

How to Configure Microsoft 365 Outbound Automatic Replies

<https://campus.barracuda.com/doc/96022969/>

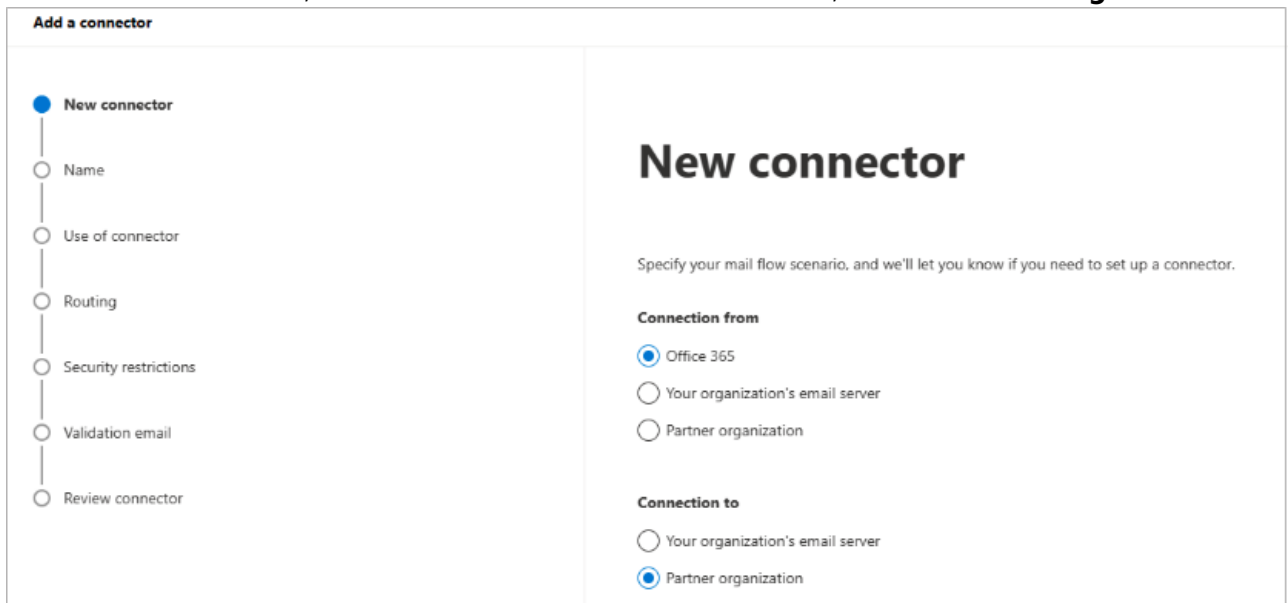
Use the steps in this article to configure outbound automatic replies that do not have an Envelope-From address or have an Envelope-From domain not in Email Gateway Defense (such as onmicrosoft.com). This ensures that relayed mail and mail without an Envelope-From is sent directly to the internet bypassing Email Gateway Defense.

Note that if you are using a 3rd party signature service, such as CodeTwo or Exclaimer Cloud, click **Stop processing more rules** in your mail flow rule for your signature service. This will ensure that your mail will have the signatures applied.

Step 1. Create the Connector

Note that the following steps use the new Exchange admin center user interface.

1. Log into the Microsoft 365 admin center <https://admin.exchange.microsoft.com/>.
2. In the left pane, click **Mail flow**, and click **Connectors**.
3. Click the **Add a connector** button, and use the wizard to create a new connector.
4. For **Connection from**, select **Office 365**. For **Connection to**, select **Partner organization**.



Add a connector

New connector

Specify your mail flow scenario, and we'll let you know if you need to set up a connector.

Connection from

☒ Office 365

☐ Your organization's email server

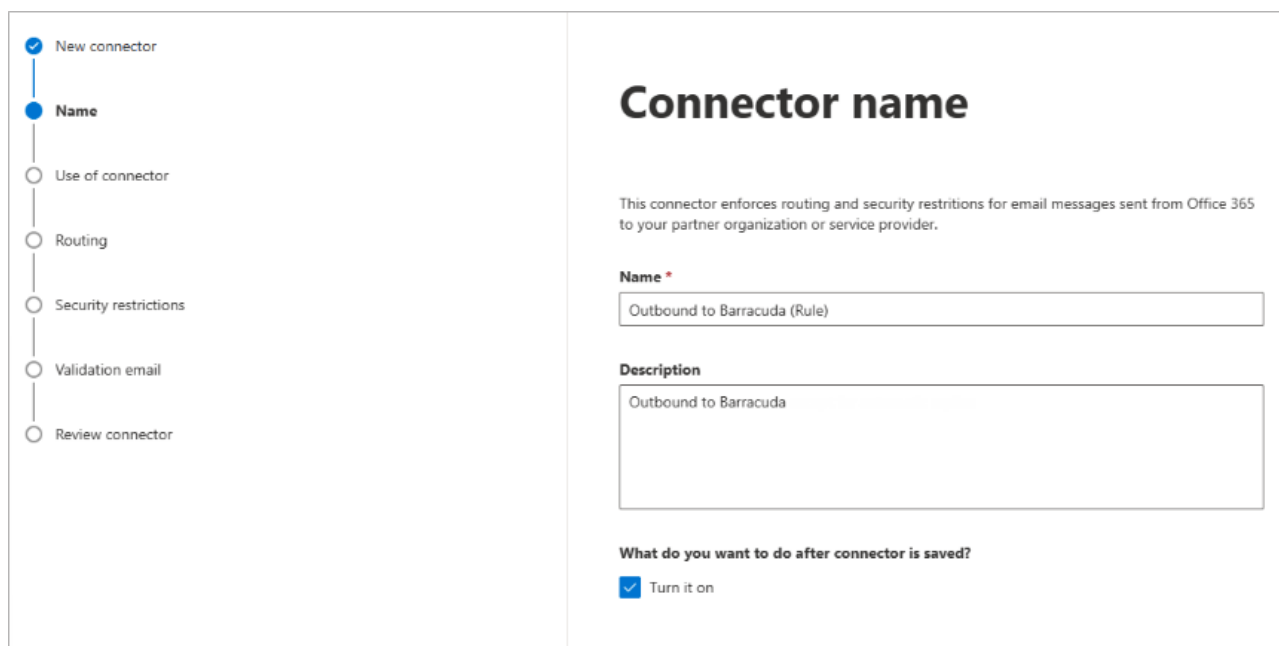
☐ Partner organization

Connection to

☐ Your organization's email server

☒ Partner organization

5. Click **Next**. Enter a **Name** and (optional) **Description** to identify the connector:



Connector name

This connector enforces routing and security restrictions for email messages sent from Office 365 to your partner organization or service provider.

Name *

Outbound to Barracuda (Rule)

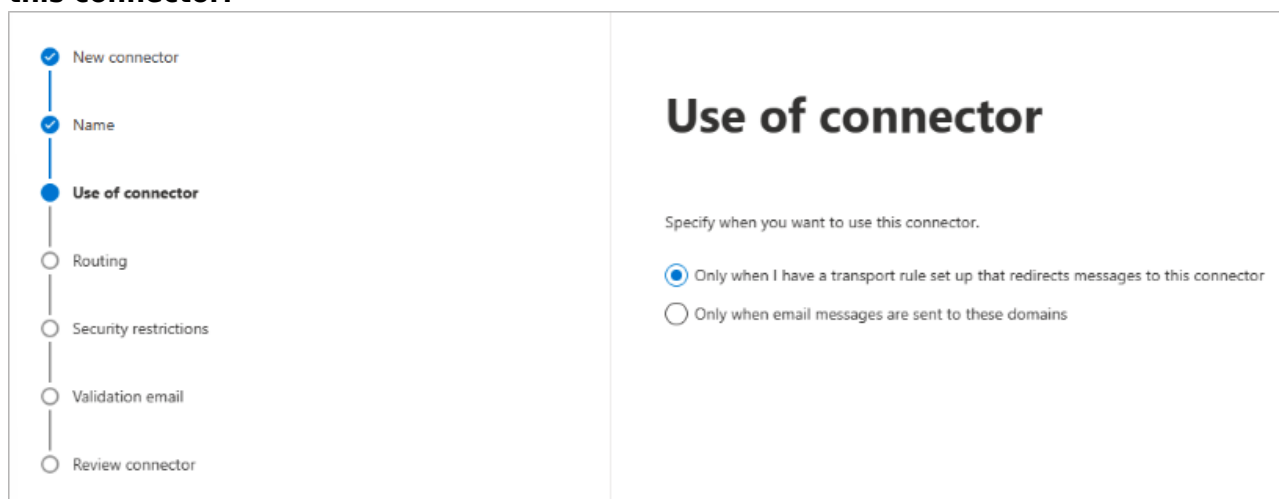
Description

Outbound to Barracuda

What do you want to do after connector is saved?

☒ Turn it on

6. Click **Next**. Select **Only when I have a transport rule set up that redirects messages to this connector**.



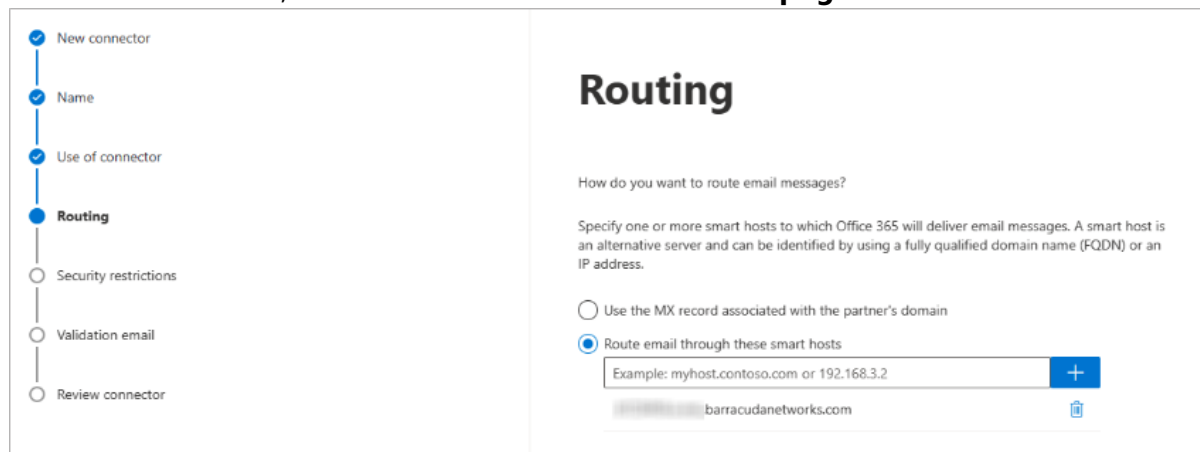
Use of connector

Specify when you want to use this connector.

☒ Only when I have a transport rule set up that redirects messages to this connector

☐ Only when email messages are sent to these domains

7. Click **Next**. Select **Route email through these smart host**, and click the + symbol.
1. Go to Email Gateway Defense, and click the **Domains** tab. Copy your outbound hostname from the MX records, and enter it in the **add smart host page**:



Routing

How do you want to route email messages?

Specify one or more smart hosts to which Office 365 will deliver email messages. A smart host is an alternative server and can be identified by using a fully qualified domain name (FQDN) or an IP address.

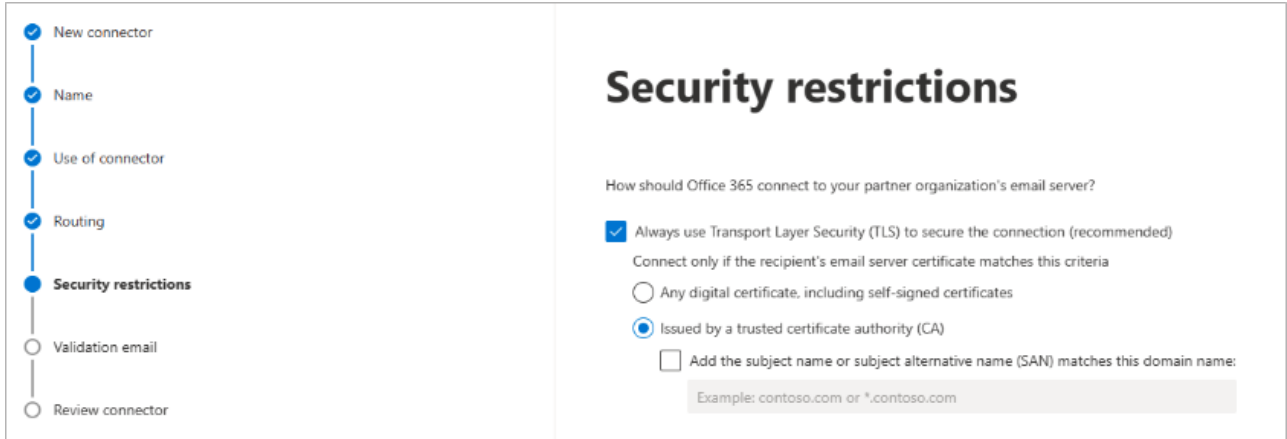
☐ Use the MX record associated with the partner's domain

☒ Route email through these smart hosts

Example: myhost.contoso.com or 192.168.3.2

barracudanetworks.com

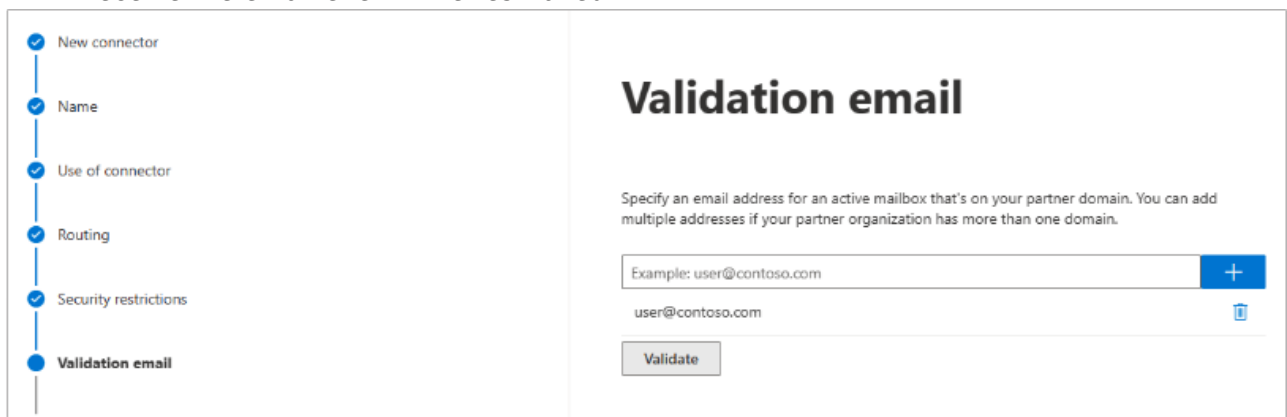
8. Click **Next**. Use the default settings for the **Security restrictions: Always use Transport Layer Security (TLS) to secure the connection (recommended) > Issues by Trusted certificate authority (CA)**:



9. Enter an external email address to validate the connector. For this test, it is important to use an email address from *outside your organization*, like a gmail or yahoo email address. Click **Validate**.

There are two parts of the validation:

1. **Test Connectivity** – If this test fails, Outbound Groups is not enabled. Contact [Barracuda Networks Technical Support](#) and request that Outbound Groups be enabled on your Email Gateway Defense account.
2. **Send Test Email** – If the test fails, there is no cause for concern. The test email comes from a Microsoft domain, not from your domain, so it is rejected. If you changed your domain away from onmicrosoft.com, the test should work. Note that you might still receive the email even if the test failed.

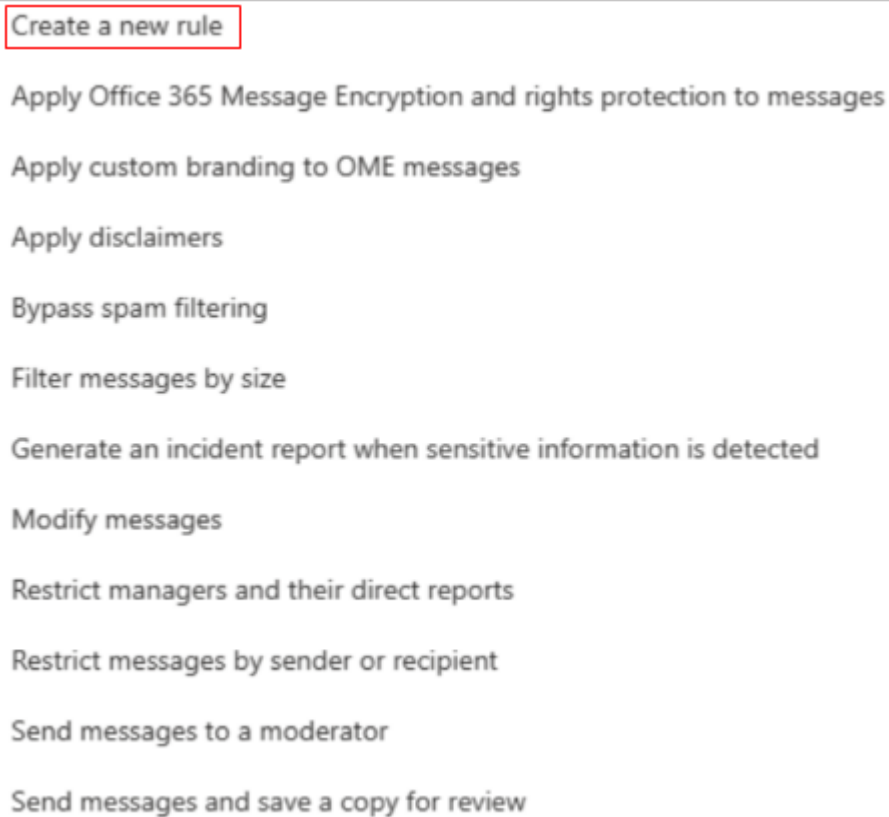


10. Once the validation process is complete, click **Next**. Review your settings and then click **Create connector**.

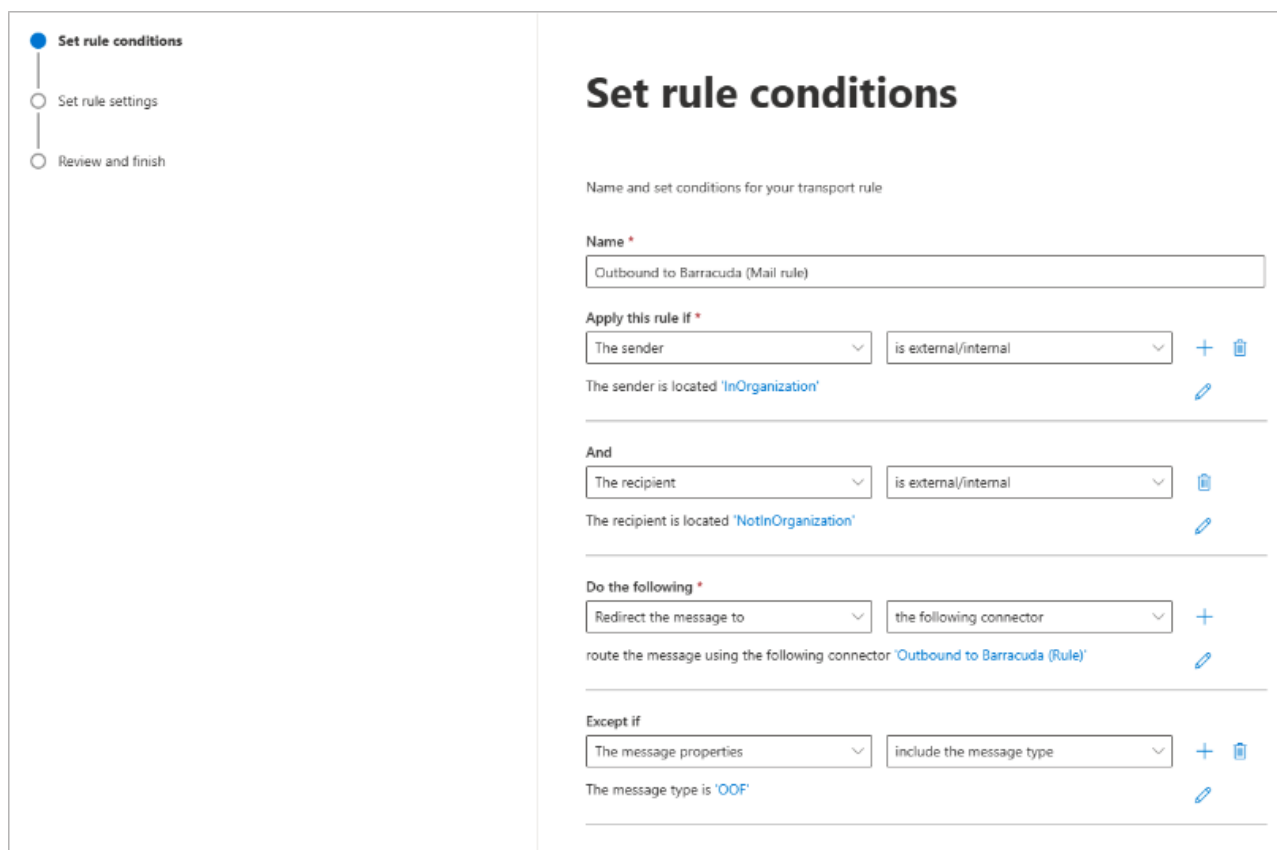
Step 2. Create Transport Rule

1. Log into the Microsoft 365 admin center <https://admin.exchange.microsoft.com/>.
2. In the left pane, click **mail flow**, and click **rules**.
3. Click **Add a rule**.

4. Select **Create a new rule**.



5. In the **new rule** page, enter a **Name** to represent the rule.
6. Under **Apply this if**, select **The sender > is external/internal > Inside the organization**.
7. Click the + to add a new condition.
8. From the drop-down menu, select **The recipient > is external/internal > Outside the organization**.
9. Under **Do the following**, select **Redirect the message to > the following connector**, and select the connector you defined above in *Step 1. Create the Connector*.
10. Under **Except if**, select **The message properties > include the message type > Automatic reply**.



Set rule conditions

Name and set conditions for your transport rule

Name *

Outbound to Barracuda (Mail rule)

Apply this rule if *

The sender is external/internal

The sender is located 'InOrganization'

And

The recipient is external/internal

The recipient is located 'NotInOrganization'

Do the following *

Redirect the message to the following connector

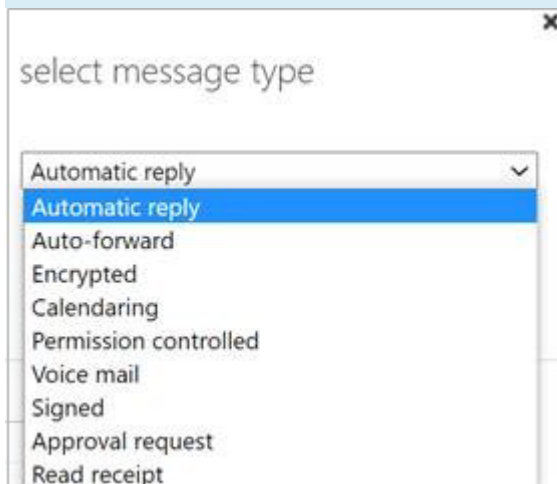
route the message using the following connector 'Outbound to Barracuda (Rule)'

Except if

The message properties include the message type

The message type is 'OOF'

You can only set one message type exception per rule. You must create multiple mail flow rules for different message types, for example, one for **Automatic reply** and one for **Auto-forward**.



select message type

Automatic reply

Automatic reply

Auto-forward

Encrypted

Calendaring

Permission controlled

Voice mail

Signed

Approval request

Read receipt

11. Click **Next**.
12. Under **Match sender address in message**, select **Header or envelope**.

Set rule conditions

Set rule settings

Review and finish

Set rule settings

Set settings for your transport rule

Rule mode

☒ Enforce

☐ Test with Policy Tips

☐ Test without Policy Tips

Severity *

Not specified

☐ Activate this rule on

7/5/2023 - 5:00 PM

☐ Deactivate this rule on

7/5/2023 - 5:00 PM

☐ Stop processing more rules

☐ Defer the message if rule processing doesn't complete

Match sender address in message *

Header or envelope

Comments

13. Click **Next**.

14. Review the settings and then click **Finish**.

✓ Set rule conditions

✓ Set rule settings

● Review and finish

Review and finish

After you finish creating this rule, it is turned off by default until you turn it on from the Rules page

Rule name
Outbound to Barracuda (Mail rule)

Rule comments

Rule conditions	Rule settings
Apply this rule if The sender is located 'InOrganization' The recipient is located 'NotInOrganization'	Mode Enforce
Do the following route the message using the following connector 'Outbound to Barracuda (Rule)'	Set date range Specific date range is not set
Except if The message type is 'OOO'	Priority 16
Edit rule conditions	Severity Not specified
	For rule processing errors Ignore
	Stop processing more rules false
	Edit rule settings

Step 3. Disable Existing Barracuda Networks Send Connector

1. Log into the Microsoft 365 admin center <https://admin.exchange.microsoft.com/>.
2. In the left pane, click **mail flow**, and click **connectors**.
3. Select the send connector you created during [Step 2 - Configure Microsoft 365 for Inbound and Outbound Mail](#), *Step 7. Configure Outbound Mail* section.
4. Disable the send connector.

Your system will now use the new send connector you created in Step 1 above.

Figures

1. ms_newConnector.png
2. ms_ConnectorName1.png
3. ms_UseofConnector.png
4. ms_ConnectorRouting.png
5. ms_SecurityRestrictions1.png
6. ms_validateEmail1.png
7. ms_CreateNewRule.png
8. ms_ruleConditions.png
9. messageType01.png
10. ms_ruleSettings.png
11. ms_ruleReview.png

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