

Barracuda MSP



Managed PhishLine – Monthly Schedule

All Campaigns are submitted on the 8th of each month, this requires us to ensure any new submissions for the service or additions/updates be in place by the 28th of the presiding month.

For Example, Campaign schedule to start on the 8th September, The Managed Phishline Team will require all updates and new additions to be completed on or before 28th of August.

Below is our operating schedule:

Deadline for submission	Responsibility	Action
28 th of Month	MSP/SMB	Cut off date: MSP PhishLine team to have received requests for next campaign <ul style="list-style-type: none">New Account set-ups in full (Address book received & Allow lists implemented by MSP/SMB)Updates to any existing address books Anything received after, will be applied for the following month.
1 st of Month	Barracuda	Schedules are updated
1 st -4 th of Month	Barracuda	Implement pre-prepared campaign content for the months run
5 th of Month	Barracuda	Campaigns Audited
8 th of Month	Barracuda	Campaigns go live, service will start submitting email
16 th of Month	Barracuda	Design next months campaign content
22 nd of Month	Global	Campaigns will end, no further submissions from the service
23 rd of Month	Global	Campaign cut off date, Training must be completed by
26-28 th of Month	Barracuda	Reports are generated and populated into secure report library
28 th of Month	MSP/SMB	Cut off date for new and updates