



POV Guide for Office 365

Bcc Mode

Area 1 Horizon Overview

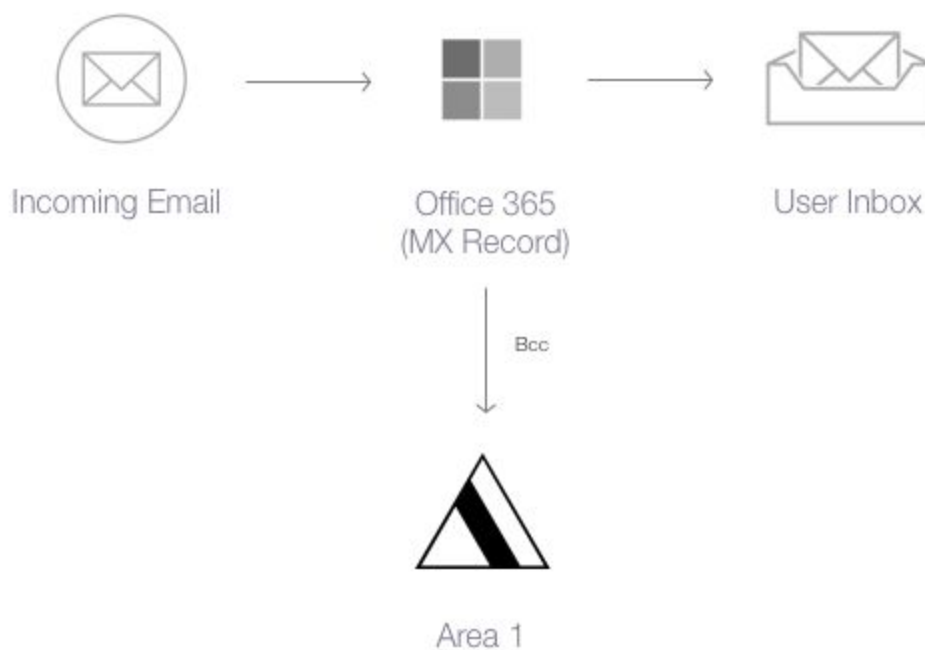
Phishing is the root cause of 95% of security breaches that lead to financial loss and brand damage. Area 1 Horizon is a cloud based service that stops phishing attacks, the #1 cybersecurity threat, across all traffic vectors - email, web and network.

With globally distributed sensors & comprehensive attack analytics, Area 1 Horizon proactively identifies phishing campaigns, attacker infrastructure, and attack delivery mechanisms during the earliest stages of a phishing attack cycle. Using flexible enforcement platforms, Area 1 Horizon allows customers to take preemptive action against these targeted phishing attacks across all vectors - email, web and network; either at the edge or in the cloud.

POV Configuration

For customers using Microsoft Office 365, doing a POV with Area 1 for detecting phishing emails is quick and easy to setup as detailed below.

Email Flow During POV



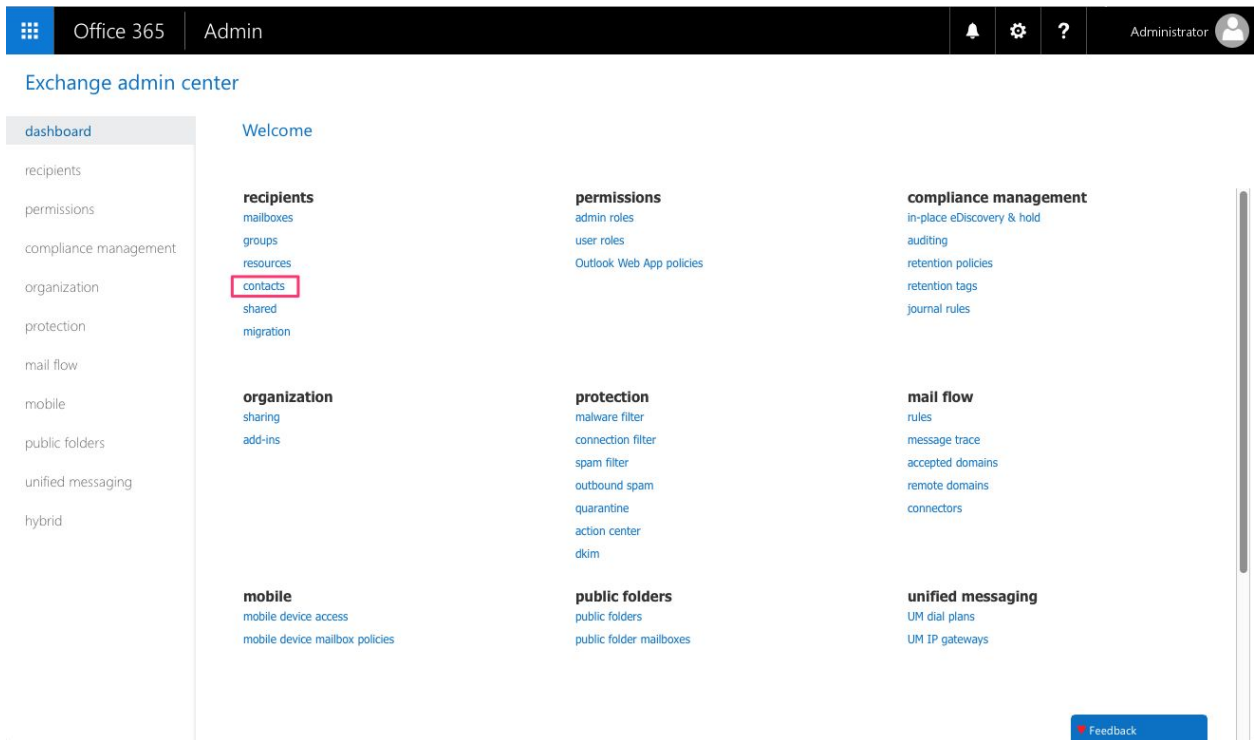
Configuration Steps

- Step 1: Configure Bcc Contact
- Step 2: Configure Inbound Rule to Bcc to Area 1

Step 1: Configure Bcc Contact

In order to Bcc messages to Area 1, you will first need to create a contact that can be referenced by the Bcc Rule.

To create the Contact, navigate to the Exchange Administration in O365. From the Dashboard, access the **contacts** option under the **recipients** section:



In the **contacts** console, click on the “+” button to add a new **mail contact**:

The screenshot shows the Exchange Admin Center interface. At the top, there is a navigation bar with "Office 365" and "Admin" on the left, and notification, settings, and help icons on the right. Below the navigation bar, the "Exchange admin center" title is displayed. A left-hand sidebar contains a list of navigation options: dashboard, recipients (highlighted), permissions, compliance management, organization, protection, mail flow, mobile, public folders, unified messaging, and hybrid. The main content area shows a breadcrumb trail: "mailboxes groups resources **contacts** shared migration". Below the breadcrumb, there is a toolbar with icons for adding (+), editing (pencil), deleting (trash), refreshing (refresh), and a menu (three dots). A table is displayed with the following columns: "DISPLAY NAME" (with a sort arrow), "CONTACT TYPE", and "EXTERNAL EMAIL ADDRESS". The table is currently empty. At the bottom of the table, it says "0 selected of 0 total". A "Feedback" button is located in the bottom right corner of the table area.

Fill in the contacts detail as follow in the **External email address** field, enter the Area 1 provided Bcc address:

The screenshot shows the Exchange Admin Center interface. At the top, there is a navigation bar with 'Office 365' and 'Admin' tabs, and a user profile for 'Administrator'. The main content area is titled 'Exchange admin center' and includes a sidebar with navigation options: dashboard, recipients (selected), permissions, compliance management, organization, protection, mail flow, mobile, public folders, unified messaging, and hybrid. The main area shows 'mailboxes groups' with a '+ -' icon and a 'DISPLAY NAME' column. A modal dialog box titled 'new mail contact' is open, containing the following fields:

- First name: Area 1 POV
- Initials: (empty)
- Last name: Bcc Address
- *Display name: Area 1 POV Bcc Address
- *Alias: Area_1_Bcc
- *External email address: bcc_address@mxrecord.io

At the bottom of the dialog are 'Save' and 'Cancel' buttons. Below the dialog, the text '0 selected of 0 total' is visible, and a 'Feedback' button is located in the bottom right corner.

Once you have configured the contact details, click on **save** to commit the new contact.

The screenshot shows the Exchange Admin Center interface. At the top, there is a navigation bar with 'Office 365' and 'Admin' on the left, and notification, settings, help, and user profile icons on the right. Below the navigation bar is the 'Exchange admin center' header. A left-hand sidebar contains various management categories, with 'recipients' selected. The main content area is titled 'contacts' and includes a toolbar with icons for adding, editing, deleting, and refreshing. Below the toolbar is a table with the following structure:

DISPLAY NAME	CONTACT TYPE	EXTERNAL EMAIL ADDRESS
Area 1 POV Bcc Address	Mail contact	SMTP:bcc_address@mxrecord.io

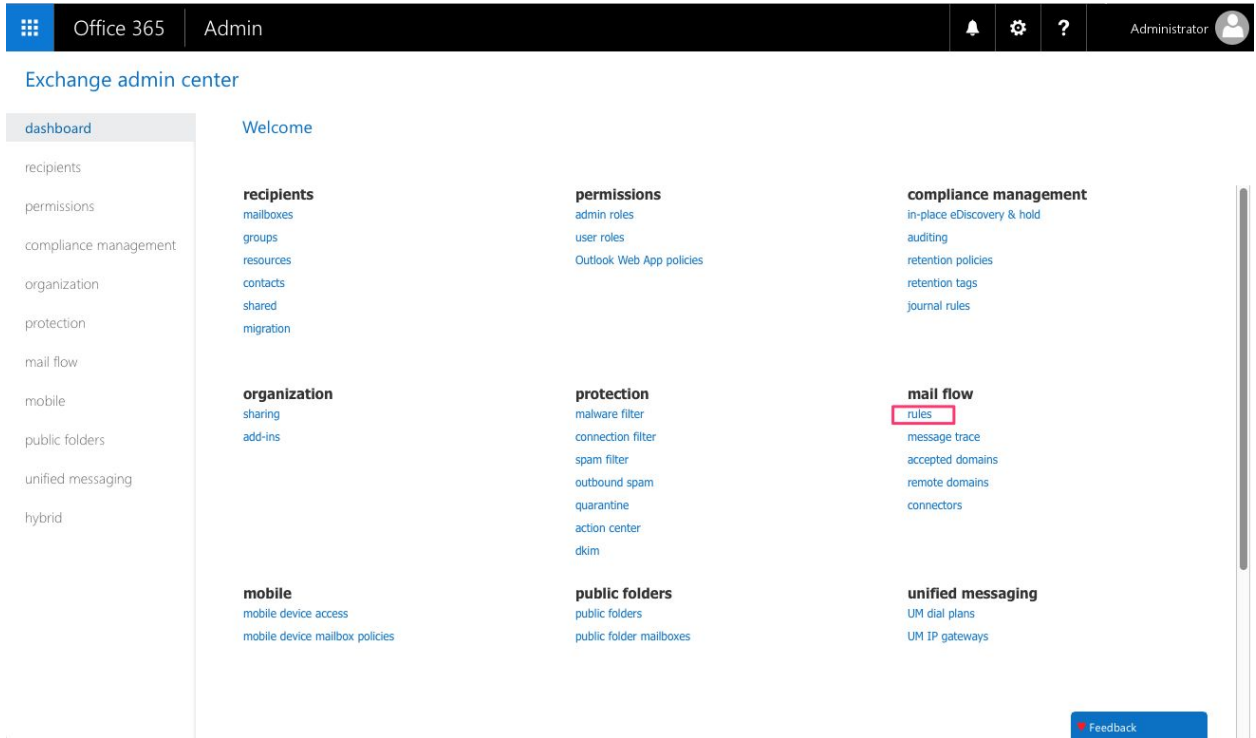
To the right of the table, the details for the selected contact are displayed:

Area 1 POV Bcc Address
Mail contact
bcc_address@mxrecord.io
Office:
Work phone:

At the bottom of the table, it indicates '1 selected of 1 total'. A 'Feedback' button is located in the bottom right corner of the main content area.

Step 2: Configure Inbound Rule to Bcc to Area 1

Next, you need to configure the rule to Bcc the inbound messages to Area 1. From the Exchange Admin Dashboard, select the **rules** option under the **mail flow** section:



The screenshot shows the Exchange Admin Center interface. At the top, there is a navigation bar with 'Office 365' and 'Admin' on the left, and notification, settings, and help icons on the right, along with the user name 'Administrator'. Below the navigation bar, the page title is 'Exchange admin center'. On the left side, there is a sidebar menu with the following items: dashboard (highlighted), recipients, permissions, compliance management, organization, protection, mail flow, mobile, public folders, unified messaging, and hybrid. The main content area is titled 'Welcome' and is divided into several sections:

- recipients**: mailboxes, groups, resources, contacts, shared, migration
- organization**: sharing, add-ins
- mobile**: mobile device access, mobile device mailbox policies
- permissions**: admin roles, user roles, Outlook Web App policies
- protection**: malware filter, connection filter, spam filter, outbound spam, quarantine, action center, dkim
- public folders**: public folders, public folder mailboxes
- compliance management**: in-place eDiscovery & hold, auditing, retention policies, retention tags, journal rules
- mail flow**: rules (highlighted with a red box), message trace, accepted domains, remote domains, connectors
- unified messaging**: UM dial plans, UM IP gateways

At the bottom right of the main content area, there is a blue 'Feedback' button.

In the **rules** console, create a new rule by clicking on the “+” button and select **Create a new rule ...**:

The screenshot shows the Exchange Admin Center interface. At the top, there is a navigation bar with 'Office 365' and 'Admin' on the left, and notification, settings, help, and user profile icons on the right. Below the navigation bar is the 'Exchange admin center' header. A left-hand navigation pane lists various categories: dashboard, recipients, permissions, compliance management, organization, protection, **mail flow** (highlighted), mobile, public folders, unified messaging, and hybrid. The main content area is titled 'rules' and includes sub-links for 'message trace', 'accepted domains', 'remote domains', and 'connectors'. A toolbar with icons for adding, editing, deleting, and other actions is visible. A dropdown menu is open, listing several rule options: 'Create a new rule...', 'Apply rights protection to messages...', 'Apply disclaimers...', 'Bypass spam filtering...', 'Filter messages by size...', 'Generate an incident report when sensitive information is detected...', 'Modify messages...', 'Restrict managers and their direct reports...', 'Restrict messages by sender or recipient...', 'Send messages to a moderator...', and 'Send messages and save a copy for review...'. The 'Create a new rule...' option is highlighted. Below the menu, a table with a 'PRIORITY' column is partially visible. At the bottom of the main area, it says '0 selected of 0 total' and there is a 'Feedback' button.

Name the rule **Bcc to Area 1**.

In the **Apply this rule if ...** section, select **The sender ...** → **is external/internal**

The screenshot shows the Exchange Admin Center interface. The top navigation bar includes 'Office 365', 'Admin', and a user profile for 'Administrator'. The left sidebar lists various management areas, with 'mail flow' selected. The main content area displays a 'new rule' configuration window. The 'Name' field is filled with 'Bcc to Area 1'. Under the 'Apply this rule if...' section, a dropdown menu is open, showing 'The sender...' selected, with 'is external/internal' highlighted. Below this, there is a checkbox for 'Audit this rule with severity level' which is checked, and a dropdown menu for severity level set to 'Not specified'. 'Save' and 'Cancel' buttons are at the bottom right of the window. A 'Feedback' button is visible in the bottom right corner of the page.

Set the sender location to **Outside the organization**

The screenshot shows the Exchange Admin Center interface. The top navigation bar includes 'Office 365', 'Admin', and a user profile for 'Administrator'. The left sidebar lists various management areas, with 'mail flow' selected. The main content area displays the 'new rule' configuration window. The rule name is 'Bcc to Area 1'. The condition is set to 'The sender is located...'. A dialog box titled 'select sender location' is open, showing 'Outside the organization' selected in a dropdown menu. The 'Properties of this rule' section has 'Audit this rule with severity level' checked and 'Not specified' selected. 'Save' and 'Cancel' buttons are at the bottom right of the rule configuration window. A 'Feedback' button is located at the bottom right of the page.

In the **Do the following ...** section, select **Add recipients ...** → **to the Bcc box**

Office 365 | Admin | Administrator

Exchange admin center

- dashboard
- recipients
- permissions
- compliance management
- organization
- protection
- mail flow**
- mobile
- public folders
- unified messaging
- hybrid

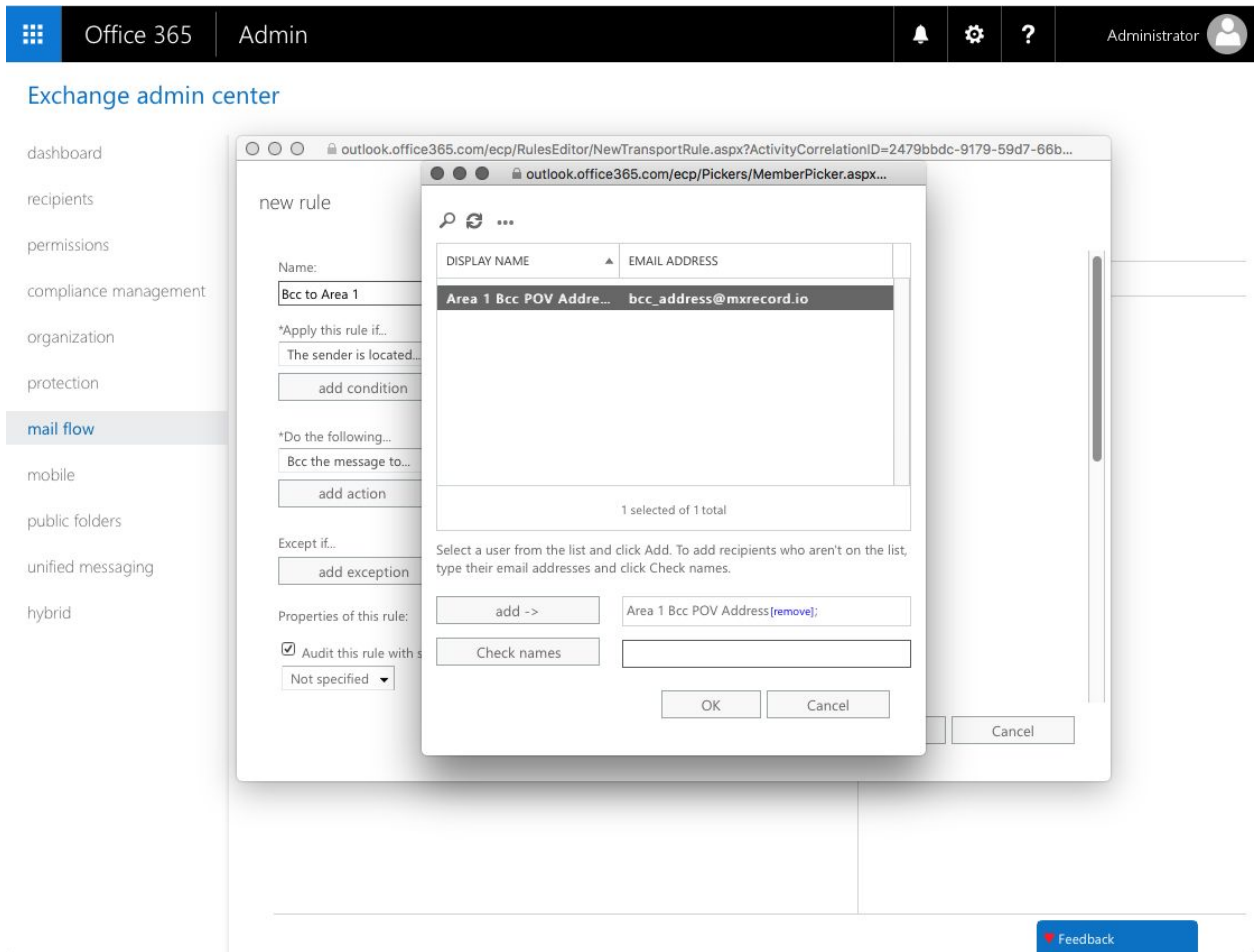
new rule

Name:

*Apply this rule if...
The sender is located... **Outside the organization**

*Do the following...
Select one
Select one
Forward the message for approval...
Redirect the message to...
Block the message...
Add recipients... to the Bcc box
Apply a disclaimer to the message... to the To box
Modify the message properties... to the Cc box
Modify the message security... add the sender's manager as a recipient
Prepend the subject of the message with...
Generate incident report and send it to...
Notify the recipient with a message...

In the recipient dialog, select the contact that was created earlier, click the **add ->** button to confirm the recipient and click **OK** to submit the selection:



Click **Save** on the main **rule** dialog to create the new rule.

If you have multiple rules, ensure that the Bcc rule is at the right location in your rule sequence so you can appropriately send the Bcc messages to Area 1.

Email Processing & Reports

In the Bcc mode, all emails are put through automated phishing detections by Area 1. Emails that trigger phishing detections are logged for reporting via product portal, email and Slack. Emails that don't trigger any detections are deleted.