

Barracuda Cloud Archiving Service Mobile Application for Android

<https://campus.barracuda.com/doc/75694520/>

Requirements:

- Latest Android Message Archive application available for download from the [Google Play Store](#).
- Android device running software version 4.0.3 or greater
- Your email address archived by your organization's Barracuda Cloud Archiving Service

If you do not have all of the requirements, tap **Demo Account** to view a demo of the app from the initial configuration screen.

Note that there may be a 30 minute delay on new messages due to index caching.

The Barracuda Companion mobile application allows you to perform various actions with your messages that are stored on your organization's Barracuda Cloud Archiving Service including:

- Search for archived messages based on email content, or constrain the search to a date range, a specific sender or recipient, or subject line content;
- Search deleted messages and emails no longer visible in your mail application;
- View and interact with (reply to, reply all, forward) archived messages;
- Save a search query;
- Redeliver messages to your mailbox using the **Resend to Me** option.

These actions are available directly from your Android device, allowing transparent access to, and interaction with, your archived messages.

Only archived messages are available for search with the Barracuda Companion mobile application; non-email items such as calendar entries and contacts are not included in search results.

Configuration

To search your archived mail from your Android device, you must first enter your organization's Barracuda Cloud Archiving Service settings, as well as your email address and password. If you attempt to search archived messages before configuring the settings, an error displays.

Enter the following details to configure the Android device:

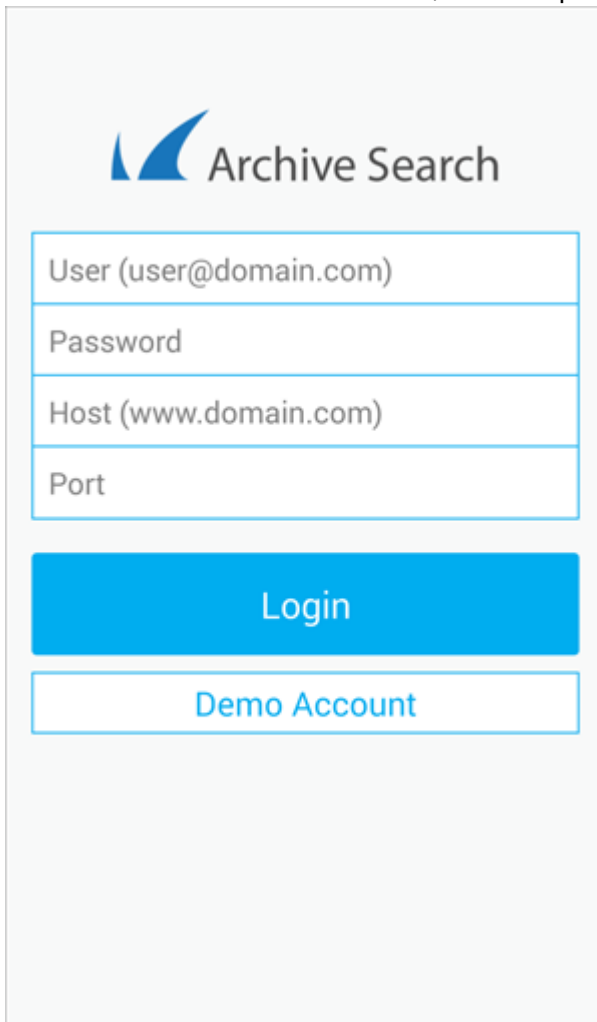
- Your corporate email address, and associated password, from which messages are archived
- Your region-specific MAS hostname, for example: mas.barracudanetworks.com

See [Data Centers by Region](#) for region-specific MAS hostnames.

Download and install the latest Android Barracuda Companion mobile application available from the [Google Play Store](#).

Once the application is installed, use the following steps to set up Archived Mail search.

1. Launch Barracuda Archived Mail; the setup screen displays:



2. Tap in the **User** field, and enter your email address from which to access archived messages. For example, type: myname@company.com
3. Tap in the **Password** field, and enter your password for the specified email address.
4. Tap in the **Host** field, and enter the region-specific MAS hostname, for example, type: mas.uk.barracudanetworks.com

5. Confirm your settings, and tap **Login**.

Configuration is complete and you can now search your archived emails.

You remain logged in to Archived Mail even if you quit out of the application. If you want to log out of Archived Mail, tap the Archived Mail icon, tap **Settings**, and then tap **Logout**.

The Barracuda Cloud Archiving Service administrator can associate an LDAP user or group to a role and list of email addresses in the **Users > LDAP User Add/Update** page. If addresses are excluded, and a configured user runs a search through the Barracuda Cloud Archiving Service Mobile Application, the following whitelist/blacklist rules apply:

- If an address is excluded (blacklisted), the address does not display unless the mail includes the user performing the search to assure that a user can always see their own mail.
- The exclusion rules always take precedence; addresses that are whitelisted are searchable only if the exclusion rules do not block the mail.
- If a user is not configured and is a member of a group, then the blacklist/whitelist rules assigned to that group apply to that user.
- If a user is assigned to a group, when the user logs in via Barracuda Archive Search for Outlook or the Barracuda Cloud Archiving Service Mobile Application, only that user's mail displays. For example, if an LDAP user has the Auditor role, mail available to the Auditor role does not display.


Basic Search

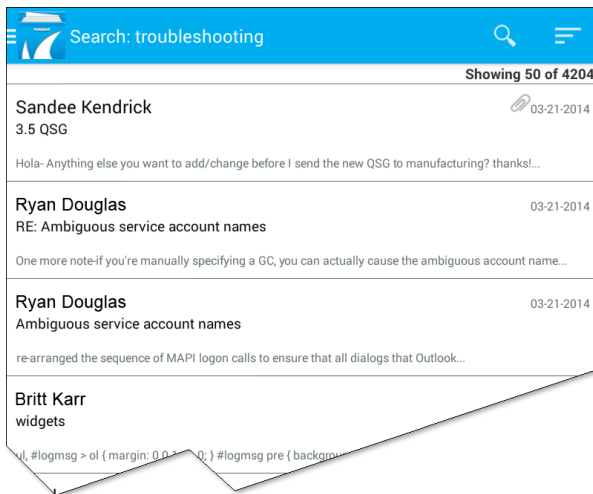
- Wildcards are not supported, and search is not case-sensitive.
- A search is performed on all of your mail folders including trash and deleted items.
- If you leave the search field empty, all archived mail is retrieved.

Use the following steps to run a basic search of your archived mail:

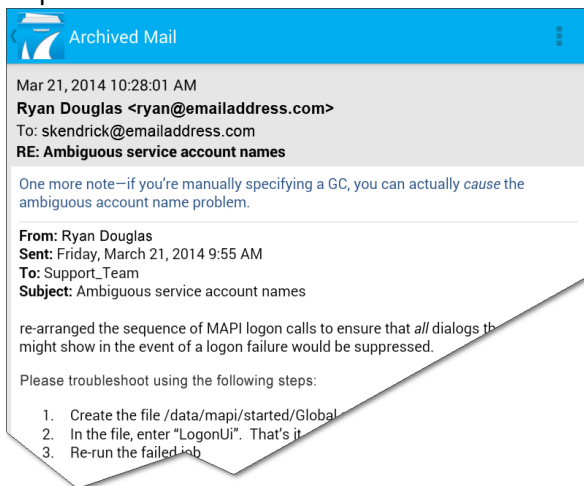
1. Tap the **Search Mail**  icon at the top of the view:



2. Use the keypad to enter the desired keyword or search string, and then tap the **Search**  icon on the keypad to run the search.
3. The search results display:



4. Tap an item to view the archived mail content:



For message actions, refer to the *Basic and Advanced Message Results* section.

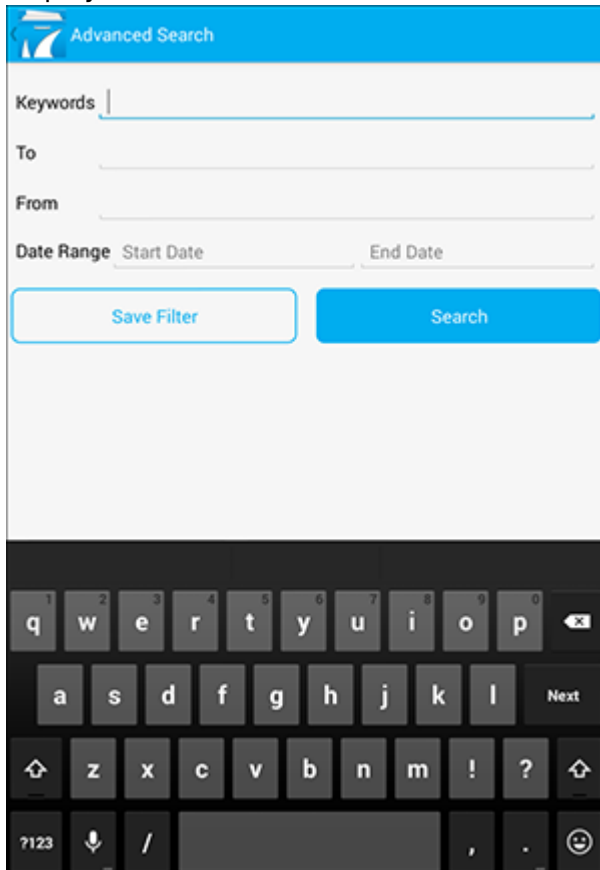
Advanced Search

- Wildcards are not supported, and search is not case-sensitive.
- A search is performed on all of your mail folders including trash and deleted items.
- If you leave a search field empty, for example, there is no specified start or end date, then the search criteria is ignored and all dates matching the remaining criteria are returned. If all search criteria fields are left empty, all archived mail is retrieved.
- The date selected in the **To** field must be the *same* or *later* date than the date selected in the **Date From** field.

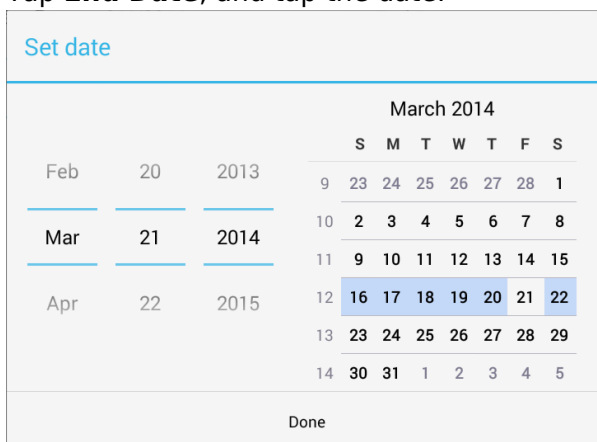
Use the following steps to run an advanced search of your archived mail:

1. Tap the **Advanced Search** (🔍) icon at the top of the view; the **Advanced Search** view

displays:



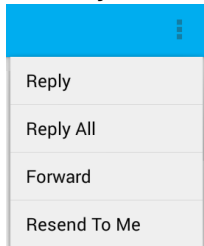
2. Use the keyboard to enter the desired keyword.
 1. To search recipient addresses, tap in the **To** field, and use the keyboard to enter the email address on which to search.
 2. To search message originator addresses, tap in the **From** field, and use the keyboard to enter the email address on which to search.
 3. If you want to add a date range, tap **Start Date** and tap the date, and tap **Done**.
 4. Tap **End Date**, and tap the date:



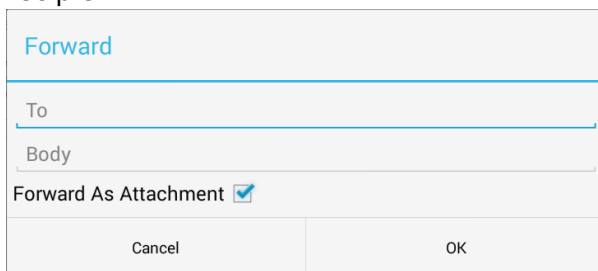
5. Tap **Done**.
3. If you want to save your search criteria, tap **Save Filter**, enter a name for the search, and then tap **Save**.
4. Tap **Search** when you are done adding criteria. All matching search results display.

Basic and Advanced Message Results

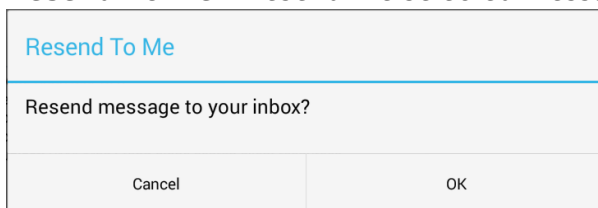
All messages matching the specified criteria display in the search results directly below the search criteria. Tap on the desired message, tap the **Options** icon at the top of the view, and then tap the action you want to take on the message:



- **Reply** – Sends an email response only to the message originator.
- **Reply All** – Sends an email response to the message originator and all recipients
- **Forward** – Send a copy of the archived message to one or more new email addresses, separating each address with a comma. You can select to send as an email or an attachment. If you add as an attachment, enter a message in the **Body** field that you want to display to the recipient.



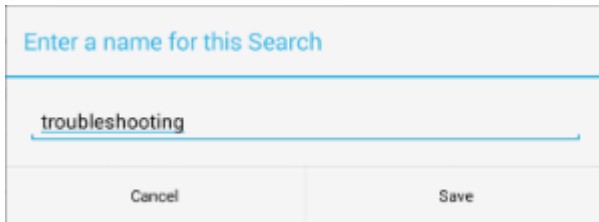
- **Resend To Me** – Resend the selected message to your email address



Saved Search


You can save advanced search criteria to run at a later time. Use the following steps to create a saved search:

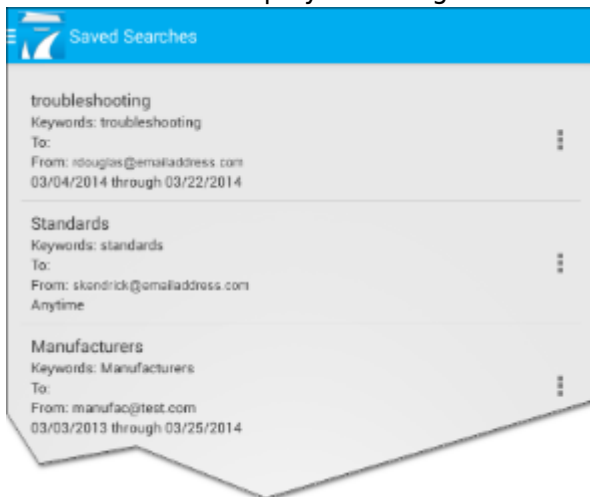
1. Tap on the **Advanced Search** (≡) icon at the top of the view; and enter your search criteria.
2. Tap **Save Filter**, and enter a name for the search:



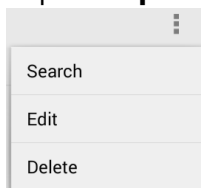
3. Tap **Save**.

To access a saved search, use the following steps:

1. Tap the **Message Archive** () icon at the top of the view, and tap **Saved Searches**. All Saved Searches display including the search criteria:



2. Tap the **Options** icon for the desired saved search to select the action you want to take:



- **Search** – Tap to run the search
- **Edit** – Tap to modify the saved search criteria
- **Delete** – Tap remove the saved search

Settings Screen

Tap the **Message Archive** () icon to access **Settings**, including:

- **User Info** – Configuration details
- **Logout** – Tap to log out
- **Barracuda Cloud Archiving Service** – Tap to view more information about the Archive

Search.

- **Privacy** - Tap to view the Barracuda privacy policy.
- **Enable Demo Account** - By default, the Demo Account is enabled allowing you to view the application even if you do not have all of your configuration details. Tap to disable/enable.
- **Technical Support** - Tap to view Barracuda Networks Technical Support contact information.

Figures

1. setup_screen_v201.png
2. search_icon.png
3. search_area.png
4. keyboard_search.png
5. basic_results.png
6. view_basic_msg.png
7. adv_search_icon.png
8. adv_search_sm.png
9. end_date.png
10. msg_actions.png
11. forward.png
12. resend_to_me.png
13. adv_search_icon.png
14. saved_search_name.png
15. archive_mail_icon.png
16. saved_search_list.png
17. saved_search_actions.png
18. archive_mail_icon.png

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