't delete mailbox entries from the directory. DS/IS consistency adjustment also removes users that are no longer valid from public folder permissions and from reports on public folders that have no owners.

Note You should always specify inconsistencies older than a particular limit when running the adjuster, unless you are restoring the information store to an alternate server.

If you have deleted a directory replication connector and you never plan to reconnect to that site, you can run the DS/IS consistency adjuster so that directory objects are created for all folders in the public folder hierarchy and the permissions of users who had access to certain folders are preserved. The DS/IS consistency adjuster makes the break from the organization transparent to users. Those who had access to folders when the site was part of the organization still have access when the site is removed.

All Inconsistencies

Select **All Inconsistencies**, and then choose **Adjust** to adjust all inconsistencies.

Inconsistencies More Than (Days)

Select **Inconsistencies More Than**, type a value in the **Days** box, and then choose **Adjust** to adjust only those inconsistencies that are older than a specified period of time.

General (Directory Service)

Overview

Microsoft Exchange Server synchronizes directory information within a site every five minutes. You can synchronize directory information manually by choosing **Update Now** if you have made changes to directory information on the server and don't want to wait for automatic synchronization.

Update Now Button

Check Now Button

Administrative Note

Update Now

Notifies the server to request directory updates from all other servers within the site.

Note Directory information within a site is updated automatically every five minutes.

Check Now

Enabling this option checks for other connected servers within a site and for new sites within the organization. For example, if server A is down while server B is added to your site, server A will have no knowledge of server B. Similarly, if server A is down while a new site is added to the organization, server A will have no knowledge of the new site. You can choose **Check Knowledge Consistency** to rectify both of these situations. Checking knowledge consistency also sets up the required replication links with any new servers or sites.

Note Knowledge consistency is checked automatically once a day. If you manually check knowledge consistency and discover a new server or site, you should choose **Synchronize Now** in the **General** (Directory) property page to update your local directory. Once directory synchronization is complete, you should rebuild the routing table by choosing **Recalculate Routing** in the [General \(MTA\) property page](#).

Administrative Note

You can enter information (up to 1024 characters) that pertains to the object. This information is visible only in the Administrator program.

Permissions (Directory Service)

[Overview](#)

Use the **Permissions** property page to specify the rights that users or groups have on this directory. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this directory. This properties page provides various default roles. You can also create custom roles.

Note Administrators with Admin or View Admin roles can view directory objects regardless of whether Search permissions are set for those objects. Therefore, you can't set permissions so administrators can view just a portion of a directory.

[Windows NT Accounts With Inherited Permissions](#)

[NT Accounts With Permissions](#)

[Add Button](#)

[Remove Button](#)

[Roles](#)

[Rights](#)

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects below the selected object in the directory hierarchy.
Modify User Attributes	Modify the user attributes associated with this directory.
Modify Admin Attributes	Modify the administrator attributes associated with this directory.
Modify Permission	Change permissions on existing objects.
Delete	Delete objects in this directory.
Send As	Send messages with the sender's return address.
Mailbox Owner	Read and delete messages in this mailbox.
Logon Rights	Access the directory.
Replication	Replicate directory information with other servers.
Search	Enable the selected user account to view the contents of the container.

General (MTA)

Overview

Use the **General** property page to set the following options:

 Local MTA Name

 Local MTA Password

 Message Size

 Recalculate Routing

 Expand Remote Distribution Lists Locally

 Convert Incoming Messages To MS Exchange Contents

 Only Use Least Cost Routes

 Administrative Note

Local MTA Name

Type a name up to 32 characters. This name is used to identify the message transfer agent (MTA) to foreign systems. If no name is provided, it defaults to the name of the server where the MTA is installed.

Note Changing an established MTA name can potentially break connections from foreign X.400 systems.

Local MTA Password

Type a password up to 64 characters (optional). This is the password that foreign systems use when connecting to this message transfer agent (MTA).

Message Size

Select **No Limit** if you want this message transfer agent (MTA) to process messages of any size. Select **Maximum (K)**, and type a value between 0 and 2,097,151 to limit the message size that this MTA can process. All messages that exceed the limit are returned to the originator.

Expand Remote Distribution Lists Locally

A remote distribution list is one that is created on a server in another site and made available to users in your site through directory replication. If you select **Expand Remote Distribution Lists Locally** and a user sends a message to a remote distribution list, the distribution list is expanded locally (on the server to which they are currently connected). Microsoft Exchange Server determines the best routing for the message based on the location of recipients in the list. This method guarantees the most efficient message handling. However, processing large distribution lists can affect server performance.

Recalculate Routing

This option rebuilds the routing table manually. The routing table contains all the information that the message transfer agent (MTA) needs to determine how to route messages. It can take a few minutes to replicate routing changes across the site.

Convert Incoming Messages To MS Exchange Contents

Changes the address and content for incoming messages to a format compatible with Messaging Application Programming Interface (MAPI) and the underlying Microsoft Exchange Server system.

Only Use Least Cost Routes

Configures an individual message transfer agent (MTA) to send messages using only least-cost routes. Only the least-cost route for each message will be attempted. This allows you to prevent messages from being routed to connectors in other sites when a connector in the local site is unavailable. If a message cannot be routed through the least-cost route, Microsoft Exchange Server generates a non-delivery report (NDR).

Permissions (MTA)

Overview

The **Permissions** property page specifies user or group rights on the message transfer agent (MTA). You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define the type of access a user or group has on the MTA. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this MTA .
Modify Admin Attributes	Modify the administrator attributes associated with this MTA.
Delete	Delete this MTA.
Send As	Send messages as a mailbox.
Mailbox Owner	Log on to a mailbox and use it to send and receive messages.
Modify Permissions	Change permissions for this MTA
Search	Enable the selected user account to view the contents of the container.

Queues (MTA)

Overview

The **Queues** property page displays the status of all messages that are waiting to be delivered by the message transfer agent (MTA). Microsoft Exchange Server creates different queues for each server in a site, as well as queues for installed gateways. Once you select a queue, you can view or change the priority of individual messages.

Queue Name

Message List

Details Button

Refresh Button

Priority Button

Delete Button

Queue Name

Lists all queues on this message transfer agent (MTA). It displays the queue name and the number of items contained in the queue. Select the queue you want to view, and a list of all messages is displayed in the **Message List** box.

Message List

Lists all messages in the selected queue. The **Message List** box displays the originator of the message, the time that the message was submitted, and the size (in kilobytes) of the message.

Delete Button

Removes the selected message from the queue.

Refresh Button

Updates the queue with the most current information.

Priority Button

View the priority of the selected message. You can leave the message's priority as it is or change it to either High, Medium, or Low. Messages with the highest priority are sent first.

You cannot change the priority of messages in the Internet Mail Service or Microsoft Mail Connector queues.

Details Button

You can view the following read-only information about a selected message.

<u>This option</u>	<u>Shows</u>
Originator	Address from which the message was sent.
MTSID	Message ID of the message.
Submit Time	Time that the message arrived in the queue.
Size	Size of the message in kilobytes.
Priority	Message priority (High, Medium, or Low).

General (Private Information Store)

[Overview](#)

Use the **General** property page to set a default for the number of days that deleted messages are retained as well as the default limits for the amount of disk space that each mailbox on the private information store can occupy. You can also use this property page to specify the public folder server for mailboxes on this private information store.

Note All mailboxes will use this limit as the default unless you override the limit in the [mailbox Limits property page](#).

[Deleted Item Retention Time](#)

[Issue Warning](#)

[Prohibit Send](#)

[Prohibit Send and Receive](#)

[Public Folder Server](#)

Deleted Item Retention Time

Type the number of days that deleted items in the information store are retained before they are deleted permanently.

Don't Permanently Delete Items Until the Store Has Been Backed Up

Select to ensure that items are not permanently deleted until the information store has been backed up (even if the number of days specified in the **Deleted item retention time** option has been exceeded).

Issue Warning

Sets a storage limit default for mailboxes on the private information store. Once a mailbox exceeds the designated size, a warning message is sent to the mailbox owner.

Prohibit Send (K)

Type a value that represents the maximum size (K) of message that the user can send without requiring that additional disk space be made available on the private information store.

Note The mailbox can still receive mail after the Prohibit Send value is exceeded.

Prohibit Send and Receive (K)

Type a value that represents the maximum size (K) of message that the user can send or receive without requiring that additional disk space be made available on the private information store.

Public Folder Server

Specify the server where all public folders created by users with mailboxes on the private information store are located. Designating a different public folder server assigns the responsibility for creating and managing public folders to that server.

For example, you can set up a single server in your site with the storage capacity and processing power to handle all public folders. You can then designate that server as the public folder server for your site.

Note The default location is the server where this information store is located.

Permissions (Private Information Store)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this private information store. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on the private information store. This properties page provides various default roles.

You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this private information store.
Modify Admin Attributes	Modify the administrator attributes associated with this private information store.
Delete	Delete this private information store.
Modify Permissions	Change permissions for this private information store.

Logons (Private Information Store)

Overview

Use the **Logons** property page to see information about the users who have logged on to the server's private information store.

<u>Column heading</u>	<u>Description</u>
User Name	The network user name. This is included in the default column view.
Mailbox	The mailbox display name. This is included in the default column view.
Windows NT Account	The Windows NT account name of the user who last logged on to this mailbox or public folder. This is included in the default column view.
Logon Time	The date and time that a user last logged on. This is included in the default column view.
Last Access Time	The date the user last logged on. This is included in the default column view.
Client Version	The version of the client that was used to log on to this mailbox or public folder. This is included in the default column view.
Code Page	The code page that the client is using.
Folder Ops	The total number of folder operations performed in the last 60 seconds, such as opening or closing a folder.
Full Mailbox Directory Name	The full e-mail address of the mailbox being accessed. This option is available only for the private information store.
Full User Directory Name	The name of the mailbox that is accessing the private information store.
Host Address	The Internet protocol (IP) address of the client.

Locale ID	The locale ID for the language the client is using.
Messaging Ops	The total number of messaging operations performed in the last 60 seconds, such as opening or closing a message.
Open Attachments	The total number of open attachments.
Open Folders	The total number of open folders.
Open Messages	The total number of open messages.
Other Ops	The total number of miscellaneous operations performed in the last 60 seconds.
Progress Ops	The total number of progress operations performed in the last 60 seconds. Progress operations inform the user about how long it will take to complete a task.
Stream Ops	The total number of stream operations performed in the last 60 seconds, such as viewing or changing an attachment.
Table Ops	The total number of table operations performed in the last 60 seconds, such as viewing the contents of a folder.
Total Ops	The total number of operations performed in the last 60 seconds.
Transfer Ops	The total number of transfer operations performed in the last 60 seconds, such as copying or moving a message.

-  Refresh Button
-  Columns Button

Refresh Button

Updates the **Logons** property page display.

Columns Button

Displays the **Columns** dialog box. Use this dialog box to specify which columns you want to display in the **Logons** property page, and the order in which you want them to appear.

Mailbox Resources (Private Information Store)

[Overview](#)

Use the **Mailbox Resources** property page to see resource information about mailboxes on the private information store, such as the total amount of storage space being used by a particular mailbox, and the total number of items in a mailbox.

You can customize the display of information in the **Mailbox Resources** property page by choosing **Columns** and selecting the columns you want to see and the order in which you want them to appear.

<u>Column heading</u>	<u>Description</u>
Mailbox	The name of this mailbox. This is included in the default column view.
Windows NT Account	The Windows NT account name of the user who last logged on to this mailbox. This is included in the default column view.
Total K	The total amount of disk space in kilobytes that this mailbox occupies on the private information store, including space consumed by messages, attachments, and hidden system information in the form of associated messages. This is included in the default column view.
Total no. Items	Total number of non-associated messages that are stored in the mailbox. This is included in the default column view.
Last Logon Time	Time that a user last logged on to this mailbox. This is included in the default column view.
Last Logoff Time	Time that a user last logged off this mailbox. This is included in the default column view.
Deleted Items K	The total amount of disk space in kilobytes occupied by retained, deleted items for this mailbox.
Full Mailbox Directory Name	The full e-mail address of the mailbox being accessed.
Storage Limits	The status relative to the storage limit.
Total no. Associated Messages	Total number of messages in the mailbox that represent hidden system information, such as forms, views, reply templates, and deferred action messages.

 [Refresh Button](#)

 [Columns Button](#)

Refresh Button

Updates the display with the latest information.

Columns Button

Displays the **Columns** dialog box. Use this dialog box to specify which columns you want to display in the **Mailbox Resources** property page, and the order in which you want them to appear.

General (Public Information Store)

[Overview](#)

Use the **General** property page to set the default storage limit for all new public folders created on this server. The storage limit represents the largest amount of space (in kilobytes) that a public folder and the information it contains can occupy in the public information store. Once the storage limit is reached, a warning message is sent to the public folder owner.

Note All public folders will default to these limits unless you override them in the [public folder Limits property page](#)

[Deleted Item Retention Time](#)

[Issue Warning](#)

Deleted Item Retention Time

Type the number of days that deleted items in the information store are retained before they are deleted permanently.

Don't Permanently Delete Items Until the Store Has Been Backed Up

Select to ensure that items are not permanently deleted until the information store has been backed up (even if the number of days specified in the **Deleted item retention time** option has been exceeded).

Issue Warning

Specify a storage limit default for public folders on this public information store. Once a public folder exceeds the designated space, a warning message is sent to all public folder contacts.

Instances (Public Information Store)

 [Overview](#)

 [See Also](#)

Use the **Instances** property page to create replicas of public folders that exist on other servers. A public folder replica is a duplicate of a public folder that you create on the local public information store of the server you are administering. You can create replicas of public folders from any site in your organization. Users within your site can view and access the public folder replica just as they would other public folders created within the site. During replication, changes made to the replica are sent out to all other replicas of the public folder throughout the organization.

Note You can also replicate public folders to servers in other sites on a per-folder basis using the [Public Folder Replicas](#) property page.

 [Public Folders](#)

 [Folders On This Information Store](#)

 [Add Button](#)

 [Remove Button](#)

 [Site](#)

 [Folder Path](#)

See Also

[Public Folder Replicas Property Page](#)

Public Folders

Lists the public folders available within the selected site that are not replicated to the server.

Folders On This Information Store

Lists the public folders on this public information store that are configured to replicate to the server.

Add Button

Adds the selected public folders to the list displayed in the **Folders On This Information Store** box. All folders on this list are replicated to the public information store.

Remove Button

Removes the selected public folder replica from the public information store.

Note You cannot remove the last replica of a public folder in its home site. To delete a folder completely, you must use Microsoft Outlook.

Site

Displays the sites in your organization.

Folder Path

Displays the path to the public folder.

Replication Schedule (Public Information Store)

 [Overview](#)

Use the **Replication Schedule** property page to indicate the times at which public folders in the public information store are replicated to other public folder replicas in your organization. The times you set in this page determine when replication occurs for all replicated public folders in this information store. You can override this schedule on a per-folder basis from the [Public Folder Replication Schedule](#) property page.

 [Never](#)

 [Always](#)

 [Selected Times](#)

 [Detail View](#)

 [Schedule Grid](#)

Never

Disables replication.

Always

Runs replication at the interval specified in the **Replicate Always Interval** box in the Public Information Store Advanced property page.

Permissions (Public Information Store)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this public information store. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this public information store. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this public information store.
Modify Admin Attributes	Modify the administrator attributes associated with this public information store.
Delete	Delete this public information store.
Modify Permissions	Change permissions for this public information store.

Age Limits (Public Information Store)

Overview

Use the **Age Limits** property page to set a time limit for storing messages in public folders and to set a default time limit for any newly created public folders in the public information store. Time limits determine how long messages can remain in a public folder before they expire and are deleted. They ensure that public folders don't get cluttered with outdated information.

You can view information about age limits for specific folders that exist on the public information store. You can also modify age limit settings for a particular public folder by double-clicking the entry.

<u>Column heading</u>	<u>Description</u>
Folder	Folder display name.
This Replica (days)	Current age limit for the replica of the folder in this public information store only.
All Replicas (days)	Current age limit for all replicas of the folder that exist throughout your organization.
Removed Older Than	Messages older than the number of days displayed have been deleted.
Delete Pending	Displays "True" when the public folder replica is about to be deleted, "False" if no deletion is pending. Public folder replica deletion occurs the next time public folders are replicated.
Total K	Total size of messages in kilobytes in the folder.
Folder Path	Organization and domain name in which the folder is located.

Age Limit For All Folders On This Information Store

Modify Button

Refresh Button

Columns Button

Columns Button

Displays the **Columns** dialog box. Use this dialog box to customize the display of information in the **Age Limits** property page by selecting the columns you want to see and the order in which you want them to appear.

Modify Button

Displays the **Modify Age Limits** dialog box. Use this dialog box to modify age limit settings for public folders.

Age Limit For All Folders On This Information Store

To set a message age limit default for all new public folders created on this public information store, select the check box, and then type a value (in days) in the edit box. To override this value on a per-folder basis, double-click a specific folder's entry in the **Folder** list and change the age limit settings.

Server Replication Status (Public Information Store)

[Overview](#)

By verifying the replication status of public folders and servers, you can determine whether public folders are up-to-date. Use the **Server Replication Status** properties page to view the replication status of all servers.

In addition, you can view the replication status of:

 All servers that a specific public folder is replicated on. Use the public folder [Folder Replication Status](#) property page for that folder.

 All public folders for a specific server by using the public information store [Folder Replication Status](#) property page for that server.

<u>Column heading</u>	<u>Description</u>
Server Name	The name of the server. This is included in the default column view.
Replication Status	In Sync indicates that there have been no changes to this replica since the last changes were sent. Local Modified indicates that the replica of the public folder on this server has changed and the changes have not yet been replicated throughout the site. This is included in the default column view.
Last Received Time	The last time the local server received updates from the selected server. This is included in the default column view.
Average Transmission Time	The average time it takes to send updates from the local server to the selected server. This is included in the default column view.
Last Transmission Time (sec)	The amount of time of the last transmission from the local server to the selected server. This is included in the default column view.

 [Refresh Button](#)

 [Columns Button](#)

Columns Button

Displays the **Columns** dialog box. Use this dialog box to customize the display of information in the **Server Replication Status** property page by selecting the columns you want to see and the order in which they appear.

Folder Replication Status (Public Information Store)

[Overview](#)

By verifying the replication status of public folders and servers, you can determine whether public folders are up-to-date. Use the public information store **Folder Replication Status** property page to view the replication status of public folders for a specific server.

In addition, you can view the replication status of:

 All servers that a specific public folder is replicated on. Use the public folder [Folder Replication Status](#) property page for that folder.

 All servers that a specific server replicates public folders with. Use the public information store [Server Replication Status](#) property page for that server.

<u>Column heading</u>	<u>Description</u>
Display Name	The public folder name as it appears in the Address Book. This is included in the default column view.
Last Received Time	The time the last update was received. This is included in the default column view.
Number of Replicas	The total number of replicas of this folder throughout the site. This is included in the default column view.
Replication Status	In Sync indicates that there have been no changes to this replica since the last changes were sent. Local Modified indicates that the replica of the public folder on this server has changed and that the changes have not been replicated throughout the site. This is included in the default column view.
Folder	The public folder name.

 [Refresh Button](#)

 [Columns Button](#)

Columns Button

Displays the **Columns** dialog box. Use this dialog box to customize the display of information in the **Folder Replication Status** property page by selecting the columns you want to see and the order in which you want them to appear.

Logons (Public Information Store)

[Overview](#)

Use the **Logons** property page to see information such as who is currently logged onto a public folder, and the time they logged on.

<u>Column heading</u>	<u>Description</u>
User Name	The network user name. This is included in the default column view.
Windows NT Account	The Windows NT account name of the user who last logged on to this mailbox or public folder. This is included in the default column view.
Logon Time	The date and time that a user last logged on. This is included in the default column view.
Last Access Time	The date the user last logged on. This is included in the default column view.
Client Version	The version of the client that was used to log on to this mailbox or public folder. This is included in the default column view.
Code Page	The code page that the client is using.
Folder Ops	The total number of folder operations performed in the last 60 seconds, such as opening or closing a folder.
Full User Directory Name	The name of the mailbox that is accessing the information store.
Host Address	The Internet protocol (IP) address of the client.
Locale ID	The locale ID for the language the client is using.
Messaging Ops	The total number of messaging operations performed in the last 60 seconds, such as opening or closing a message.
Open Attachments	The total number of open attachments.
Open Folders	The total number of open folders.
Open Messages	The total number of open messages.
Other Ops	The total number of miscellaneous operations performed in the last 60 seconds.
Progress Ops	The total number of progress operations performed in the last 60 seconds. Progress operations inform the user about how long it will take to complete a task.
Stream Ops	The total number of stream operations performed in the last 60 seconds, such as

viewing or changing an attachment.

Table Ops

The total number of table operations performed in the last 60 seconds, such as viewing the contents of a folder.

Total Ops

The total number of operations performed in the last 60 seconds.

Transfer Ops

The total number of transfer operations performed in the last 60 seconds, such as copying or moving a message.

-  Refresh Button
-  Columns Button

Columns Button

Displays the **Columns** dialog box. Use this dialog box to customize the display of information in the **Logons** property page by selecting the columns you want to see and the order in which you want them to appear.

Public Folder Resources (Public Information Store)

[Overview](#)

Use the **Public Folder Resources** property page to view information about public folder resource usage.

<u>Column heading</u>	<u>Description</u>
Display Name	The name of the public folder. This is included in the default column view.
Total K	The total amount of disk space in kilobytes that this folder occupies on the public information store, including space consumed by messages, attachments, and hidden system information in the form of associated messages. This is included in the default column view.
Total no. Items	Total number of non-associated messages that are stored in the folder. This is included in the default column view.
Created	The date the folder was created. This is included in the default column view.
Last Access Time	The date the folder was last accessed. This is included in the default column view.
No. of Owners	The number of users who have Folder Owner permission. This is included in the default column view.
No. of Contacts	The number of users who are designated as folder contacts for this folder. This is included in the default column view.
Folder	The name of the folder where messages are stored.
Folder Path	The name of the path where the folder is located.
Total no. Associated Messages	Total number of messages in the folder that represent hidden system information, such as forms, views, and reply templates.
Deleted Items K	The total amount of disk space in kilobytes occupied by retained, deleted items for this public folder.

[Refresh Button](#)

[Columns Button](#)

Columns Button

Displays the **Columns** dialog box. Use this dialog box to customize the display of information in the **Public Folder Resources** property page by selecting the columns you want to see and the order in which you want them to appear.

Advanced (Public Information Store)

 [Overview](#)

Use the **Advanced** property page to specify replication options.

 [Replicate Always Interval](#)

 [Replication Message Size Limit](#)

 [Defaults Button](#)

Replicate Always Interval

Sets the frequency at which public information store replication occurs when you select **Always** in the public information store **Replication Schedule** property page. Type a value (in minutes) in the **Replicate Always Interval** box.

Replication Message Size Limit

During replication, public folders communicate changes between replicas by sending mail messages. Type a value (in kilobytes) in the **Replication Message Size Limit** box to set a limit for the size of these messages.

Defaults Button

Use the system default values for **Replication Always Interval** and **Replication Message Size Limit**.

General (System Attendant)

Overview

Use the system attendant **General** property page to view the display and alias names and to maintain the message tracking log files. The system attendant generates e-mail addresses for new recipients and maintains message tracking log information. In addition, the system attendant monitors the connection status among Microsoft Exchange Server computers.

Message Tracking Log Files Maintenance

Administrative Note

Message Tracking Log Files Maintenance

Message tracking log files store messages based on a variety of criteria. To maintain these files, you can specify not to remove the old log files, or you can remove old log files after a specific number of days.

Permissions (System Attendant)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this system attendant. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this system attendant. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

This right	Gives the associated account rights to
Modify User Attributes	Modify the user attributes associated with this system attendant.
Modify Admin Attributes	Modify the administrator attributes associated with this system attendant.
Send As	Send messages as this system attendant.
Modify Permissions	Change permissions for this system attendant.

General (Organization)

Overview

Use the **General** property page to change the display name (up to 256 characters), which is the name that appears in the Address Book and in the Administrator window.

You provide the directory name when setting up Microsoft Exchange Server. This name cannot be changed.

Permissions (Organization)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the organization object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on the organization object. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts with Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

This right	Gives the associated account rights to
Add Child	Create objects below this object.
Modify User Attributes	Modify the user attributes associated with an object. For example, a user with this permission can modify the members of a distribution list.
Modify Admin Attributes	Modify administrator-level attributes associated with an object. For example, a user with this permission can modify the job title and display name fields in a mailbox.
Delete	Delete an object.
Replication	Replicate directory information with other servers.
Modify Permissions	Modify permissions on existing objects. For example, without this permission, a user could grant permissions to new mailboxes but could not modify permissions on existing ones.
Search	Enable the selected user account to view the contents of the container.

General (Messaging Site)

Overview

Use the **General** property page to change the display name (up to 256 characters), which is the name that appears in the Address Book and in the Administrator window.

You provide the directory name when setting up Microsoft Exchange Server. This name cannot be changed.

Permissions (Messaging Site)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the messaging site. Permissions you set on the messaging site are inherited by the site Recipients container. For example, a user with Mailbox Owner rights at the messaging site level automatically inherits Mailbox Owner rights for all recipients in the Recipients container.

You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this messaging site. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts with Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create additional recipient containers within this site.
Modify User Attributes	Modify the user attributes associated with an object.
Modify Admin Attributes	Modify the Administrator attributes associated with an object.
Delete	Delete an object.
Send As	Send messages as a mailbox. This is different from send on behalf of permissions because the person receiving the message cannot tell that the message has been sent by someone else. You delegate send on behalf of permissions using the Delivery Options property page .
Mailbox Owner	Log on to a mailbox and use it to send and receive messages.
Logon Rights	Log on to any server in the site using the Administrator program.
Replication	Replicate directory information with other servers.
Modify Permissions	Modify permissions on this object. For example, without this permission, a user can grant permissions to new objects but cannot modify permissions on existing ones.
Search	Enable the selected user account to view the contents of the container.

Permissions (Configuration Container)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the Configuration container. Permissions you set on the Configuration container are inherited by all objects and containers in the Configuration container. For example, a user with Modify Permissions rights on the Configuration container can modify permissions on all subordinate containers and objects.

You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on an object. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts with Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects subordinate to this object.
Modify User Attributes	Modify the user attributes associated with an object.
Modify Admin Attributes	Modify administrator-level attributes associated with an object.
Delete	Delete an object.
Send As	Send messages as a mailbox.
Mailbox Owner	Log on to a mailbox, and use it to send and receive messages.
Replication	Replicate directory information with other servers.
Modify Permissions	Change permissions on this object.
Search	Enable the selected user account to view the contents of the container.

Service Account Password (Configuration Container)

Overview

Allows you to change the password for the service account that is used to start Microsoft Exchange Server services. Changing the password in the **Service Account Password** property page updates all servers in the site with the new password information. Any errors encountered while attempting to update the service account password are logged to the Windows NT Event Log.

If you change the service account password on a clustered server, you must go to each secondary node and change the password associated with each service.

1. Go to Control Panel on the secondary node and choose **Services**.
2. Choose a service, and then choose **Startup**.
3. Under **Log On As**, select the service account and type the new password.
4. Repeat steps 2 and 3 for each service.

This enables each service to start correctly on each cluster node.

Account Name

Password

Confirm Password

Clustered Server

An enterprise-edition Windows NT Server that is running Microsoft Cluster Server software. Microsoft Cluster Server provides a high degree of reliability and protection against hardware failure on mission-critical systems.

A *cluster* comprises an active node and a secondary node. If the active node goes down, or if a critical service on the active node fails, the secondary node takes its place without interrupting service or dropping client connections. This transition is called a failover.

Account Name

Displays the name of the service account used to start Microsoft Exchange Server services on the servers in your site.

Password

Type the new service account password.

Confirm Password

Type the new service account password again.

General (Site Addressing)

 [Overview](#)

Use the **General** property page to modify the display name (the name that appears in the Administrator window), to view the directory name, and to set the following options:

 [Routing Calculation Server](#)

 [Share Address Space with Other X400 Systems](#)

Routing Calculation Server

Designate the server that is responsible for recalculating the routing table. The routing table contains all information about the gateways and connectors that are used to route messages outside the site. Routing information changes any time you perform an action that affects routing, such as adding a new gateway or removing an existing gateway. The routing table calculation takes all these changes into consideration and produces an updated routing table that is then replicated to every other server in the site as soon as the change is detected. Routing table calculation occurs at the interval you specify in the **Routing Calculation Schedule** property page.

Note The routing table is automatically recalculated every time a change is made that affects routing within a site.

Share Address Space with Other X400 Systems

Lets another non-Microsoft Exchange Server system share the same address space as the Microsoft Exchange Server site. This is particularly useful when you are transitioning from another system to Microsoft Exchange Server. For example, if Microsoft Exchange Server receives a message from an X.400 system and cannot find the recipient in Microsoft Exchange, the message can be routed to the system that is sharing the address space. This prevents the server from sending unnecessary non-delivery reports (NDRs).

Permissions (Site Addressing)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the Site Addressing object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on an object. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts with Inherited Permissions

Windows NT Accounts with Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects subordinate to this object.
Modify User Attributes	Modify the user attributes associated with an object.
Modify Admin Attributes	Modify the Administrator attributes associated with an object.
Delete	Delete an object.
Modify Permissions	Change permissions on this object.
Search	Enable the selected user account to view the contents of the container.

Site Addressing (Site Addressing)

Overview

Use the **Site Addressing** property page to create, edit, or remove partial e-mail addresses for this site. Partial e-mail addresses contain information specific to a site. For example, you can define an X.400 address for a site that contains only X.400-specific information. The next time you create a mailbox, this part of the address is used to generate a full X.400 e-mail address for the mailbox.

In addition, you can disable automatic e-mail address generation for individual address types you don't need. By specifying only those address types that you need, you can reduce network traffic and disk space usage when creating users.

E-Mail Addresses

Check Box

Edit Button

Remove Button

E-Mail Addresses

A list of all partial e-mail addresses that exist for this site. This information is used by various address generators to create full e-mail addresses for Microsoft Exchange recipients.

Check Box

Clear the check box next to an e-mail type that you want to disable partial e-mail generation for.

Note If your users send messages to or receive messages from a particular e-mail system, do not disable the partial e-mail addresses for that system unless you plan to create e-mail messages manually.

Edit Button

Select the partial e-mail address you want to modify, and choose **Edit** to open a dialog box containing various addressing options. When you edit an existing partial e-mail address, you can update addressing information for all Microsoft Exchange Server recipients with the new information.

Remove Button

Opens a dialog box in which you can specify the e-mail address type to remove from all recipient objects in the site.

Routing Calculation Schedule (Site Addressing)

Overview

The routing table must be recalculated after any change is made to routing. For example, if you add or remove a gateway or connector or change a **Connected Sites** or **Address Space** property page, you must recalculate for messages to be sent correctly. There are three ways to calculate the routing table.

 Use the automatic system update, which recalculates the table anytime a change is detected that affects routing.

 Set up a schedule and indicate the times at which the system automatically calculates the routing table.

 Manually force recalculation at any time.

The MTA automatically reads the routing table when it detects a change. There may be a delay between the time when the routing table is rebuilt and the time when the message transfer agent (MTA) starts using the new information to route messages.

Note The routing table is automatically rebuilt every time a change is made that affects routing in the site. You can manually rebuild the routing table on any server at any time by choosing the **Recalculate Routing** button in the MTA **General** property page or the **Recalculate Routing** button in the **Site Addressing Routing** property page.

 Never

 Always

 Selected Times

 Schedule Grid

Routing (Site Addressing)

Overview

Routing allows you to send mail to a certain range of addresses. For example, you can specify an address space, such as X.400 or Simple Mail Transfer Protocol (SMTP), and a value for the address space, such as the postoffice or network, and routing automatically generates the address table.

The **Routing** property page contains the following columns:

Column	Description
Type	Indicates the type of address space.
Value	Shows the values for the address space.
Cost	Shows the cost of sending a message to this site.

Recalculate Routing

Save As

Details

Recalculate Routing

Regenerates the address table.

Save As

Opens the **Save As** dialog box.

Details

Opens the **Routing Details** dialog box, where you can view detailed routing information.

General (DS Site Configuration)

Overview

Use the **General** property page to define a display name (the name that appears in the Administrator window), to view the directory name, and to set the following options:

Display name

Directory name

Tombstone Lifetime (Days)

Garbage Collection Interval (Hours)

Anonymous Account Button

Password

Confirm Password

Display name

Type a maximum of 256 alphanumeric characters, which can include spaces and special characters. If no name is provided, the system prompts for a value.

Directory Name

The name is defined during installation. It cannot be changed.

Tombstone Lifetime (Days)

Type the number of days that a tombstone exists before expiring. Tombstones are created any time you delete an object from the directory. It is the tombstone that is replicated to other servers, effectively deleting the corresponding directory entry on the other servers. The number that you enter here should be large enough to account for the time it takes the tombstone to be replicated throughout the organization and the length of time between server backups.

Garbage Collection Interval (Hours)

Type the number of hours representing the interval at which garbage is collected. During garbage collection, expired tombstones are permanently deleted from the system, and the directory is compacted for maximum efficiency.

Anonymous Account Button

Opens the **Anonymous Access Account** dialog box that allows you to set up an Anonymous account directory. This account allows the directory to access containers when anonymous users connect to Microsoft Exchange Server. This account is an internal account, such as the Guest account, used only by the directory. It is different from the account you set on individual containers for anonymous users.

Specify an existing anonymous Windows NT user account, or create a new anonymous user account. You must confirm a password for a new anonymous account.

Password

Type the password for the new anonymous account.

Confirm Password

Type the password for the new anonymous account again.

Permissions (DS Site Configuration)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the DS Site Configuration object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on an object. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects subordinate to this object.
Modify User Attributes	Modify the user attributes associated with an object.
Modify Admin Attributes	Modify the Administrator attributes associated with an object.
Delete	Delete an object.
Modify Permissions	Change permissions on this object.
Search	Enable the selected user account to view the contents of the container.

Offline Address Book Schedule (DS Site Configuration)

Overview

The offline Address Book must be generated before clients can download it to their local computers. There are two ways to generate the offline Address Book:

 Set up a schedule and indicate the times at which the system automatically generates the offline Address Book.

 Manually force offline Address Book generation at any time.

Note If you select **Always** to update the offline Address Book, the update begins at the beginning of the first grid block that you select. If you specify three two-hour intervals with only one hour in between, and it takes four hours to update your Address Book, the next regeneration starts at the beginning of the third two-hour cycle.

You can use the **Offline Address Book Schedule** property page to schedule the times at which a new off-line Address Book is automatically generated. If recipients are added, removed, or updated frequently, you can schedule offline Address Book generation more frequently to ensure that the offline Address Book is always current.

The **Offline Address Book Schedule** property page contains a schedule grid with rows representing days and columns representing 1-hour blocks or 15-minute blocks depending on the detail view you select. You can use the schedule grid to designate specific times or blocks of time when the offline Address Book is generated.

 Always

 Selected Times

 Schedule Grid

Offline Address Book (DS Site Configuration)

Overview

You can configure multiple offline Address Books that remote users can use to get information about other users in the organization. When connecting to a Microsoft Exchange Server computer remotely, users can download offline Address Books containing lists of recipients that you specify. Users can also download only the changes that occurred since the last download.

Remote users typically send messages to a regular group of addresses and require a subset of the global address list rather than the entire global address list for their organization.

Offline Address Book Server

Add Button

Remove Button

Generate All Button

Microsoft Exchange 4.0 and 5.0 compatibility Button

Offline Address Book Server

The offline Address Book server is the computer where the actual offline Address Book files are generated and stored. When users download the offline Address Book remotely to their local computers, a connection is made to a hidden offline Address Book public folder, and the files are read and copied from there.

If you have a large number of recipients in offline Address Books, for best performance, specify a server that is not busy doing other tasks.

Add Button

Opens the **Offline Address Book Container** dialog box that allows you to select the recipient container you want to use to generate the offline Address Book.

Remove Button

Removes selected offline Address Books from the **Address Books** box if you no longer want them to be available for download. All the offline Address Books can be removed except the default global address list.

Generate All Button

You can quickly generate an offline Address Book at any time. For example, if you have just added a number of new recipients to your organization and the offline Address Book schedule is configured to automatically generate the offline Address Book once a week, you can manually generate the offline Address Book to account for the newly added recipients.

Microsoft Exchange 4.0 and 5.0 compatibility Button

By default, Microsoft Exchange Server version 5.5 generates offline Address Books that are incompatible with the Microsoft Exchange Client versions 4.0 and 5.0. If users in your site are running these clients, select the **Microsoft Exchange 4.0 and 5.0 compatibility** button to configure Microsoft Exchange Server so it generates offline Address Books in a format that your clients support.

Custom Attributes (DS Site Configuration)

Overview

Custom attributes are particular characteristics associated with a recipient object. For example, property pages contain predefined attributes such as the mailbox name, address, city, state, and zip code. If you want to add more fields to a recipient, you can define up to 10 custom attributes. These attributes provide additional information about the recipient object, such as an employee identification number, that is specific to your organization.

Create custom attribute fields by typing any text in the **Values** column adjacent to the custom attribute (numbered 1 through 10) that you want to modify. The text you type appears as the custom attribute field label in the **Custom Attributes** property page for every recipient in your site.

Attributes (DS Site Configuration)

Overview

Attributes are particular characteristics associated with a recipient object. For example, property pages contain predefined attributes such as the mailbox name, address, city, state, and zip code.

You can determine which site directory attributes users can access based on their request type. For example, you can grant authenticated users access to all mailbox and public folder attributes, but grant anonymous users access only to mailbox attributes. Based on the request type, you can specify that certain attributes are available to individual requestors.

You can also specify whether an attribute should be replicated between sites. Because not all attributes are necessary for every site, you can save system resources by replicating only those attributes that are necessary.

Configure

Show attributes for

Configure

Select one of the following request types.

<u>Option</u>	<u>Description</u>
Anonymous requests	Select to configure or view the attributes that will be available to anonymous Lightweight Directory Access Protocol (LDAP) directory requests.
Authenticated requests	Select to configure or view the attributes that will be available to authenticated LDAP directory requests.
Inter-site replication	Select to configure or view the attributes that will be replicated between sites.

You use the **Show attributes for** box to select the specific recipients to view or configure attributes for.

Show attributes for

Select one of the following recipients:



All mail recipients



Distribution List



Mailbox



Public Folder



Remote Address

You view or configure the attributes in the attributes list. Select the checkboxes for those attributes you want the selected recipients to access.

General (Information Store Site Configuration)

Overview

Use the **General** property page to modify the display name (the name that appears in the Administrator window), to view the directory name, and to set the following options:

Public Folder Container

Enable Message Tracking

Public Folder Container

Select the recipient container where all new public folders created in this site will appear. For example, you can group all public folders in a recipient container called Public Folders. Grouping public folders makes it easier to locate a specific public folder in the Address Book and in the Administrator window.

Note Changing the public folder container changes the location where all new public folders are stored. This does not affect the public folders that have already been created. If no container is specified, the default is the recipient container for the site.

Enable Message Tracking

When message tracking for the information store is enabled, the system attendant creates a daily log file that contains routing information about all messages processed by the information store. You enable message tracking for messages processed by the message transfer agent (MTA) in the [MTA Site Configuration **General** property page](#).

Daily tracking log files are stored in the Exchsrvr\Tracking.log directory and use the following file naming convention:

YYYYMMDD.log

where *YYYY* is year, *MM* is month, and *DD* is day. For example, a file created on June 1, 1995, is called 19950601.log.

Note The date used to create log files is based on Coordinated Universal Time (UTC).

These daily log files are used by the Message Tracking Center to determine routing information for specific messages. Message tracking is turned off by default. You must turn message tracking on if you want log files generated. The Message Tracking Center cannot search for messages processed on days where no daily log file is present.

Permissions (Information Store Site Configuration)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the Information Store Site Configuration object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on an object. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects subordinate to this object.
Modify User Attributes	Modify the user attributes associated with an object.
Modify Admin Attributes	Modify the Administrator attributes associated with an object.
Delete	Delete an object.
Modify Permissions	Change permissions on this object.
Search	Enable the selected user account to view the contents of the container.

Top Level Folder Creation (Information Store Site Configuration)

Overview

Use the **Top Level Folder Creation** property page to specify which users can create top-level public folders in Microsoft Outlook. Top-level public folders are those that exist at the highest tier of the public folder tree. Limiting the number of people who can create top-level public folders lets you control the public folder hierarchy. Once a top-level folder is created, the owner of that folder can set permissions that allow other users to create subordinate folders below the top-level folder.

Allowed to Create Top Level Folders

Not Allowed To Create Top Level Folders

Modify Button

Allowed to Create Top Level Folders

A list of all users who can create top-level public folders. Select **All** to allow all users to create top-level public folders, or select **List**, and then choose **Modify** to open the Address Book where you can specify a list of users who can create top-level folders.

If you use a distribution list, you can specify that certain people in that list cannot create top-level folders by entering their names in the **Not allowed to create top level folders** box.

Once you have entered a name in the **Allowed to create top level folders** box, all other users are automatically prevented from creating top-level folders.

Note When both the **Allowed to create top level folders** and the **Not allowed to create top level folders** boxes are empty, everyone in the global address list can create top-level folders.

Not Allowed To Create Top Level Folders

A list of all users that cannot create top-level public folders. Select **None** to allow anyone to create top-level public folders. Or select **List**, and then choose **Modify** to open the Address Book where you can specify a list of users who cannot create top-level folders.

Modify Button

Choose **Modify** to open the Address Book, where you can select one or more users to add to either the **Allowed To Create Top Level Folders** or the **Not Allowed To Create Top Level Folders** boxes.

Storage Warnings (Information Store Site Configuration)

[Overview](#)

Use the **Storage Warnings** property page to set the times at which notification messages are sent to mailbox owners or public folder contacts who have exceeded the maximum amount of space allotted for their mailbox or public folder. You can set limits for mailboxes in the [private information store **General** property page](#) or in the [mailbox **Advanced** property page](#). You can set limits for public folders in the [public information store **General** property page](#) or the [public folder **Advanced** property page](#).

The **Storage Warnings** property page contains a schedule grid with rows representing days and columns representing 1-hour blocks or 15-minute blocks (depending on the detail view you select). You can use the schedule grid to designate specific times or blocks of time when notification is to occur.

[Never](#)

[Always](#)

[Selected Times](#)

[Detail View](#)

[Schedule Grid](#)

Public Folder Affinity (Information Store Site Configuration)

Overview

Use the **Public Folder Affinity** property page to configure Microsoft Exchange so that clients in your site can connect to public folders in other sites. By associating a cost with each site, you can determine the order in which the client attempts to connect to other sites. For example, if a client attempts to connect to a public folder that has multiple replicas in other sites, a connection is made to the site with the lowest cost first.

Sites

Public Folder Affinity

Add Button

Remove Button

Connected Site Cost

Sites

A list of all sites in your organization.

Public Folder Affinity

A list of all sites to which connections can potentially be established when a client attempts to connect to a public folder outside the site.

Add Button

Select a site in the **Sites** box, and choose **Add** to add it to the **Public Folder Affinity** box. When a client tries to connect to a public folder outside the site, Microsoft Exchange Server attempts to establish connections only with public folder replicas in sites that appear in the **Public Folder Affinity** box.

Remove Button

Select a site in the **Public Folder Affinity** box, and choose **Remove** to remove it from the **Public Folder Affinity** box. When a client tries to connect to a public folder outside the site, Microsoft Exchange Server attempts to establish connections only with public folder replicas in sites that appear in the **Public Folder Affinity** box.

Connected Site Cost

Connected site cost determines the preference between sites if a public folder replica is available in more than one site. Specify the routing cost of each site using the following steps:

1. In the **Public Folder Affinity** box, select a server.
2. In the **Connected Site Cost** box, specify the routing cost (0 to 100) for the selected site.

The default is 1. Public folders in sites with a cost of 0 are used first; public folders in sites with a cost of 100 are used only when all other replicas of the public folder are unavailable.

3. Choose **Set Value**.

General (MTA Site Configuration)

Overview

Use the **General** property page to modify the display name (the name that appears in the Administrator window), to view the directory name, and to set the following option:

Enable Message Tracking

Enable Message Tracking

When message tracking for the message transfer agent (MTA) is enabled, the system attendant creates a daily log file that contains routing information about all messages processed by the MTA. You enable message tracking for messages processed by the information store from the [Information Store Site Configuration **General** property page](#).

Daily tracking log files are stored in the Exchsrvr\Tracking.log directory and use the following file naming convention:

YYYYMMDD.log

where *YYYY* is year, *MM* is month, and *DD* is day. For example, a file created on June 1, 1995, is called 19950601.log.

Note The date used to create log files is based on Coordinated Universal Time (UTC).

These daily log files are used by the Message Tracking Center to determine routing information for specific messages. Message tracking is turned off by default. You must turn message tracking on if you want log files generated. The Message Tracking Center cannot search for messages processed on days where no daily log file is present.

Permissions (MTA Site Configuration)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on the MTA Site Configuration object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on an object. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Add Child	Create objects subordinate to this object.
Modify User Attributes	Modify the user attributes associated with an object.
Modify Admin Attributes	Modify the Administrator attributes associated with an object.
Delete	Delete an object.
Modify Permissions	Change permissions on this object.
Search	Enable the selected user account to view the contents of the container.

Messaging Defaults (MTA Site Configuration)

[Overview](#)

Use the **Messaging Defaults** property page to set the criteria for sending messages. This includes setting values such as association parameters, time-outs for sending urgent messages, connection retry times, and checkpoint sizes. The values apply to all messages processed in your site.

[RTS Values](#)

[Association Parameters](#)

[Connection Retry Values](#)

[Transfer Timeouts](#)

[Reset Default Values](#)

RTS Values

Reliable Transfer Service (RTS) values determine how often you want to verify information as it is being transferred, how long you want to wait after an error to restart the transfer, and how often you want a verification that another system has received your transfer.

<u>Option</u>	<u>Description</u>
Checkpoint size (K)	Sets amount of data to be transferred before a checkpoint is inserted. If an error occurs and the message must be retransferred, the process restarts from the most recent checkpoint. If you specify zero, no checkpoint is set. The default is 30. Checkpointing slightly reduces transmission speed. You should decrease the checkpoint size when the link is less reliable.
Recovery timeout (sec)	The amount of time after an error occurs that the MTA waits for a reconnection before deleting checkpointed information and restarting the transfer from the beginning. The default is 60.
Window size	The number of checkpoints that can go unacknowledged before data transfer is suspended. The greater the window size, the greater the transfer rate. The window size determines the amount of resources set aside for the receiving station. Specify window size only if the checkpoint size is greater than zero. The default is 5.

Association Parameters

Associations are paths that are opened to other systems. Each association is contained within a connection and is used to transfer messages to a system. You may have multiple associations in each connection. You can determine how long to keep an association, how long to wait for a response before disconnecting, and the number of messages you will let wait before you open another association.

Option	Description
Lifetime (sec)	The amount of time to keep an association open to a remote system after a message is sent. The default is 300.
Disconnect (sec)	The amount of time to wait for a response to a disconnect request before terminating the connection. The default is 120.
Threshold (msgs)	The maximum number of queued messages to a remote system. When this is exceeded, the MTA opens another association. The default is 50.

Connection Retry Values

Connection retry values determine how many times you want to try to open a connection and send a message and how long you want to wait to reopen a connection or resend a message after an error.

<u>Option</u>	<u>Description</u>
Max open retries	The maximum number of times the system tries to open a connection before it sends a non-delivery report (NDR). The default is 144.
Max transfer retries	The maximum number of times the system tries to transfer a message across an open connection. The default is 2.
Open interval (sec)	The amount of time to wait before attempting to reopen a connection after an error. The default is 600.
Transfer interval (sec)	The amount of time to wait before resending a message across an open connection after a previous attempt failed. The default is 120.

Transfer Timeouts

Messages of different priorities require different levels of attention. For example, an urgent message is processed more quickly than a non-urgent message. If a transfer fails, you must determine how long to wait before sending a non-delivery report (NDR). The transfer timeout is the amount of time to wait before sending that NDR. You can assign a different amount of time for each message priority.

Option	Description
Urgent	The amount of time (in sec/K) to wait before sending an NDR for an urgent message. The default is 1000.
Normal	The amount of time (in sec/K) to wait before sending an NDR for a normal message. The default is 2000.
Non-urgent	The amount of time (in sec/K) to wait before sending an NDR for a non-urgent message. The default is 3000.

Reset Default Values

Resets each of the values in the **Messaging Defaults** property page to its default setting.

General (Site Connector)

Overview

Use the **General** property page to view the name of the site to which you are connecting, specify the connection cost, and add an administrative note.

Display Name

Directory Name

Target Site

Cost

Administrative Note

Messaging Bridgehead in the Local Site

Directory name

Type an informative and descriptive name (up to 64 alphanumeric characters). This permanent name identifies the Site Connector in the directory and is used in event log messages. You can modify this name only when creating a Site Connector. This name is not case-sensitive.

Display name

Type the name (up to 256 alphanumeric characters) that will be displayed in the Administrator window. This name is not case-sensitive.

Target Site

Displays the name of the site that contains the server that you specified when you created the Site Connector. This name cannot be modified.

Cost

Type a cost between 1 and 100. The lowest cost of all active connections is chosen. The default is 1.

Messaging Bridgehead in the Local Site

Select one server to be dedicated to sending messages to remote sites.

Any Server

Any server in the local site can send messages to the remote site. This is the default setting.

Specific Server

Select a specific server in the local site to send messages to the remote site.

Permissions (Site Connector)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this Site Connector. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this Site Connector. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the User attributes associated with this Site Connector.
Modify Admin Attributes	Modify the Administrator attributes associated with this Site Connector.
Delete	Delete this Site Connector.
Modify Permissions	Change permissions for this Site Connector.

Target Servers (Site Connector)

Overview

A target server is a server in a remote site selected to handle message transfer for that site. **Target server costs** determine the preference between servers in a target site if more than one is available. All mail is sent to the server with the lower cost. If two or more servers are available with the same cost, the load placed on servers in the remote site is roughly equal.

Site Servers

Target Servers

Add Button

Remove Button

Target Server Cost

Set Value

Set Value

Configures the value you type in **Target server cost** box.

The default is 1. Servers with a cost of 0 are used first; servers with a cost of 100 are used only when all other servers are unavailable. If two or more servers are available with the same cost, the load placed on servers in the remote site is roughly equal.

Site Servers

Lists all servers in the remote site. The server you specified when you configured the new Site Connector is automatically entered in the **Target Servers** box with a routing cost of 1.

Target Servers

Lists all servers in the remote site selected to handle message transfer for that site and the cost associated with that server. The server you specified when you configured the new Site Connector is automatically entered in the **Target Servers** box with a routing cost of 1.

Add Button

Adds the selected server to the list of target servers.

Remove Button

Stops the selected server from being used as a target server in the remote site.

Target Server Cost

Target server costs determine the preference between servers in a target site if more than one is available. Specify the routing cost of each target server using the following steps:

1. In the **Target Servers** box, select a server.
2. In the **Target Server Cost** box, specify the routing cost (0 to 100) for the selected server.

The default is 1. Servers with a cost of 0 are used first; servers with a cost of 100 are used only when all other servers are unavailable. If two or more servers are available with the same cost, the load placed on servers in the remote site is roughly equal.

3. Choose **Set Value**.

Address Space (Site Connector)

Overview

The X.400 address of the remote site is automatically entered in the **Address Space** property page when the Site Connector is created. You can define the type and format of addresses used to identify messages to another site. Each entry is called an *address space* and contains only as much of the address as is necessary to distinguish messages that should be sent through this connector. You need to specify only the address space options that uniquely identify the route to the site.

Specify only as much of the address information as necessary to distinguish messages that should be routed to the connected site. For example, if you want to route every message with a Simple Mail Transfer Protocol (SMTP) address to the remote site, you should create a new Internet entry with an asterisk (*) in the address field. This matches all messages with a non-local SMTP address type and routes each to the remote site.

Note An asterisk (*) can be used for a multicharacter wildcard in an address space. A percent symbol (%) can be used for a single character wildcard.

Type Column

Address Column

Cost Column

New General Button

New X.400 Button

New MS Mail Button

New Internet Button

Edit Button

Remove Button

Type Column

Displays the type of address (such as X.400 or SMTP).

Address Column

Displays the address space for which the connector is responsible.

Cost Column

Routing costs determine the preference between multiple routes to a remote site. The cost associated with each address space is used to optimize message routing to the foreign system but does not affect message reception. All mail is sent using the address with the lowest cost. If two or more routes are available with the same cost, the load placed on the routes is roughly equal. Address space costs range from 1 to 100.

New General Button

Opens the **General Address** dialog box to add a new general address for the remote site. Enter the address type, full address information for the site, and the routing cost.

New X.400 Button

Opens the **X.400 Address** dialog box to add a new X.400 address space. In the various address information boxes, type the X.400 address space. For information and guidelines on X.400 address formats, see *Microsoft Exchange Server Concepts and Planning*.

New MS Mail Button

In the various address information boxes, type the required Microsoft Mail address information. For information and guidelines on Microsoft Mail address formats, see *Microsoft Exchange Server Concepts and Planning*.

New Internet Button

Adds a Simple Mail Transfer Protocol (SMTP) address space. Enter the domain name or IP address that this connector will be responsible for.

Edit Button

Modifies addressing information for the selected address space.

Remove Button

Deletes the selected address space.

Override (Site Connector)

Overview

Use the **Override** property page when the service account of the local site lacks service account permissions in the remote site. If a target server does not have a Windows NT Server trust relationship with the local site, it may be necessary to provide access permissions in order for the message transfer agents (MTAs) to send mail. To avoid any permissions-related problems, use the Microsoft Exchange Server service account for the remote site.

The **Connect As** options are:

 Windows NT Username

 Password

 Confirm Password

 Windows NT Domain Name

Windows NT Username

Type the name used to log on to the target server.

Password

Type the user's password.

Confirm Password

Type the user's password again.

Windows NT Domain Name

Type the name of the target server's Windows NT Server domain.

General (Dynamic RAS Connector)

Overview

Use the **General** property page to specify connector names, server names, and message size. You can also select a transport stack and add an administrative note.

Display Name

Directory Name

Remote Server Name

MTA Transport Stack

Phone Book Entry

RAS Phone Book

Refresh List

Message Size

Administrative Note

Directory Name

Type an informative and descriptive name (up to 64 alphanumeric characters). This permanent name identifies the Dynamic RAS Connector in the directory and is used in event log messages. You can modify this name only when creating a new transport stack. This name is not case-sensitive.

Display Name

Type the name (up to 256 alphanumeric characters) that will be displayed in the Administrator window. This name is not case-sensitive.

Remote Server Name

Type the name of the server to which you want to connect.

MTA Transport Stack

The MTA transport stack that will be used for the Dynamic RAS Connector.

Phone Book Entry

Type the RAS phone book name for the remote server, select a phone book from the list, or choose **RAS Phone Book** to add a RAS phone book entry. Choose **Refresh List** to update the list with your new phone book entries.

RAS Phone Book Button

Displays the Remote Access window. Use the window to add or edit a RAS Phone Book entry.

Refresh List

Updates the list with new phone book entries.

Message Size

Configures the maximum size of messages transported through the Dynamic RAS Connector. Choose **No Limit** to enable transfer of any message size. To limit the message size, choose **Maximum (K)** and specify a number between 1 and 9,999,999 KB.

Permissions (Dynamic RAS Connector)

Overview

Use the Permissions property page to specify the rights that users or groups have on this Dynamic RAS Connector. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this Dynamic RAS Connector. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the User attributes associated with this Dynamic RAS Connector.
Modify Admin Attributes	Modify the Administrator attributes associated with this Dynamic RAS Connector.
Delete	Delete this Dynamic RAS Connector.
Modify Permissions	Change permissions for this Dynamic RAS Connector.

Schedule (Dynamic RAS Connector)

Overview

Use the **Schedule** property page to control when and how often this Dynamic RAS Connector becomes active. It contains a schedule grid with rows representing days and columns representing 1-hour blocks or 15-minute blocks depending on the detail view that you select. You can use the schedule grid to designate specific times or blocks of time when the Dynamic RAS Connector will become active.

Remote Initiated

Never

Always

Selected Times

Detail View

Schedule Grid

Remote Initiated

Select **Remote Initiated** to send messages queued at this message transfer agent (MTA) only when the remote MTA connects to this MTA. Only one of the two MTAs can be configured for remote initiation; otherwise, messages will not be delivered.

RAS Override (Dynamic RAS Connector)

Overview

Use the **Override** property page to provide authentication credentials to connect to the remote site.

The **Connect As** options are as follows:

Windows NT Username

Password

Confirm Password

Windows NT Domain Name

Optional Phone Numbers

Optional Phone Numbers**MTA Callback Number**

Type the number for the remote MTA to call back into the local MTA.

Overriding Phone Number

Type the number for connecting to the remote site, instead of the phone number listed in the RAS phone book.

MTA Override (Dynamic RAS Connector)

Overview

Use the **Override** property page to change the default Microsoft Exchange Server MTA attributes for the Dynamic RAS Connector. Override options should be used only when necessary to match the configuration of the remote Microsoft Exchange Server.

RTS Values

Connection Retry Values

Association Parameters

Transfer Timeouts

Reset Default Values Button

RTS Values

Use the **MTA Override** property page to match the configuration of the remote Microsoft Exchange Server. This does not affect message transfer over any other connector. If you do not specify an override value, the MTA uses the default values.

<u>Option</u>	<u>Definition</u>
Checkpoint size (K)	<p>Sets the amount of data to be transferred before a checkpoint is inserted. If an error occurs and the message must be transferred again, the process restarts from the most recent checkpoint.</p> <p>If you specify zero, no checkpoint is set. The default is 30.</p> <p>Using a checkpoint slightly reduces transmission speed. You should decrease the checkpoint size when the connection is less reliable.</p>
Recovery timeout (sec)	<p>Determines the amount of time after an error occurs that the MTA waits for a reconnection before deleting checkpointed information and restarting the transfer from the beginning.</p> <p>The default is 60.</p>
Window size	<p>The number of checkpoints that can go unacknowledged before data transfer is suspended. The greater the window size, the greater the transfer rate. The window size determines the amount of resources set aside for the receiving station.</p> <p>Specify window size only if the checkpoint size is greater than zero. The default is 5.</p>

Connection Retry Values

Use the **MTA Override** property page to specify how many times the MTA should try to establish a connection.

<u>Option</u>	<u>Description</u>
Max Open Retries	<p>The maximum number of times the system tries to open a connection before it sends a non-delivery report (NDR). The default is 144.</p>
Max Transfer Retries	<p>The maximum number of times the system tries to transfer a message across an open connection. The default is 2.</p>
Open Interval (sec)	<p>The amount of time to wait before attempting to reopen a connection after an error. The default is 600.</p>
Transfer Interval (sec)	<p>The amount of time to wait before resending a message across an open connection after a previous attempt failed. The default is 120.</p>

Association Parameters

Use the **MTA Override** property page to set or modify the association parameters between MTAs.

<u>Option</u>	<u>Description</u>
Lifetime (sec)	The amount of time to keep an association open to a remote system after a message is sent. The default is 300.
Disconnect (sec)	The amount of time to wait before terminating a connection due to a previously terminated association. The default is 120.
Threshold (msgs)	The maximum number of queued messages to a remote system. When this is exceeded, the MTA opens another association. The default is 50.

Transfer Timeouts

Type the number of seconds between transfer retries for each of the following types of messages:

<u>Message Type</u>	<u>Description</u>
Urgent	The amount of time (in sec/K) to wait before sending an NDR for an urgent message. The default is 1000.
Normal	The amount of time (in sec/K) to wait before sending an NDR for a normal message. The default is 2000.
Non-urgent	The amount of time (in sec/K) to wait before sending an NDR for a non-urgent message. The default is 3000.

Reset Default Values Button

Resets all current values to the defaults.

Connected Sites (Dynamic RAS Connector)

Overview

When the Dynamic RAS Connector is used to connect to an existing Microsoft Exchange Server organization, use the **Connected Sites** property page to ensure that directory replication can take place and that other connectors in the organization can be accessed.

Note Connected sites should list only those sites that are directly adjacent to the connector. Knowledge of all other sites will be inherited automatically through directory replication.

Organization Column

Site column

Routing address column

Cost Column

New Button

Edit Button

Remove Button

Routing address column

Displays the e-mail routing address for the connected site. In the **Properties** dialog box for the connected site, select the **Routing Address** tab and choose **Edit** to make changes to the routing address.

Remove Button

Deletes the selected connected site.

Edit Button

Displays the **Properties** dialog box for the connected site. Use the **General** and **Routing Address** property pages to make changes.

New Button

Displays the **Properties** dialog box. Use the **General** and **Routing Address** properties pages to specify information for the new connected site.

Site Column

Displays the connected site name.

Organization Column

Displays the name of the organization associated with the connected site.

Address Space (Dynamic RAS Connector)

Overview

The X.400 address of the remote site is automatically entered in the **Address Space** property page when the Dynamic RAS Connector is created. You can define the type and format of addresses used to identify messages to another site. Each entry is called an *address space* and contains only as much of the address as is necessary to distinguish messages that should be sent through this connector. You need to specify only the necessary address space options that uniquely identify the route to the site.

The cost associated with each address space is used to optimize message routing to the foreign system but does not affect message reception. All mail is sent using the address with the lowest cost. If two or more routes are available with the same cost, the load placed on the routes is roughly equal. Address space costs range from 1 to 100.

Note An asterisk (*) can be used for a multicharacter wildcard in an address space. A percent symbol (%) can be used for a single character wildcard.

Type Column

Address Column

Cost Column

New General Button

New X.400 Button

New MS Mail Button

New Internet Button

Edit Button

Remove Button

Delivery Restrictions (Dynamic RAS Connector)

 [Overview](#)

Use the **Delivery Restrictions** property page to accept or reject messages from any sender listed in the directory. For example, if a message is addressed to a remote Microsoft Exchange Server site, it is returned to the sender if the sender's address is in the **Reject messages from** box.

 [Accept Messages From](#)

 [Reject Messages From](#)

 [Modify Button](#)

Options (Exchange Menu)

You can specify default settings that will be used when you create Microsoft Exchange Server mailboxes using Windows NT User Manager. For example, you can specify that Microsoft Exchange Server always deletes a mailbox when its associated Windows NT account is deleted.

Properties (Exchange Menu)

Enables you to view or modify properties for the mailbox associated with the selected Windows NT account.

Help on Creating Mailboxes (Exchange Menu)

See Also

You can create new mailboxes using Windows NT User Manager or the Microsoft Exchange Server Administrator program. The Microsoft Exchange Server extension to Windows NT User Manager allows you to automatically create new mailboxes at the same time as you create new Windows NT accounts. You can also set other defaults that will be used when setting up Windows NT accounts and mailboxes.

For more information about creating mailboxes, see *Microsoft Exchange Server Getting Started*.

See Also

[Creating New Mailboxes](#)

Creating New Mailboxes

Use one of the following mailbox creation options:



[Creating a Mailbox Using the Administrator Program](#)



[Creating a Mailbox Using the Windows NT User Manager](#)



[Creating a Mailbox Using a New Windows NT User Account](#)

Creating a Mailbox Using the Administrator Program

You use the Administrator program to create a mailbox for one or more existing Windows NT user accounts, or you can use it to create a new Windows NT account as part of creating the mailbox. Whether you create a mailbox in the Administrator program or directly in Windows NT, the configuration process is the same.

1. In the Administrator window, choose **Recipients**.
2. From the **File** menu, choose **New Mailbox**.

Creating a Mailbox Using the Windows NT User Manager

You can use the Windows NT User Manager program to create a mailbox. When a new account is created, you can configure it for the user. The configuration specifies the user's name, password, access to account groups, a user profile, time duration for accessibility, logon, and account information.

1. From the **User** menu in the Windows NT User Manager, choose **New User**.
2. Type the account information, and then choose **Add**.
3. In the **Connect to server** dialog box, type the name of the Microsoft Exchange Server where you want to create the mailbox.

Option	Description
User name	A unique name of up to 20 characters to identify the user account.
Full Name	The user's complete name.
Description	Any text describing the user account or the user.
Password	A unique password for this user account. A password can be up to 14 characters (and a minimum of 4 characters) and is case-sensitive.
Confirm Password	Type the password again to confirm that you have entered it correctly.
User Must Change Password at Next Logon	The user must create a new password at the next logon.
User Cannot Change Password	The user cannot change the assigned password.
Password Never Expires	Does not prompt the user to change the password because the password never expires.
Account	Stops access to the account.

**Disabl
ed**

Creating a Mailbox Using a New Windows NT User Account

Before setting up the mailbox, determine if more than one Windows NT user will access it. If you configure a mailbox for a single user, the mailbox is associated with the Windows NT user account. If you configure a mailbox for several users, the mailbox is associated with each member's Windows NT user account.

1. In the Windows NT Program Manager, open the **Administrative Tools** program group.
2. Double-click **User Manager for Domains**.
3. From the **Exchange** menu, choose **Options**.
4. Select an option.

<u>Option</u>	<u>Description</u>
Always create an Exchange mailbox when creating Windows NT accounts	Sets up a new mailbox recipient at the same time as a new Windows NT account is created.
Always delete the Exchange mailbox when deleting Windows NT accounts	Deletes the Microsoft Exchange Server mailbox when the associated Windows NT account is deleted.
Always prompt for Microsoft Exchange server	Prompts for a server name to connect to when the mailbox is created.

Default Uses the server you designate as
the default server for each new
mailbox created.

**Microsoft
Exchange
Server**

Default If **None** is selected, no default
recipient container is displayed. If
Microsoft Exchange Server recipient
container is displayed.

**Microsoft
Exchange
Server
Recipient
Container**

About Microsoft Exchange User Manager Extension... (Exchange Menu)

Displays information about your copy of Microsoft Exchange User Manager Extension, including the version number, and the copyright, legal, and licensing notices.

Exchange (Help Menu)

Displays the Help Finder window. The Help Finder window contains three tabbed pages that provide access to all topics in the Microsoft Exchange Server Help system.



Contents

Displays a graphical outline of Help topics.



Index

Displays an alphabetical index of Help topics.



Find

Provides access to full-text search capabilities.

Note For more information on using the Help Finder window, open the window and press F1.

General (Options)

The **General** property page enables you to specify default settings that will be used when you use the Windows NT User Manager to create Windows NT accounts that are associated with Microsoft Exchange Server mailboxes.

- Always create an Exchange mailbox when creating Windows NT accounts
- Always delete the Exchange mailbox when deleting Windows NT accounts
- Always prompt for Microsoft Exchange server
- Default Microsoft Exchange Server
- Default Microsoft Exchange Recipients Container

Always create an Exchange mailbox when creating Windows NT accounts

Sets up a new mailbox recipient at the same time as a new Windows NT account is created. This option is selected by default.

Always delete the Exchange mailbox when deleting Windows NT accounts

Deletes the Microsoft Exchange Server mailbox when the associated Windows NT account is deleted. This option is selected by default.

Always prompt for Microsoft Exchange server

Prompts for a server name to connect to when the mailbox is created. You can use this option to specify the mailbox's home server.

Default Microsoft Exchange Server

Uses the server you designate as the default server for each new mailbox.

Default Microsoft Exchange Recipients Container

If **None** is selected, new mailboxes will be available in the recipient container of the server to which you are currently connected. Clear **None** to select another recipient container that will be used for new mailboxes.

General (X.400 Connector)

 [Overview](#)

Use the **General** property page to set the following options:

 [Display Name](#)

 [Directory Name](#)

 [Remote MTA Name](#)

 [Remote MTA Password](#)

 [MTA Transport Stack](#)

 [Message Text Word-Wrap](#)

 [Remote Clients Support MAPI](#)

 [Administrative Note](#)

Directory Name

Type an informative and descriptive name (up to 64 alphanumeric characters) for the message transfer agent (MTA) transport stack. This permanent name identifies the connector in the directory and is used in event log messages. You can modify this name only when creating a new connector. This name is not case-sensitive.

Display Name

Type the name (up to 256 alphanumeric characters) that will be displayed for the connector in the Administrator window. This name is not case-sensitive.

Remote MTA Name

Specify the name of the remote message transfer agent (MTA). Type a name of up to 32 characters. This name is not case-sensitive.

Remote MTA Password

Specify the password (up to 64 characters) of the remote message transfer agent (MTA). This password is case-sensitive.

Transport Stack

Select an X.400 message transport. The message transfer agent (MTA) transport stack is used to provide a network connection between two sites, or between a site and a foreign X.400 system. You can use an MTA transport stack installed on any computer in your site running Microsoft Exchange Server. Messages are automatically routed through the server where the MTA transport stack is installed.

If the transport stack you want to use does not appear in this list, you must install it or verify that information about an installed stack has been replicated to this server.

Message Text Word-Wrap

Indicate whether to insert a carriage return at a specific column in outgoing message text. Select **Never** (default) if you do not want to insert carriage returns in the text of outgoing messages. Or select **At Column**, and type a value representing the column number where a carriage return will be inserted.

Remote Clients Support MAPI

You can configure the X.400 Connector to send outbound messages with rich text characters such as bold, color, and italic. Rich text also provides the ability to position attachments. Rich text is a feature that should be used only when the recipient client software is MAPI compliant.

If you do not select the **Remote Clients Support MAPI** check box, attachments will be sent to the foreign system as separate X.400 messages. Rich text format, icons and their rendering positions, and OLE attachments and their rendering positions are discarded before message transfer. If you select this option and the foreign system does not support MAPI, the foreign system displays an extra attachment called WINMAIL.DAT.

Permissions (X.400 Connector)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this X.400 Connector. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this X.400 Connector. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this X.400 Connector.
Modify Admin Attributes	Modify the administrator attributes associated with this X.400 Connector.
Delete	Delete this X.400 Connector.
Modify Permissions	Change permissions for this X.400 Connector.

Schedule (X.400 Connector)

Overview

Use the **Schedule** property page to control when and how often this X.400 Connector becomes active. It contains a schedule grid with rows representing days and columns representing 1-hour blocks or 15-minute blocks depending on the detail view you select. You can use the schedule grid to designate specific times or blocks of time when the X.400 Connector will become active.

Remote Initiated

Never

Always

Selected Times

Detail View

Schedule Grid

Remote Initiated

Select **Remote Initiated** to send messages queued at this message transfer agent (MTA) only when the remote MTA connects to this MTA. Both MTAs must have the two-way alternate option selected. Only one of the two MTAs can be configured for remote initiation; otherwise, messages won't be delivered.

Override (X.400 Connector)

Overview

Use the **Override** property page to change the default Microsoft Exchange Server message transfer agent (MTA) attributes when using a specific X.400 Connector. Override options should be used only when necessary to establish communication with a foreign system. For example, you can configure an override MTA name and/or password to be used when connecting to a foreign system if the local MTA name and/or password are longer than the foreign system can accept. This does not affect message transfer over any other connector.

You also use this property page to configure message transfer to a particular foreign system manually. This does not affect message transfer over any other connector. If you do not specify an override value, the MTA uses the default values when connecting to a foreign system.

Local MTA Name

Local MTA Password

RTS Values

Connection Retry Values

Association Parameters

Transfer Timeouts

Local MTA Name

The name to be used when the Microsoft Exchange Server name is too long or contains characters that the foreign system message transfer agent (MTA) cannot accept.

Note The **Local MTA Name** and **Local MTA Password** can be used to override what is specified in the MTA **General** property page under the Servers container.

Local MTA Password

The local password that the foreign X.400 message transfer agent (MTA) uses to connect to the Microsoft Exchange Server computer.

Note The **Local MTA Name** and **Local MTA Password** can be used to override what is specified in the MTA **General** property page under the Servers container.

RTS Values

Use RTS values to modify values for checkpoint size, recovery timeout, and window size. If you do not specify an override value, the message transfer agent (MTA) uses the default values or negotiates a configuration automatically when connecting to a foreign system.

<u>Option</u>	<u>Definition</u>
Checkpoint size (K)	<p>Sets the amount of data to be transferred before a checkpoint is inserted. If an error occurs and the message must be retransferred, the process restarts from the most recent checkpoint.</p> <p>If you specify zero, no checkpoint is set. The default is 30.</p> <p>Using a checkpoint slightly reduces transmission speed. You should decrease the checkpoint size when the connection is less reliable.</p>
Recovery timeout (sec)	<p>Determines the amount of time after an error occurs that the MTA waits for a reconnection before deleting checkpointed information and restarting the transfer from the beginning.</p> <p>The default is 60.</p>
Window size	<p>The number of checkpoints that can go unacknowledged before data transfer is suspended. The greater the window size, the greater the transfer rate. The window size determines the amount of resources set aside for the receiving station.</p> <p>Specify window size only if the checkpoint size is greater than zero. The default is 5.</p>

Connection Retry Values

Use the **Override** property page to specify how many times the message transfer agent (MTA) should try to establish a connection. If you do not specify an override value, the MTA uses the default values or negotiates a configuration automatically when connecting to a foreign system.

<u>Option</u>	<u>Description</u>
Max Open Retries	The maximum number of times that the system tries to open a connection before it sends a non-delivery report (NDR). The default is 144.
Max Transfer Retries	The maximum number of times that the system tries to transfer a message across an open connection. The default is 2.
Open Interval (sec)	The amount of time to wait before attempting to reopen a connection after an error. The default is 600.
Transfer Interval	The amount of time to wait before resending a

(sec) message across an open connection after a previous attempt failed. The default is 120.

Association Parameters

Use the **Override** property page to set or modify the association parameters between message transfer agents (MTAs). If you do not specify an override value, the MTA uses the default values or negotiates a configuration automatically when connecting to a foreign system.

<u>Option</u>	<u>Description</u>
Lifetime (sec)	The amount of time to keep an association open to a remote system after a message is sent. The default is 300.
Disconnect (sec)	The amount of time to wait before terminating a connection due to a previously terminated association. The default is 120.
Threshold (msgs)	The maximum number of queued messages to a remote system. When this is exceeded, the MTA opens another association. The default is 50. The threshold value is used to avoid messages being submitted to the Microsoft Exchange Server MTA queue faster than they are dispatched. When the threshold value is exceeded, the MTA opens another association to the remote system MTA.

Transfer Timeouts

Use the **Override** property page to set the number of times the message transfer agent (MTA) will try to transfer urgent, normal, or nonurgent messages. If you do not specify an override value, the MTA uses the default values or negotiates a configuration automatically when connecting to a foreign system.

<u>Option</u>	<u>Description</u>
Urgent	The amount of time (in sec/K) to wait before sending an NDR for an urgent message. The default is 1000.
Normal	The amount of time (in sec/K) to wait before sending an NDR for a normal message. The default is 2000.
Non-urgent	The amount of time (in sec/K) to wait before sending an NDR for a non-urgent message. The default is 3000.

Connected Sites (X.400 Connector)

Overview

When the X.400 Connector is used to connect to an existing Microsoft Exchange Server organization, use the **Connected Sites** property page to ensure that directory replication can take place, and that other connectors in the organization can be accessed.

Note Connected sites should list only those sites that are directly adjacent to the connector. Knowledge of all other sites will be inherited automatically through directory replication.

-  Organization
-  Site
-  Routing Address
-  Cost
-  New Button
-  Edit Button
-  Remove Button

Organization

The name of the organization using Microsoft Exchange Server. This is the directory name of the organization container.

Site

The name of the site with which to connect.

Routing Address

Displays the e-mail routing address for the connected site. In the **Properties** dialog box for the connected site, select the Routing Address tab, and choose **Edit** to make changes to the routing address.

New Button

Displays the General and Routing Address property pages so you can add the selected site to the list of connected sites.

Edit Button

Displays the General and Routing Address property pages so you can edit the selected site to the list of connected sites.

Remove Button

Removes the selected connected site from the **Connected Sites** box.

Cost

Type a number from 1 through 100. Connected site costs determine the preference between bridgehead servers if more than one is available. If two or more servers are available with the same cost, the load placed on servers in the remote site is roughly equal. The default is 1.

Address Space (X.400 Connector)

[Overview](#)

Use the **Address Space** property page to define the type and format of addresses used to identify messages to another site or foreign system. Each entry is called an *address space* and contains only as much of the address as is necessary to distinguish messages that should be sent through this connector. You need to configure only the necessary X.400 address space options to uniquely identify the route to the site or foreign system.

For example, if you want to use this connector to route only X.400 messages to a foreign system called Ferguson and Bardell (FAB), you type the following in the **Address Space** property page:

```
Private Management Domain Name (p) = FAB  
Administrative Management Domain Name (a) = mci  
Country (c) = us
```

The cost associated with each address space is used to optimize message routing to the foreign system but does not affect message reception. All mail is sent using the address with the lowest cost. If two or more routes are available with the same cost, the load placed on the routes is roughly equal. Routing costs range from 1 to 100.

Note The **Connected Sites** property page also contains address information but is used only when connecting to other Microsoft Exchange Server sites.

[Type Column](#)

[Address Column](#)

[Cost Column](#)

[New General Button](#)

[New X.400 Button](#)

[New MS Mail Button](#)

[New Internet Button](#)

[Edit Button](#)

[Remove Button](#)

Type Column

Displays the type of address (such as X.400 or SMTP).

Address Column

Displays the address for which this connector is responsible.

Cost Column

The cost associated with each address space is used to optimize message routing to the foreign system but does not affect message reception. All mail is sent using the address with the lowest cost. If two or more routes are available with the same cost, the load placed on the routes is roughly equal. Routing costs range from 1 to 100.

New General Button

Opens the General Address Properties dialog box so you can define a general address space. Enter the address type, full address information, and the routing cost.

New X.400 Button

Opens the X.400 Address Properties dialog box so you can define an X.400 address space.

In the various address information boxes, type the X.400 address. For information and guidelines on X.400 address formats, see *Microsoft Exchange Server Concepts and Planning*.

New MS Mail Button

Opens the MS Properties dialog box so you can define a Microsoft Mail address space.

New Internet Button

Displays the SMTP Properties dialog box so you can define an Internet address space.

Edit Button

Modifies addressing information for the selected address.

Remove Button

Deletes the selected address.

Delivery Restrictions (X.400 Connector)

[Overview](#)

Use the **Delivery Restrictions** property page to accept or reject messages from any sender listed in the directory. For example, if a message is addressed to a foreign system, it is returned to the sender if the sender's address is in the **Reject Messages From** box or does not appear in the **Accept Messages From** box.

Delivery restrictions are optional and do not affect incoming messages. The default is to accept messages from all senders and reject messages from none. These are senders that are listed in the Microsoft Exchange Server directory.

Note If a distribution list is specified, the members of the distribution list are used for the restriction, not the distribution list itself.

[Accept Messages From](#)

[Reject Messages From](#)

[Modify Button](#)

Advanced (X.400 Connector)

Overview

Use the **Advanced** property page to specify a message transfer agent (MTA) conformance mode, X.400 link options, message size limits, X.400 body parts, and the remote global domain identifier (GDI). The settings in this property page do not restrict incoming messages to Microsoft Exchange Server.

MTA Conformance

Message Size

X.400 Bodypart Used for Message Text

Use the GDI from Site Addressing

Use the GDI Specified Below

X.400 Link Options

Remote X.400 Global Domain Identifier

MTA Conformance

MTA conformance must match the conformance of the foreign system.

Message Size

Specify a maximum size for messages sent to another site or foreign system.



No Limit. This is the default. Select this to send messages of any size.



Set a maximum message size from 0 to 2,097,151 bytes.

Use the GDI from Site Addressing

Choose the site addressing global domain identifier if the remote contains the same global domain identifier (PRMD, ADMD, Country) as your Microsoft Exchange Server global domain identifier. If not, choose **Use the GDI specified below** and complete the fields in **Remote X.400 global domain identifier**.

Use the GDI Specified Below

When selected, enables the X.400 Link option. Choose this option and complete the fields in **Remote X.400 global domain identifier** when the relay message transfer agent (MTA) is not in the same management domain as the originating MTA.

X.400 Bodypart Used for Message Text

You can specify the body part type to be used for the content of an outbound message. This body part type must be supported by the foreign system and primarily affects outbound messages. This body part specification pertains to inbound IA5 messages if you select the **Convert Incoming Messages to Microsoft Exchange Contents** check box on the message transfer agent (MTA) object **General** property page. This allows inbound conversion from IA5 Swedish, Norwegian, or German on inbound messages.

X.400 Link Options

Additional parameters may be needed to operate with the other site or foreign system. These parameters affect outbound messages only.

<u>Option</u>	<u>Description</u>
Allow BP-15 (in addition to BP-14)	Select to send BP-15 attachments formatted as file transfer body part (FTBP). Clear to send all attachments as BP-14 attachments.
Allow MS Exchange contents	Select to send message content formatted in the Microsoft Exchange Server internal format (MDBEF) when possible. Clear to convert the message format to the standard P2/P22 X.400 format. Note If the remote system is not a Microsoft Exchange Server computer, do not select this option.
Two way alternate	Select to specify that the two communicating message transfer agents (MTAs) take turns sending and receiving messages.

Remote X.400 Global Domain Identifier

The remote global domain identifier is used to prevent message transfer loops. The global domain identifier is used in a relay scenario and affects outbound messages only.

<u>Option</u>	<u>Description</u>
PRMD (p)	The private messaging domain (PRMD) name.
ADMD (a)	The administrative management domain (ADMD) name.
Any	Allow the local message transfer agent (MTA) to select any available ADMD.
Specific	Specify a particular ADMD to use.
Country (c)	Country name of the directly connected foreign X.400 system's global domain identifier.

Stack (X.400 Connector)

Overview

The **Stack** property page is different for each of the following:

[X.400 TCP/IP Connector](#)

[X.400 TP4 Connector](#)

[X.400 X.25 Connector](#)

Stack (X.400 TCP/IP Connector)

Overview

Use the **Stack** property page to specify transport address information about the server or foreign system to which you want to connect. Information displayed on the **Stack** property page will be based on the message transfer agent (MTA) transport stack type that you selected for the X.400 Connector.

Note Information in the X.400 Connector **Stack** property page must match the transport configuration on the server or foreign system for the connection to work.

Remote host name

IP address

Address

Outgoing OSI address information

Incoming OSI address information

Display fields as hex

Display fields as text

Use expedited data

Remote host name

Select to use the name of the remote server. Type the name in the **Address** box.

IP address

Select to use the static Internet protocol (IP) address of the remote server. Type the IP address in the **Address** box.

Address

Type the name or the Internet protocol (IP) address of the remote server.

Note For Domain Name System (DNS), use the fully qualified domain name (FQDN). For Windows Internet Name Service (WINS), use the NetBIOS name. For the IP address, use the format *XXX.XXX.XXX.XXX*, where *XXX* is a decimal value from 0 to 255.

Outgoing OSI address information

-  In the **T Selector** box, type up to 64 hexadecimal characters (32-character text string) to specify the transport service access point (TSAP).
-  In the **S Selector** box, type up to 32 hexadecimal characters (16-character text string) to specify the session service access point (SSAP).
-  In the **P Selector** box, type up to 8 hexadecimal characters (4-character text string) to specify the presentation service access point (PSAP).

Incoming OSI address information

-  In the **T Selector** box, type up to 64 hexadecimal characters (32-character text string) to specify the transport service access point (TSAP).
-  In the **S Selector** box, type up to 32 hexadecimal characters (16-character text string) to specify the session service access point (SSAP).
-  In the **P Selector** box, type up to 8 hexadecimal characters (4-character text string) to specify the presentation service access point (PSAP).

Display fields as hex

Display address information as hexadecimal values.

Display fields as text

Display address information as text.

Use expedited data

Select to increase the speed of communications over networks that recognize data packets identified for accelerated transfer. Some networks require the use of expedited data. For more information, see your TCP/IP documentation.

Stack (X.400 TP4 Connector)

Overview

Use the **Stack** property page to specify transport address information about the server or foreign system to which you want to connect. Information displayed on the **Stack** property page will be based on the message transfer agent (MTA) transport stack type that you selected for the X.400 Connector.

Note Information in the X.400 Connector **Stack** property page must match the transport configuration on the server or foreign system for the connection to work.

Address

Outgoing OSI Address Information

Incoming OSI Address Information

Display Fields As Hex

Display Fields As Text

Use Expedited Data

Address

The network service access point (NSAP).

Outgoing OSI Address Information

-  In the **T Selector** box, type up to 64 hexadecimal characters (32-character text string) to specify the transport service access point (TSAP).
-  In the **S Selector** box, type up to 32 hexadecimal characters (16-character text string) to specify the session service access point (SSAP).
-  In the **P Selector** box, type up to 8 hexadecimal characters (4-character text string) to specify the presentation service access point (PSAP).

Incoming OSI Address Information

-  In the **T Selector** box, type up to 64 hexadecimal characters (32-character text string) to specify the transport service access point (TSAP).
-  In the **S Selector** box, type up to 32 hexadecimal characters (16-character text string) to specify the session service access point (SSAP).
-  In the **P Selector** box, type up to 8 hexadecimal characters (4-character text string) to specify the presentation service access point (PSAP).

Display Fields as Hex

Display address information as hexadecimal values.

Display Fields as Text

Display address information in text mode.

Use Expedited Data

Select to increase the speed of communications over networks that recognize data packets identified for accelerated transfer. Some networks require the use of expedited data. For more information, see the documentation for your X.25, TCP/IP, or TP4 transport stacks.

Stack (X.400 X.25 Connector)

[Overview](#)

Use the **Stack** property page to specify transport address information about the server or foreign system to which you want to connect. Information displayed on the **Stack** property page will be based on the message transfer agent (MTA) transport stack type that you selected for the X.400 Connector.

Note Information in the X.400 Connector **Stack** property page must match the transport configuration on the server or foreign system for the connection to work.

[Call User Data](#)

[Facilities Data](#)

[X.121 Address](#)

[Outgoing OSI Address Information](#)

[Incoming OSI Address Information](#)

[Display Fields As Hex](#)

[Display Fields As Text](#)

[Use Expedited Data](#)

Call User Data

Type the call user data information (up to 255 hexadecimal characters of user-specified information) as specified by your X.25 service provider.

Facilities Data

Type the facilities data information (up to 218 hexadecimal characters and commas), specifying additional information related to connection initiation, such as a reversal of line charges, as specified by your X.25 service provider.

X.121 Address

Type the X.121 address (up to 16 numeric characters) of the remote server.

General (MTA Transport Stack)

Overview

The **General** property page is different for each of the following:

[RAS Transport Stack](#)

[TCP/IP Transport Stack](#)

[TP4 Transport Stack](#)

[X.25 Transport Stack](#)

Permissions (MTA Transport Stack)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this transport stack. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this transport stack. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this transport stack.
Modify Admin Attributes	Modify the administrator attributes associated with this transport stack.
Delete	Delete this transport stack.
Modify Permissions	Change permissions for this transport stack.

Connectors (MTA Transport Stack)

Overview

The **Connectors** property page is different for each of the following:

[RAS Transport Stack](#)

[TCP/IP Transport Stack](#)

[TP4 Transport Stack](#)

[X.25 Transport Stack](#)

General (RAS Transport Stack)

Overview

For communications over public telephone, X.25 packet assembly/disassembly (PAD), or Integrated Services Digital Network (ISDN) networks, you can install one RAS transport stack on a Microsoft Exchange Server computer. This transport stack works with the RAS network software running on a Windows NT server.

Use the **General** property page to set the following options:

Name

MTA Callback Number

Name

The name for this transport stack. You can modify this name only when creating a new transport stack. The default is RAS (*servername*).

MTA Callback Number

The telephone number used to reach the local server over a dial-up connection when RAS callback security is enabled. Specifying this number is optional.

Permissions (RAS Transport Stack)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this transport stack. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this transport stack. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this transport stack.
Modify Admin Attributes	Modify the administrator attributes associated with this transport stack.
Delete	Delete this transport stack.
Modify Permissions	Change permissions for this transport stack.

Connectors (RAS Transport Stack)

Overview

Each Dynamic RAS Connector that you installed on this RAS message transfer agent (MTA) transport stack is displayed in the **Connectors** property page. You can view all the connectors using the MTA transport stack and make modifications if necessary.

Connectors That Use This Stack

Edit

Connectors That Use This Stack

A list of all the connectors using this message transfer agent (MTA) transport stack.

Edit

Allows you to edit the property pages for the connector specified.

General (TCP/IP Transport Stack)

Overview

For communications over TCP/IP networks, you can install one TCP/IP transport stack on a Microsoft Exchange Server computer. This transport stack works with the TCP/IP network software running on the Windows NT server.

Use the **General** property page to set the following options:

Name

Server Name

OSI Address Information

Name

Type a name for this transport stack. The default is TCP/IP on (*servername*). You can edit this name only when creating a new transport stack.

Server Name

The name of the server where the stack will be installed. If the server name is not correct, you must cancel the task and specify the correct target server.

OSI Address Information

This section is used to further define the address in cases where other applications or services are using the same transport stack.

-  (Optional) In the **T Selector** box, type the transport service access point (TSAP) of up to 64 hexadecimal characters (32-character text string).
-  (Optional) In the **S Selector** box, type the session service access point (SSAP) of up to 32 hexadecimal characters (16-character text string).
-  (Optional) In the **P Selector** box, type the presentation service access point (PSAP) of up to 8 hexadecimal characters (4-character text string).
-  (Optional) Select **Hex** or **Text** to specify a format for data in the **T**, **S**, and **P Selector** boxes.

Permissions (TCP/IP Transport Stack)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this transport stack. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has to this transport stack. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this transport stack.
Modify Admin Attributes	Modify the administrator attributes associated with this transport stack.
Delete	Delete this transport stack.
Modify Permissions	Change permissions for this transport stack.

Connectors (TCP/IP Transport Stack)

Overview

Use the **Connectors** property page to display a list of connectors that use this message transfer agent (MTA) transport stack. You can also select a connector and edit its property pages.

Connectors that use this stack

Edit Button

Connectors that use this stack

Lists the TCP/IP connectors that use this message transfer agent (MTA) transport stack.

Edit Button

Displays the property pages for the connector you select.

General (TP4 Transport Stack)

Overview

For communications over TP4 transports, you can install one TP4 transport stack on a Microsoft Exchange Server computer. This transport stack works with the TP4 network software running on the Windows NT server.

Use the **General** property page to set the following options:

Name

OSI Address Information

Name

Type a name for this transport stack. The default is TP4 on (*servername*). You can edit this name only when creating a new transport stack.

OSI Address Information

This section is used to further define the address in cases where other applications or services are using the same transport stack.

-  (Optional) In the **T Selector** box, type the transport service access point (TSAP) of up to 64 hexadecimal characters (32-character text string).
-  (Optional) In the **S Selector** box, type the session service access point (SSAP) of up to 32 hexadecimal characters (16-character text string).
-  (Optional) In the **P Selector** box, type the presentation service access point (PSAP) of up to 8 hexadecimal characters (4-character text string).
-  (Optional) Select **Hex** or **Text** to specify a format for data in the **T**, **S**, and **P Selector** boxes.

Permissions (TP4 Transport Stack)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this transport stack. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this transport stack. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this transport stack.
Modify Admin Attributes	Modify the administrator attributes associated with this transport stack.
Delete	Delete this transport stack.
Modify Permissions	Change permissions for this transport stack.

Connectors (TP4 Transport Stack)

Overview

Use the **Connectors** property page to display a list of connectors that use this message transfer agent (MTA) transport stack. You can select a connector and edit its property pages from this property page.

General (X.25 Transport Stack)

Overview

For communications over an X.25 transport, you can install single or multiple Eicon X.25 port adapters on a single Microsoft Exchange Server computer. A separate X.400 transport stack is required for each X.25 port adapter.

Use the **General** property page to set the following options:

Name

Call User Data

Facilities Data

X.121 Address

OSI Address Information

I/O Port

Async Phone Line

Leased Line

Name

Type a name for this transport stack. The default is Eicon X.25 on (*servername*). You can edit this name only when creating a new transport stack.

Call User Data

Type the call user data information supplied by your X.25 provider. You may use up to 256 hexadecimal characters.

Facilities Data

Type additional information (up to 218 hexadecimal characters) related to connection initiation, such as a reversal of line charges.

X.121 Address

The local X.121 address, as specified in the X.25 network service setup.

OSI Address Information

This section is used to further define the address in cases where other applications or services are using the same transport stack.

-  (Optional) In the **T Selector** box, type the transport service access point (TSAP) of up to 64 hexadecimal characters (32-character text string).
-  (Optional) In the **S Selector** box, type the session service access point (SSAP) of up to 32 hexadecimal characters (16-character text string).
-  (Optional) In the **P Selector** box, type the presentation service access point (PSAP) of up to 8 hexadecimal characters (4-character text string).
-  (Optional) Select **Hex** or **Text** to specify a format for data in the **T**, **S**, and **P Selector** boxes.

I/O Port

The I/O port where the Eicon adapter is installed.

Async Phone Line

Select this option to use an asynchronous X.25 connection.

Leased Line

Select this option to use a leased line X.25 connection.

Permissions (X.25 Transport Stack)

Overview

Use the **Permissions** property page to specify the rights that users or groups have on this transport stack. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on this transport stack. This properties page provides various default roles. You can also create custom roles.

Windows NT Accounts With Inherited Permissions

Windows NT Accounts With Permissions

Add Button

Remove Button

Roles

Rights

Rights

The following table lists the rights you can use to define roles.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the user attributes associated with this transport stack.
Modify Admin Attributes	Modify the administrator attributes associated with this transport stack.
Delete	Delete this transport stack.
Modify Permissions	Change permissions for this transport stack.

Connectors (X.25 Transport Stack)

Overview

Use the **Connectors** property page to display a list of connectors that use this message transfer agent (MTA) transport stack. You can select a connector and edit its property pages from this property page.

General (Connected Site)

Use the **General** tab to change the organization or site name for the connector.

 Organization

 Site

Organization

The name of the organization using Microsoft Exchange Server. This is the directory name of the organization container.

Site

The name of the site within the organization that you want to connect to.

Routing Address (Connected Site)

Use the **Routing Address** tab to change the address type, address, or connection cost for the Internet Mail Service or X.400 Connector.

Internet Mail Service Routing Address

-  Type
-  Cost
-  Address

X.400 Connector Routing Address

-  Organization (o)
-  Organizational units (ou)
-  Org. unit 1 (ou1) - 4 (ou4)
-  Private management domain name (p)
-  Administrative management domain name (a)
-  Country (c)
-  Cost

Organization (o)

0 through 64 characters.

Organizational units (ou)

0 through 32 characters.

Org. unit 1 (ou1) - 4 (ou4)

0 through 32 characters.

Private management domain name (p)

1 through 16 characters.

Administrative management domain name (a)

1 through 16 characters.

Country (c)

2 characters or 3 digits.

Cost

Type a routing cost for this address space entry.

Advanced (X400 Address Properties)

Use the **Advanced** property page to define the X.400 address of a mailbox.

-  Type
-  Value
-  User agent numeric id (n-id)
-  X 121 address (x121)
-  Terminal type (t-ty)
-  Terminal identifier (t-id)

Type

The custom attribute name, 0 through 8 characters.

Value

The custom attribute value, 0 through 128 characters.

User agent numeric ID (n-id)

A recipient ID from 0 through 32 digits.

X 121 address (x121)

The recipient's X.121 address, up to 16 digits.

Terminal type (t-ty)

The terminal type used to receive messages.

Terminal identifier (t-id)

The terminal ID used to receive messages.

Permissions

[Overview](#)

Use the **Permissions** property page to specify the rights that users or groups have on a particular object. You delegate permissions to a user or group by assigning them a role. Roles are sets of rights that define how much and what type of access a user or group has on a particular object. For an MTA transport stack, Microsoft Exchange Server provides Administrator, Send As, and User default roles. You can also create custom roles.

The following table lists the rights that you can use to define roles for mailbox permissions.

<u>This right</u>	<u>Gives the associated account rights to</u>
Modify User Attributes	Modify the User attributes associated with this mailbox.
Modify Admin Attributes	Modify administrator-level attributes associated with a mailbox. For example, a user with this permission can modify the job title and display name fields in a mailbox.
Send As	Sends messages with the sender's return address. For example, each user has this permission on their mailbox so they can send messages with that mailbox's return address. This permission is also granted on server objects so directory service processes can send messages to each other.
Mailbox Owner	Log on to this mailbox and use it to send and receive messages.
Modify Permissions	Change permissions for this mailbox.

Note When you give a user or group permissions on an object, they automatically inherit the same level of permissions for all subordinate objects in the directory. For example, if you give a user Administrator rights on the site object, they inherit Administrator rights on all directory objects below the site.

[Windows NT Accounts With Inherited Permissions](#)

[NT Accounts With Permissions](#)

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