

## How to Deploy the Barracuda Essentials for Email Security Outlook Add-In

<https://campus.barracuda.com/doc/70587977/>

The Barracuda Outlook Add-In supports Microsoft Exchange Server 2013 and higher, Outlook versions 2016, 2019, 2021, Outlook for Office 365, and Outlook Web Access (OWA) running on Windows and Mac OS.

See also [Barracuda Essentials for Email Security Outlook Add-In User Guide](#) .

If you are experiencing issues deploying with Microsoft Exchange Server 2013, ensure that TLS 1.2 is enabled in .NET. Refer to this [Microsoft article](#) for more information on updating and configuring the .NET Framework to support TLS 1.2.

Use the steps in this article to deploy the Barracuda Essentials for Email Security Outlook Add-In to all users in your Exchange Server.

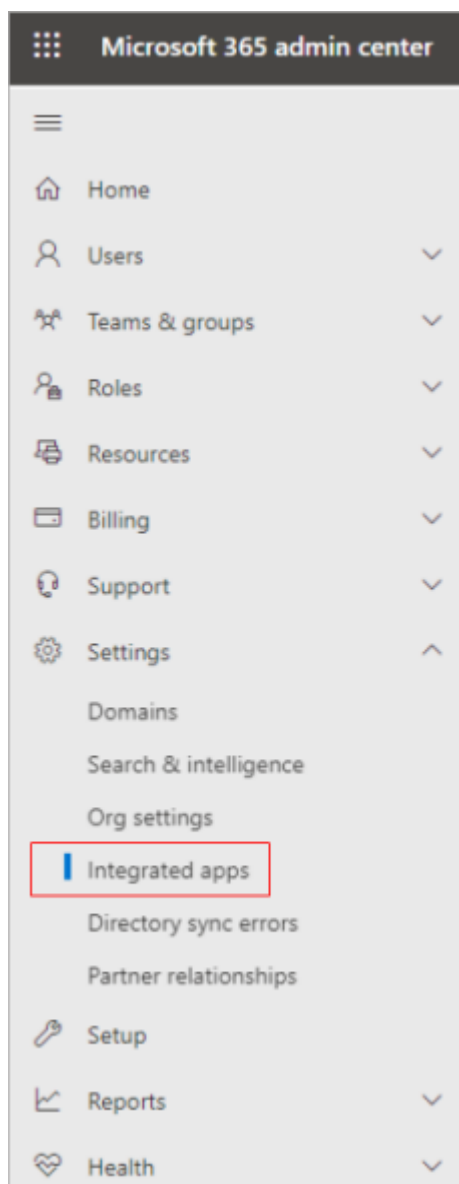
The Barracuda Outlook Add-In allows users to perform various functions, including:

- Send encrypted emails;
- Mark emails as suspicious and send to Barracuda Networks for further analysis;
- Provide additional feedback as to why the email should be blocked.

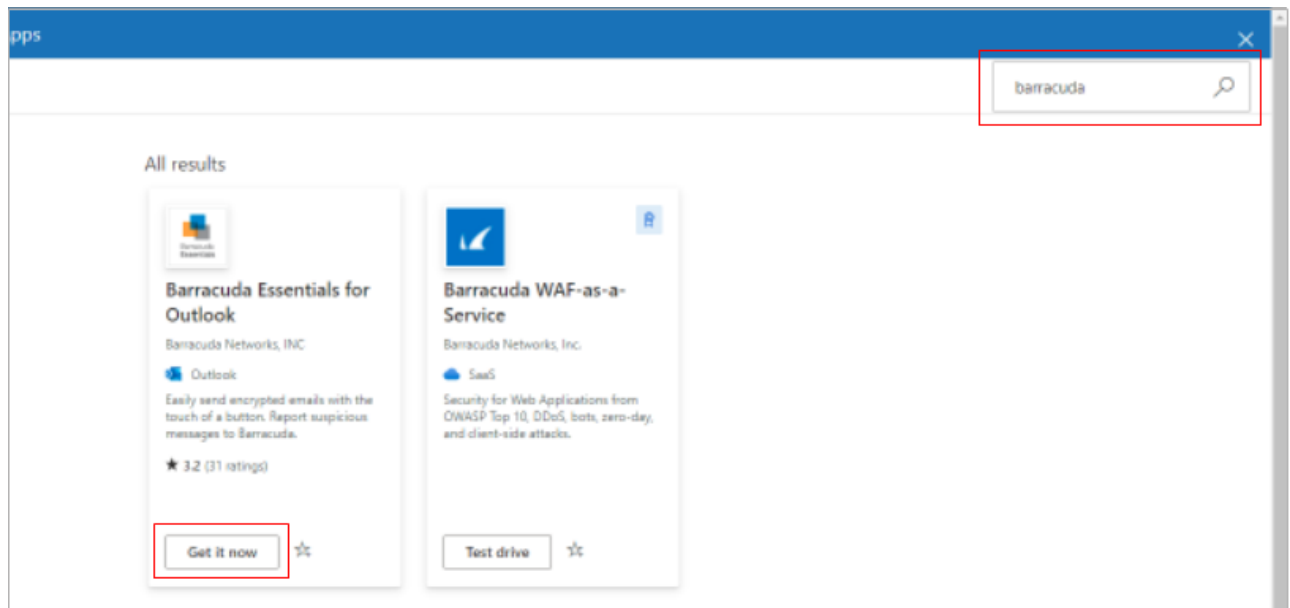
### Install Outlook Add-In for all Users

Note that the user interface will vary depending on the Microsoft Exchange version you are using. The instructions below use Office 365 to install the Outlook Add-In. For more information on how to install an add-in for your Exchange version, see the Microsoft article <https://docs.microsoft.com/en-us/exchange/add-ins-for-outlook-2013-help>.

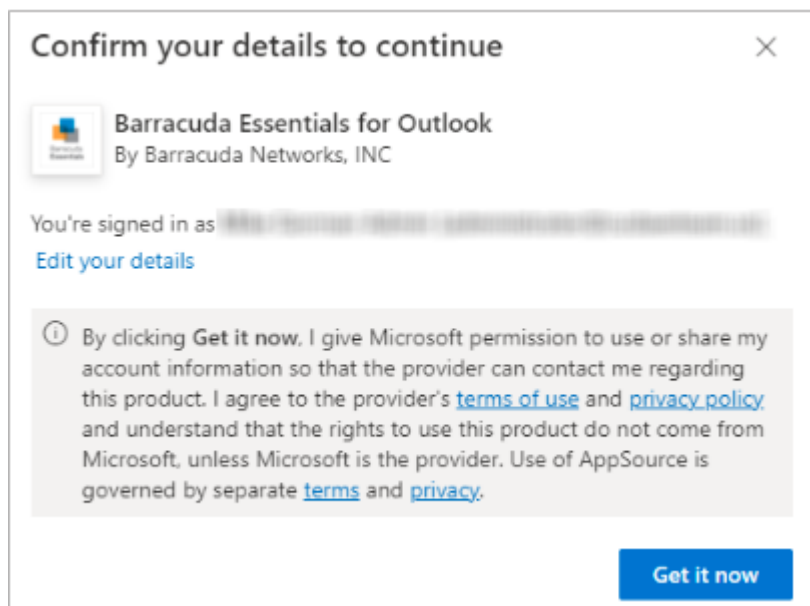
1. Log into the Microsoft 365 admin center <https://admin.microsoft.com/>.
2. Click **Settings** on the left-hand menu. If you do not see **Settings**, click **Show all** first.
3. Under **Settings**, click **Integrated apps**



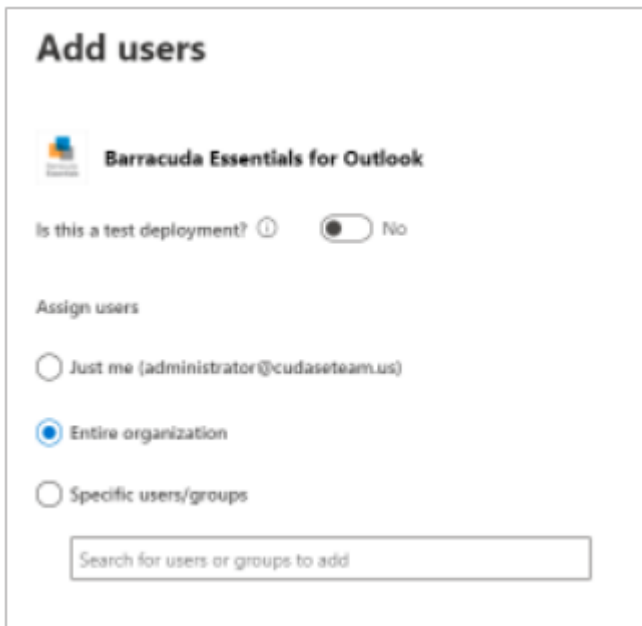
4. Click **Get Apps**.
5. At the top right of the page, in the search bar, type barracuda. Select **Get it now** for **Barracuda Essentials for Outlook**.



6. Confirm the details on the screen and click **Get it now**.

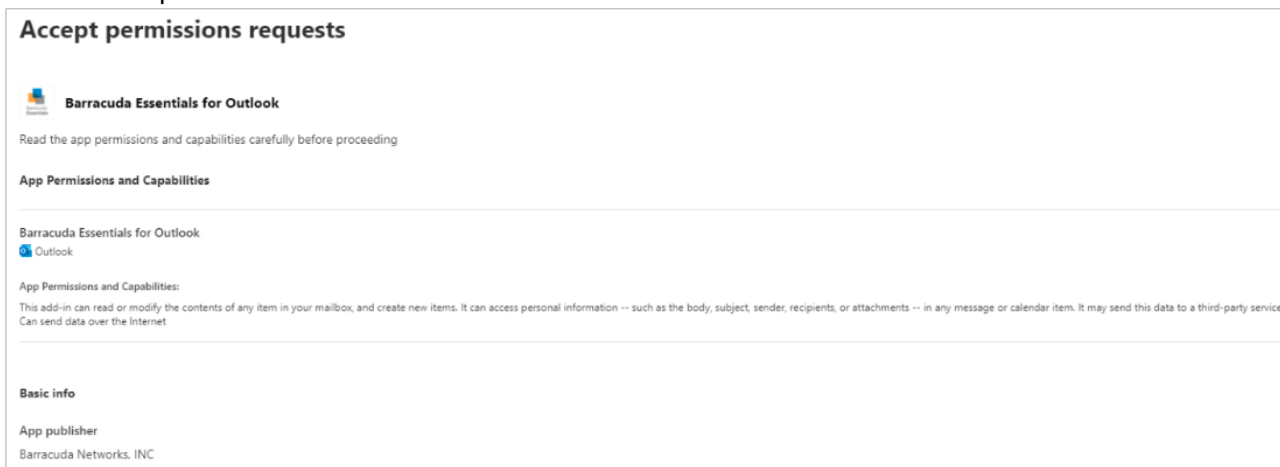


7. In the **Add users** section, select **Entire organization** under **Assign users**. You can also use this section to test with a subset of users first before deploying to your entire organization.



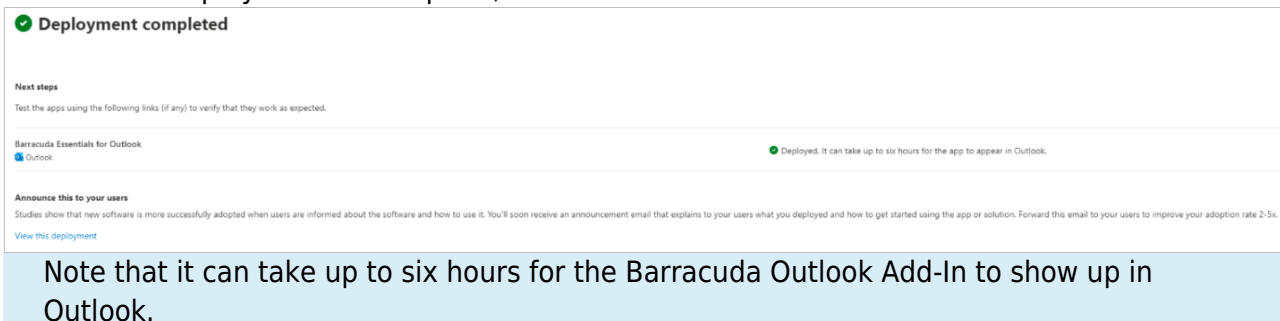
8. Click **next**.

9. Review the permissions and click **next**.



10. Click **finish deployment**.

11. Wait for the deployment to complete, and then click **Done**.



Note that it can take up to six hours for the Barracuda Outlook Add-In to show up in Outlook.


You should now see the Barracuda Outlook Add-In under your **Integrated apps** section within Microsoft 365.

Home > Integrated apps

## Integrated apps

Discover, purchase, acquire, manage, and deploy Microsoft 365 Apps developed by Microsoft partners. You can also deploy and manage Line-of-business add-ins developed within your organization. For advanced management of these apps go to the respective admin center or page : [Azure Active Directory](#) | [SharePoint](#) | [Teams](#) | [Add-ins](#)

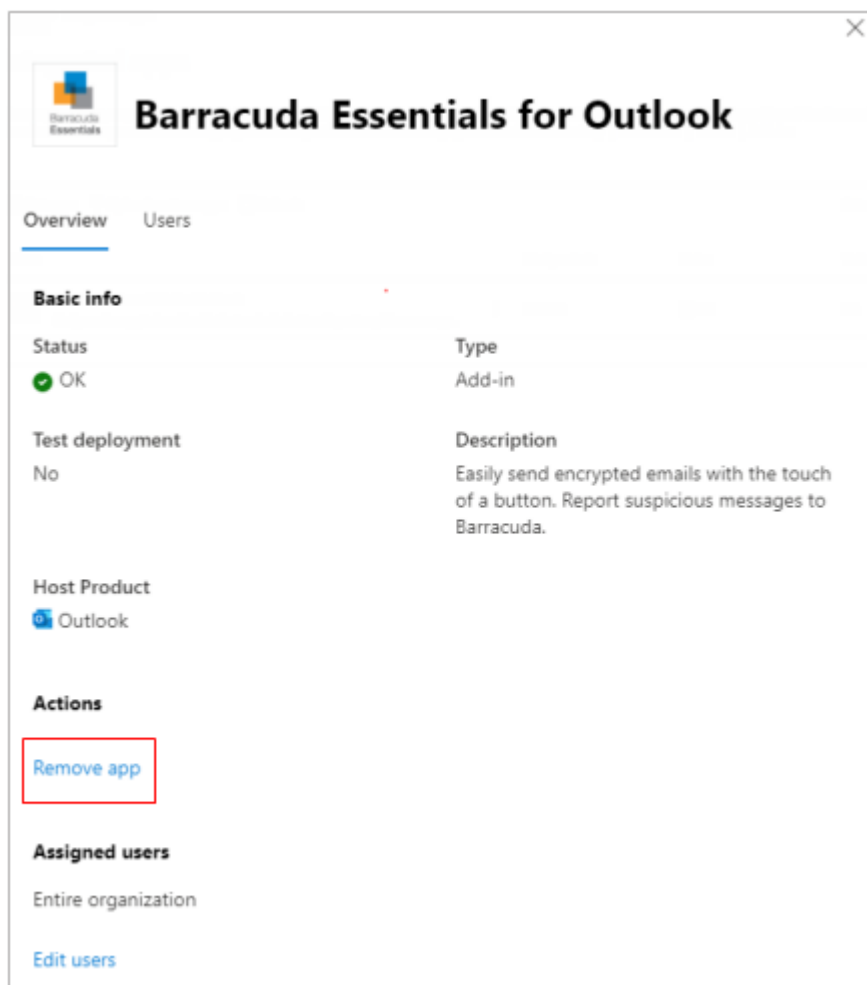
Get apps Upload custom apps Refresh 2 items Search Filter

Name	Host products	Status	Test deployment	Last modified ↓
 <b>Barracuda Essentials for Outlook</b> Easily send encrypted emails with the touch of a button. Report suspicious messag...	Outlook	OK	No	4/13/2022

## Remove Add-In

If you need to remove the add-in from your Exchange Server and Outlook/OWA for all users:

1. Log into the Microsoft 365 admin center <https://admin.microsoft.com/>.
2. Click **Settings** on the left-hand menu. If you do not see **Settings**, click **Show all** first.
3. Under **Settings**, click **Integrated apps**.
4. Click **Barracuda Essentials for Outlook**.
5. Under **Actions**, click **Remove app**.



## Troubleshooting

Issue	Solution
User has added or removed app but change does not display in Outlook	It may take some time after adding or removing the add-in for the Outlook client or OWA for the Outlook ribbon to update. If users cannot see the change, direct them to either restart the client or refresh the web page.
<b>Message Action</b> is disabled	If a user turns off the reading pane while a message is selected, the <b>Message Action</b> option is disabled. In this instance, <b>Message Actions</b> is disabled on the user's <b>Home</b> ribbon in Outlook but enabled in the detailed view. Direct users to turn on the reading pane and reselect the message.
Error Message: Unable to add encryption client. The attachment path was invalid.	The Barracuda Essentials Outlook Add-In displays this message if your Microsoft Outlook is not installed in the default location. The Barracuda Essentials Outlook Add-In is not able to perform encryption with this configuration.

## Figures

1. ms\_admin\_menu.png
2. get\_addIn.png
3. confirmAddIn.png
4. addUsers\_AddIn.png
5. acceptPermissions\_AddIn.png
6. deployComplete\_AddIn.png
7. integratedAppsMenu.png
8. removeAddIn.png

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