Understanding Email Aliases

https://campus.barracuda.com/doc/2490420/

> This article refers to the Barracuda Message Archiver release 5.0 or higher.
>
> Note that the **Populate** button is available on models 350 and higher.
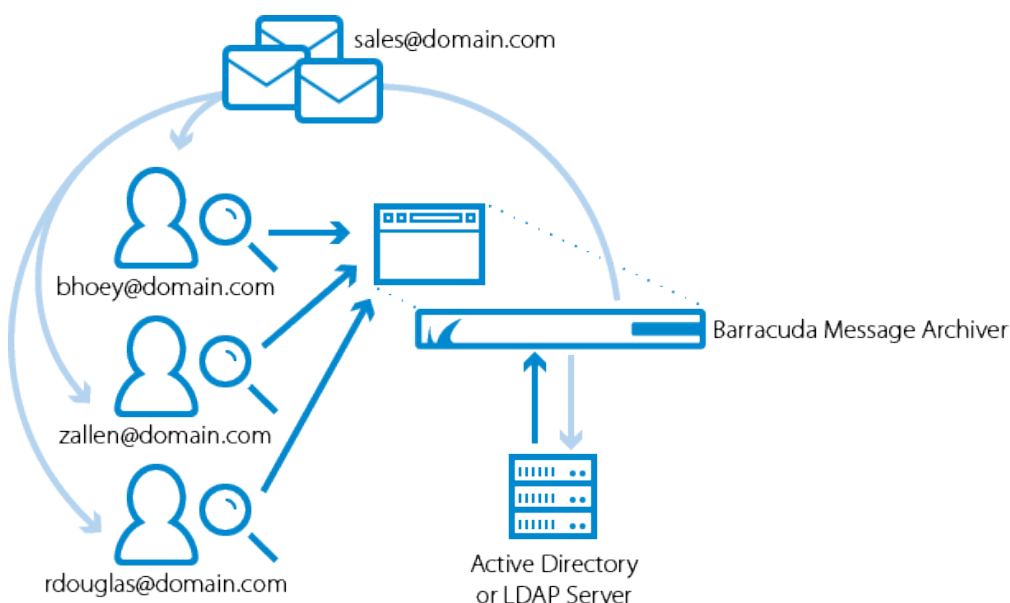
Local Accounts

Create local users on the **Users > User Add/Update** page.

Group Membership

> To enable group membership for local accounts, you must be using an Active Directory or LDAP server, and the lists must reside on those servers.

Archived messages that are sent to a mailing group are visible in the personal message archive for every member of that group. For example, if **bhoey@domain.com** , **zallen@domain.com** , and **rdouglas@domain.com** are all members of **sales@company.com**, then any message that is sent to **sales@company.com** is available in the archives of all three users.

Figure 1. Local Account Group Membership.

Alias Linking

You can create a local user account on the Barracuda Message Archiver with access to archived messages for multiple users. For example, you want a single user account to see emails for **chris.smith@company.com** , **pat.jones@company.com** , and **alex.pierce@company.com** , in addition to **the_boss@company.com** . To do so, create a local account on the Barracuda Message Archiver (for example, "local_boss"), and list as aliases the email addresses to which that account is to have access.

To list aliases for a new local account:

1. Go to the **USERS > User Add/Update** page.
2. Enter the new user **Email Address**, and specify whether the email is to be used as the account name.
3. Next to **Retrieve user Aliases from LDAP**, click **Populate**; the **User Aliases** field populates with all user aliases associated from the LDAP for the specified email address.
4. Click **Save** to save the list of aliases for that user. This account is added to the **USERS > Accounts** page including its aliases.

To list aliases for an existing local account:

1. Go to the **USERS > Accounts** page.
2. Click **Edit** for the primary user account; the **USERS > User Add/Update** page displays.
3. Next to **Retrieve user Aliases from LDAP**, click **Populate**; the **User Aliases** field populates with all user aliases associated from the LDAP for the specified email address.
4. Click **Save** to save the list of aliases for that user. The aliases are added to the **Aliases** field for this user in the **USERS > Local Accounts** page.

LDAP Accounts

Associated an LDAP user or LDAP group to a Barracuda Message Archiver role and list of email addresses on the **USERS > LDAP User Add/Update** page.

Discovery Option for Alias-Based Search

When conducting an [Advanced Search](), you can search on all aliases associated with an LDAP for a specified email address using "Discovery". This option searches for all items sent to or received by any email alias, address or account associated with specified email addresses, as resolved against the LDAP servers identified on the **USERS > Directory Services** page. The email address specified here is expanded to include all of the entries returned by LDAP, and each email address in the resulting list is searched for in the **From**, **To**, **Cc** and **Bcc** fields.

> Email addresses must be completely formed, for example, **username@example.com**.
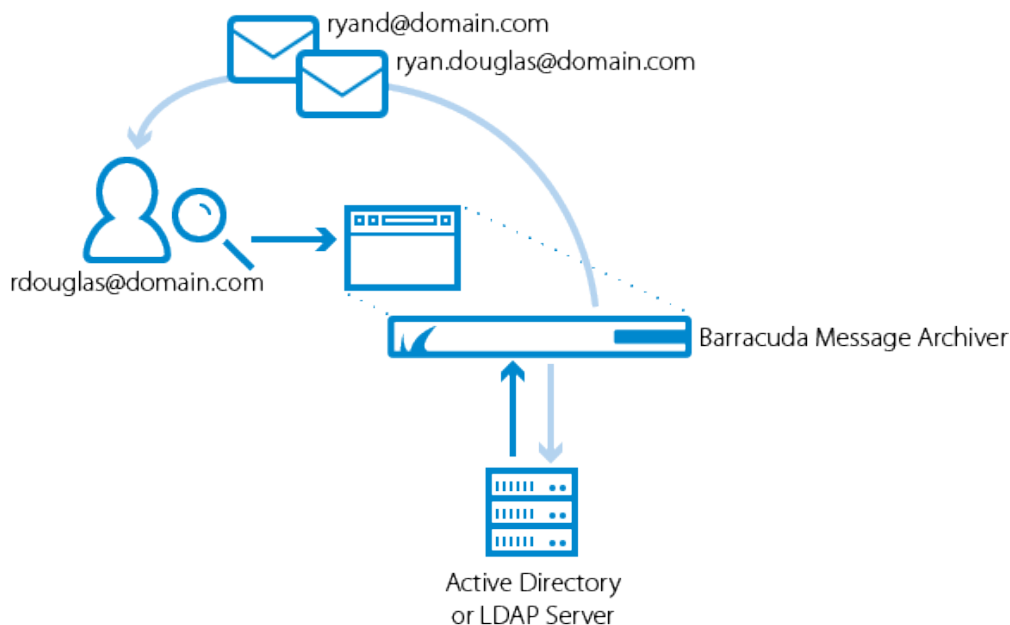
To search on all aliases associated with an LDAP:

1. On the **BASIC > Search > Advanced** page, select **All** from the first drop-down menu, and select **Discovery** from the second drop-down menu.
2. Select **contains**, and enter the user's email address.
3. Click **Search**.
4. To view all associated email addresses, click the **Alias** (✅) icon to the right of your search criteria.

Group Membership

LDAP users often have one primary email address that is their user account name along with several aliases for convenience. For example, **rdouglas@domain.com** also receives messages as **ryand@domain .com** and **ryan.douglas@domain .com**. For organizations that use LDAP, messages sent to any alias are accessible from the primary user account.

Figure 2. LDAP Group Membership.

You can enter an LDAP group name in the **LDAP User/Group** field and select a role for that group. When a member of that group logs in to the Barracuda Message Archiver, they log in with the assigned role.

Include/Exclude Rules

You can define exclude/include rules on the **USERS > LDAP User Add/Update** page to set

permissions on whose mail the LDAP user or group members can view. The addresses must belong to a user, group, or public folder on a configured LDAP server. When a configured user runs a search, the following rules are in place:

1. Mail for addresses added to the **Exclude these Addresses** list are not displayed unless the mail includes the user performing the search to assure that a user can always see their own mail.
2. The **Exclude these Addresses** list always takes precedence; addresses added to the **Include these Addresses** list are searchable *unless* the **Exclude these Addresses** list blocks the mail.
3. Because a user with the Admin or Auditor role can by default view all mail, users set to these roles can only edit their **Exclude these Addresses** list.
4. If a user is *not configured* and is a member of a group, then the include/exclude rules assigned to that group apply to that user. Additionally, if the unconfigured user is a member of multiple groups, then the privileges for all of those groups are merged and that user is assigned the *least privileged role* of those groups. This allows the Admin to apply include/exclude rules to all users of a distribution group.
   - Example 1: If Zoe is not individually configured but is a member of the distribution group HR, then the Admin can set the include/exclude rules for the group HR, and Zoe uses these settings when searching mail rather than seeing only her own mail.
   - Example 2: If Josh is not individually configured but is a member of the distribution group HR which has an Auditor role, and Josh is also a member of the group Employees which has a User role, Josh has only the User role privileges when running a search.
5. A user cannot run a **Search As User** Search on the **BASIC > Search** page on a user that is on their **Exclude these Addresses Exclusion Rules** block list.

Barracuda Message Archiver

Figures

1. groupMem.png
2. alias_icon.jpg
3. LDAPgroupMem.png