How to Allow Senders

https://campus.barracuda.com/doc/79468265/

You can allow specific senders by email or domain.

Use caution when adding to the Allowed Senders list. Barracuda cannot remediate attacks sent from these senders.

Adding to the Allowed Senders List

To add specific senders to the Allowed Senders list:

1. Click the menu button in the top left corner, select **Spear Phishing Protection**.
2. In the top right corner, click the Settings icon ⚙ to access the administrative functions.
3. Select the **Allowed Senders** tab.
4. Click **Add Allowed Sender**.
5. In the **Sender Email or Domain** section, enter one email or domain name you want to allow.
   Note: Based on the safety note above, the system allows you to enter only one sender at a time, rather than adding in bulk. Enter one domain or email in this field and complete the steps below. Repeat the process, as needed, for each additional email or domain.
6. Optionally, add a note in the **Comment** field.
7. Click **Save**.
8. Complete steps 4 through 6 for any additional senders you want to allow.

Deleting a Allowed Sender

To delete an allowed sender:

1. On the **Allowed Senders** page, locate the allowed sender you want to remove. Click the Delete ⊠ icon associated with that sender.
2. Click **Close**.

Editing an Allowed Sender

To edit an allowed sender:

1. On the **Allowed Senders** page, locate the allowed sender you want to edit. Click the Edit ✏ icon associated with that sender.
2. Make any changes, then click **Save**.
3. Click **Close**.

Figures

1. settingsGear.png
2. deleteIcon.png
3. editIcon.png