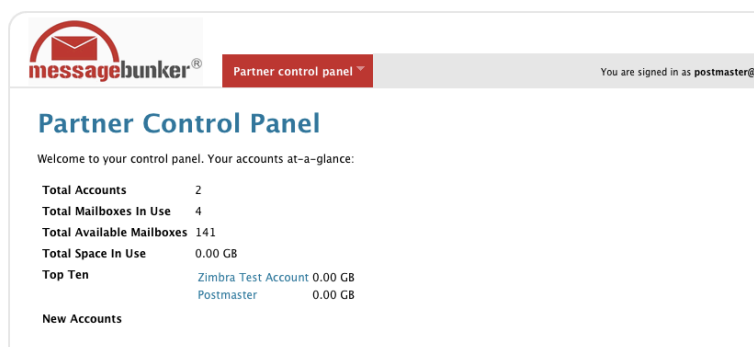




## Setting up with Exchange Journaling (Partners)

This document outlines the steps needed to be taken by Partners to prepare and set up a MessageBunker account via the Partner Control Panel for use with Microsoft Exchange Journaling.

Login to your Reseller Control Panel. Click on “MessageBunker Panel” you will be taken to the MessageBunker Partner Control panel.



Click on the “Partner control panel” and select “Add New Account”.

# MessageBunker with Exchange Journaling

## Add New Account

The below values need to be filled in.

**Your Ref:** Your reference

**Max Mailboxes:** 1

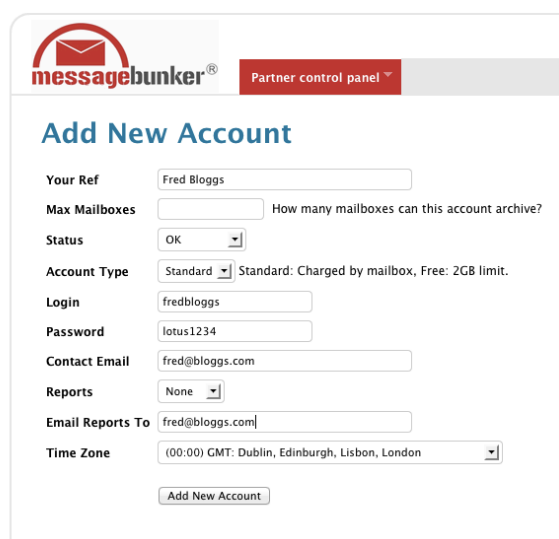
**Status:** OK

**Login:** Account login

**Password:** Password

**Email Reports To:** Email reports recipient.

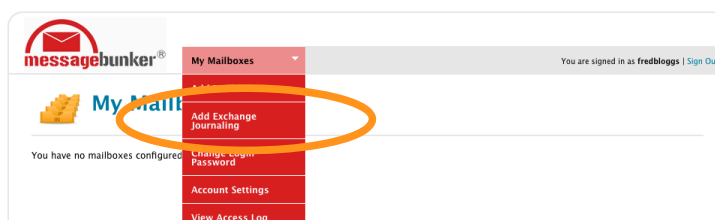
Click on “Add New Account”.



The screenshot shows the 'Add New Account' form in the MessageBunker interface. The form includes the following fields and options:

- Your Ref:** Fred Bloggs
- Max Mailboxes:** (empty field) How many mailboxes can this account archive?
- Status:** OK
- Account Type:** Standard (dropdown menu) Standard: Charged by mailbox, Free: 2GB limit.
- Login:** fredbloggs
- Password:** lotus1234
- Contact Email:** fred@bloggs.com
- Reports:** None (dropdown menu)
- Email Reports To:** fred@bloggs.com
- Time Zone:** (00:00) GMT: Dublin, Edinburgh, Lisbon, London (dropdown menu)
- Add New Account:** (button)

In order to finalise this you need to go back to your MessageBunker account list and impersonate this newly created account.



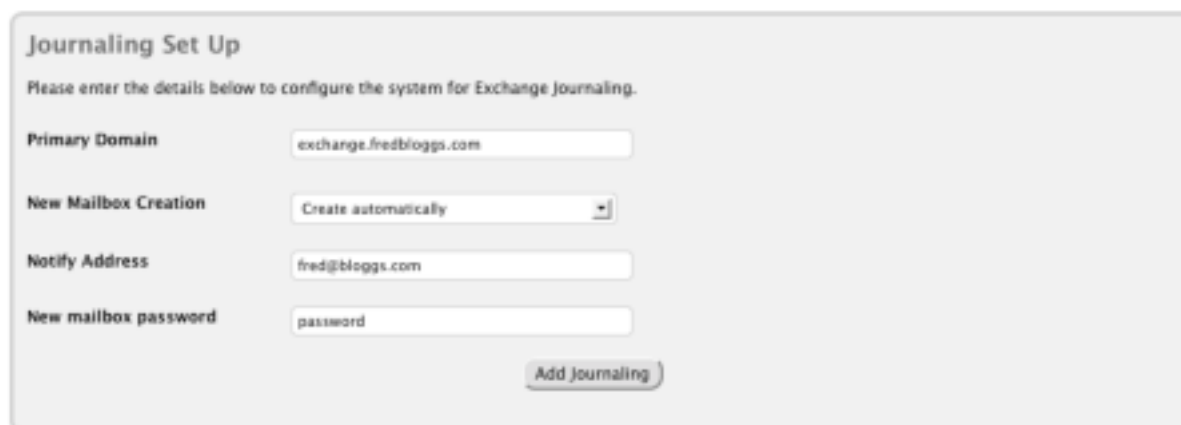
Once logged in click on:

“My Mailboxes” > “Add Exchange Journaling” as seen in the screen shot above.

# MessageBunker with Exchange Journaling

## MessageBunker with Exchange Journaling

**Primary Domain:** The primary domain you want to journal.



The screenshot shows a 'Journaling Set Up' form with the following fields and values:

Field	Value
Primary Domain	exchange.fredbloggs.com
New Mailbox Creation	Create automatically
Notify Address	fred@bloggs.com
New mailbox password	password

An 'Add Journaling' button is located at the bottom right of the form.

**New Mailbox Creation:** Options here are:

Create automatically - will create a mailbox and send an email to the notify address when it happens.

Don't create automatically - will not create any mailboxes automatically.

Don't create but do notify - this will not create a mailbox but will send an email to the notify address.

**Notify Address** - Who to notify (user@domain) in the event of new mailbox created.

When you're happy with your options click on "Add Journaling" the following screen should appear:



The screenshot shows a confirmation screen with the following details:

Field	Value
Journaling Forwarding Address:	exchange@feed.messagebunker.com
Primary Domain:	exchange.fredbloggs.net
Domain Alias:	exchange.fredbloggs.com
Create new mailboxes automatically:	Yes
Notify address:	fred@bloggs.com
New mailbox password:	password

**Note regarding aliases:**

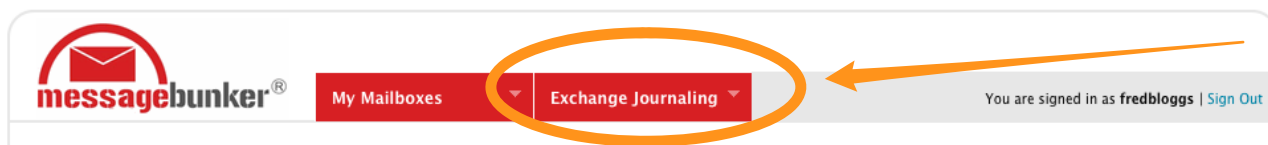
If your physical mailbox has aliases then you need to add these manually if you want to use the search function.

This feature will not work until after the physical Exchange mailboxes have been created on the system.

## MessageBunker with Exchange Journaling

## MessageBunker with Exchange Journaling

From the main page: select “Exchange Journaling” > “Aliases” as show below:



On the next page click on “Add alias” and assign the alias to the correct mailbox and click “Save changes”.

That’s it! Your Exchange journaling is ready to go!

## MessageBunker with Exchange Journaling