

## Configuring the Clearswift Secure Email Gateway to Work with Microsoft Office 365

Version 3.2

December 2021

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## Introduction

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This document explains how to integrate the Clearswift Secure Email Gateway (SEG) with Microsoft Office 365 in order to provide enhanced Adaptive Data Loss Prevention (A-DLP) defenses and complement the Office 365 hygiene components.

There are numerous Office 365 packages suited to different customer requirements. This document is based on the Office 365 Enterprise E3 package which is Microsoft's target platform for mid and larger sized enterprises.

This document assumes that you are familiar with how to configure the SEG. If you would like more information on basic configuration of the SEG, please refer to the online help. Scheduled classroom and webinar training courses are also available here:  
<https://www.clearswift.com/training-and-support/training-courses>

You will need to ensure that any SPF, DKIM, DMARC, etc. records that you have published by your DNS provider will need to be updated to include details of your SEG(s). If your domain is managed by Microsoft, you may need to contact Microsoft directly to get your DNS records updated.

It is recommended that you install a valid TLS certificate on your SEG, as this will allow you to configure a TLS connection between your Office 365 instance and SEG, where you can validate the TLS certificate used by the SEG. You can learn more about configuring TLS on the SEG in this [document](#).

The process for configuring the Clearswift SEG to work with Microsoft Office 365 can be broken down into a number of steps:

- Configure the SEG to scan inbound email before routing to Office 365
- Configure the SEG to scan outbound email from Office 365
- Configure the SEG to detect spam in an Office 365 environment
- Configure the SEG to detect malicious URLs in an Office 365 environment
- Configure the SEG to only send and receive messages from valid email addresses in your domain
- Configure the SEG to prevent relaying spoofed email from Office 365
- Configure an Office 365 connector to route outgoing email to the SEG
- Configure an Office 365 rule to route outgoing email to the SEG
- Configure an Office 365 connector to accept incoming email from the SEG
- Configure the SEG to scan internal Office 365 email
- Configure Office 365 to route internal email via the SEG

Please note that it is recommended that you perform all of the steps detailed in this document. If you do not implement one of the steps, you may experience disruption to your email flow.

## Configure the SEG to Scan Inbound Email Before Routing to Office 365

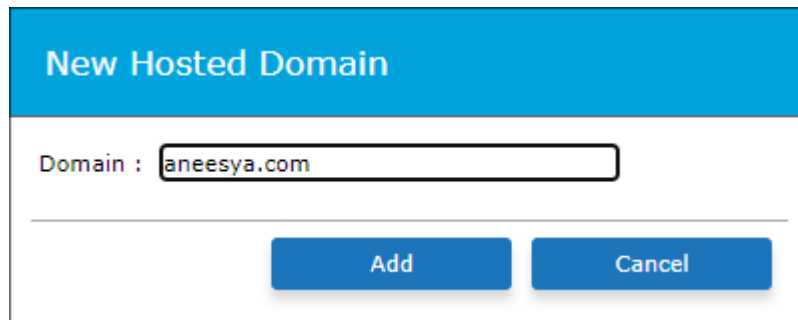
---

In this scenario your organization should ensure that your DNS MX records are directed to your SEG server(s).

The SEG(s) will then process emails according to policy and valid messages will be routed to your organization's Office 365 deployment.

To configure the SEG to accept messages for your organization's domain and route traffic to your Office 365 instance:


1. In the Clearswift Secure Email Gateway user interface, click on the **System > SMTP Settings > Mail Domains and Routing**.
2. In the **Hosted Domains** tab, click on **New**.
3. In the **New Hosted Domain** dialog, enter your organization's email domain (e.g. aneesya.com) into the **Domain** field and click on **Add**.



4. In the **Email Routing** tab, click on **New**.

5. In the **Add Email Route** dialog:
- Enter your organization's email domain (e.g. aneesya.com) into the **Domain** field.
  - Select the **To a server** radio button.
  - Enter the Host Name for your organization's Office 365 deployment (this can be obtained from your Office 365 portal, under Domains and the Domain Settings for the relevant domain, e.g. aneesya-com.mail.protection.outlook.com) in the **Server** field.
  - The value in the **Port** field should be 25.
  - Ensure that the **TLS** drop down is set to none (you can enable mandatory TLS later if you wish, please refer to the Help documentation).
    - It is recommended that you enable opportunistic TLS under **System > Encryption > TLS Configuration** as a minimum when communicating between Office 365 and your SEG(s).
  - Ensure that the **Authentication** drop down is set to **None**.
  - Click on **Add**.

### Add Email Route

 Authentication is not enabled.  
Global TLS is disabled.

Domain :

Route : 

☐ Using DNS

☒ To a server

☐ To an MTA group

Server :

Port :

Use the outbound TLS configuration from this connection profile :

TLS : 

Select TLS Configuration

Use these authentication settings when connecting to the email server :

Authentication : 

None

Add

Cancel

## Configure the SEG to Scan Outbound Email from Office 365

You now need to configure your SEG to allow Office 365 to send messages through your SEG. You can do this by adding \*.outbound.protection.outlook.com as a Client Host under your Internal Email Servers Connection. This then treats any servers that have hostnames ending with outbound.protection.outlook.com as an internal email server. This is necessary, because your emails originating from Office 365 can be sent from any of thousands of mail servers.

To do this:

1. In the Clearswift Secure Email Gateway user interface, click on the **System > SMTP Settings > Connections**.
2. Select the **Internal Email Servers** entry and then click on **Edit**.
3. In the **Client Hosts** tab, click on **New**.
4. In the **New Client Host** dialog:
  - a. Enter the following in the **Host** field: \*.outbound.protection.outlook.com
  - b. Click on **Add**.

The screenshot shows the Clearswift Secure Email Gateway user interface. The top navigation bar includes Home, Policy, Messages, Reports, System, Health, and Users. The main content area is titled 'Overview' with a sub-header 'Internal Email Servers'. A button 'Click here to change these settings' is visible. Below the Overview section, there are tabs for Client Hosts, Sender Domains, Relay, TLS Settings, and Authentication. The 'Client Hosts' tab is active, showing a list of hosts. A 'New' button is visible next to the 'Hosts' header. The list contains one entry: \*.outbound.protection.outlook.com.

It is recommended that you configure mandatory TLS between the SEG and Office 365.

To do this:

1. In the Clearswift Secure Email Gateway user interface, click on the **System > SMTP Settings > Connections**.
2. Select the **Internal Email Servers** entry and then click on **Edit**.
3. Click on the **TLS Settings** tab.

4. Configure the **Outbound (When Acting as a Client)** section as follows:
  - a. Select the **Use Mandatory TLS for this connection profile** check box.
  - b. Select the **Use global settings (TLS 1.2)** check box.
  - c. Select the **Use global settings (Medium)** check box.
  - d. Ensure the **No validation** radio button is selected.
  - e. Click on **Save**.

**Outbound (When Acting as a Client)**  
☒ Use Mandatory TLS for this connection profile  
  
Supported protocols  
TLS versions in use for communication:  
☒ Use global settings (TLS 1.2)  
☐ 1.0 - (Not recommended).  
☐ 1.1 - (Recommended only if 1.2 connections are not possible).  
☒ 1.2 - (Recommended).  
  
Minimum cipher strength  
TLS communication will use at least the following cipher strength :  
☒ Use global settings (Medium)  
☐ High  
☒ Medium  
☐ Any  
  
Server certificate validation  
☒ No validation  
☐ Validate the receiving server certificate SAN/CN  
☐ Validation requires SAN/CN to match:   
  

Save Cancel

5. Configure the **Inbound (When Acting as a Server)** section as follows:
  - a. Select the **Require valid client certificate** check box.
  - b. Click on **Save**.

**Inbound (When Acting as a Server)**  
☒ Use Mandatory TLS for this connection profile  
  
Encryption strength  
Encryption should meet or exceed :  bits  
  
Client certificate validation  
☒ Require valid client certificate:  

(Leave blank to indicate the hostname of the client)

☐ CN of the certificate must match the following field :

☐ CN of the certificate issuer must match the following field :


Save Cancel

6. Click on the **System > SMTP Settings > Mail Domains and Routing**.
7. Click on the **Email Routing** tab.
8. Use the check box to select the entry for your organization's email domain that you created earlier and then click on **Edit**.



9. In the **Edit Email Route** dialog:
  - a. Use the TLS drop down to select: **Internal Email Servers**
  - b. Click on **Update**.

### Edit Email Route

 Authentication is not enabled.  
Using mandatory TLS from selected connection profile.

Domain :

Route : ☐ Using DNS  
☒ To a server  
☐ To an MTA group

Server :

Port :

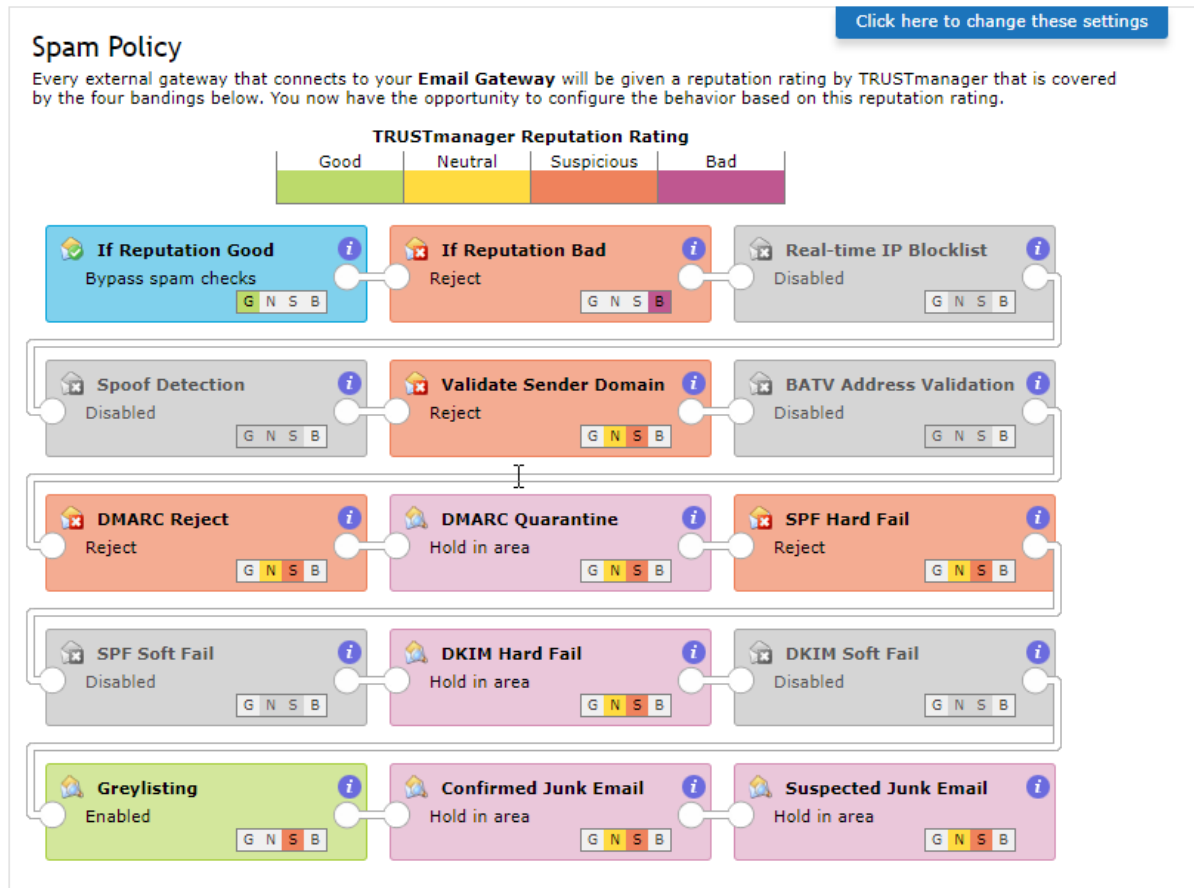
Use the outbound TLS configuration from this connection profile :  
TLS :

Use these authentication settings when connecting to the email server :  
Authentication :

Please note that for security reasons, Office 365 certificates do change from time to time, so you should consult Microsoft documentation to obtain the current certificate details:  
<https://docs.microsoft.com/en-us/office365/securitycompliance/exchange-online-uses-tls-to-secure-email-connections>

## Configure the SEG to Detect Spam in an Office 365 Environment

By default, comprehensive Spam detection is enabled using the Global spam rule. There are many component parts that can be enabled/disabled/adjusted as necessary.



For more information on configuring Spam detection, please see the Online Help.

## Configure the SEG to Detect Malicious URLs in an Office 365 Environment

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As well as detecting Malware and Spam, the SEG can also be configured to detect and block messages that contain malicious URLs.

To do this:

1. In the Clearswift Secure Email Gateway user interface, click on the **Policy > Manage Policy Definition > Mail Policy Routes**.
2. Select route 2, which should be Anyone to My Company.
3. Click on **Edit** which will open the **Modify Policy Route** page.
4. In the **Unless One of These Content Rules Triggers** panel, click on **New**.
5. In the **Add a Content Rule** dialog, click on **Create New** and select **Sanitize Message** and then select **Close**.
6. This will have created a **Sanitize Message** content rule at the bottom of the list of rules.
7. Select this new rule and press **Edit**.
8. In the **What To Look For** panel, click on **Click here to change these settings**.
9. In the **URLs and Hyperlinks**:
  - a. Select **Message subjects**.
  - b. Select **Message bodies**.
  - c. Select **Only the URLs defined in the selected lists**.
  - d. Select both Sophos and MailShell URL list.
  - e. Click **Save**.
10. In the **What To Do** panel, click on **Click here to change these settings**.
11. In the **Disposal Action**, change the **Perform no action** to **Hold in Virus area** and click **Save**.

Overview

Sanitize Message

Click here to change these settings

### What To Look For?

In order for this content rule to trigger the test conditions detailed on this panel must be met by the message being processed. If the conditions are met, then the collection of actions described within the **'What to do?'** panel will be carried out.

#### Which Message Types

Select the message type(s) you wish to apply this content rule to:

☒ All messages  
☐ Selected messages

☒ Virus Outbreak  
☒ Confirmed Phishing  
☒ Suspected Phishing  
☒ Confirmed Spam  
☒ Suspected Spam  
☒ Newsletter

#### Mode

Select the content rule mode:

☒ Detect only  
☐ Detect and sanitize

#### HTML and RTF Email Bodies

☐ Convert message to plain text

Detect or remove possible threats in email bodies:

☐ Embedded content (e.g. images, other data)  
☐ Active content (e.g. scripts)  
☐ Links to resources (e.g. links to images, stylesheets)

#### URLs and Hyperlinks

Detect or sanitize URLs and hyperlinks in:

☒ Message subjects  
☒ Message bodies

Detect or sanitize the following:

☐ All URLs and hyperlinks

☐ Re-write URLs using the format:

☒ Only the URLs defined in the selected lists:

☒ Mailshell Real-time Malicious URL List  
☒ Sophos Real-time Malicious URL List

12. Once again, from the **Policy > Manage Policy Definition > Mail Policy Routes**, select the route and click **Edit** to display the **Modify Policy Route** page.
13. In the **Modify Policy Route** page, select the **Sanitize Message** content rule (currently at the bottom of the list) and click the up arrow until the rule is at position 2 in the list.

## Configure the SEG to Only Send and Receive Messages from Valid Email Addresses in your Domain

To limit the ability of third parties to use Office 365 accounts to relay spoofed messages through your SEG it is recommended that you replace the standard My Company address list on the SEG with one that contains only valid email addresses within your organization.

To do this:

1. In the Clearswift Secure Email Gateway user interface, click on the **Policy > Policy References > Email Addresses**.
2. Create a My Company (Valid Addresses) address list by performing one of the following:
  - a. Edit the My Company address list to contain all of your organization's valid email addresses and remove any wildcarded entries (e.g. \*@aneesya.com).
  - b. Create a new **LDAP Synchronized Address List** that will query your directory server for all of the valid email addresses in your organization.
3. Click on the **Policy > Mail Policy Routes**.
4. Replace all instances of the My Company address list with the newly created My Company (Valid Addresses) list.

Home

Policy

Messages

Reports

System

Health

Users

**Warning**

- There are 1 alarm(s) at this time.
- Network access to the Clearswift Secure Email Gateway via SSH is currently enabled. We do not advise leaving SSH access enabled for long periods.

**Changes Made**

Configuration changes have been made that need to be applied to take effect.

Apply Configuration

Discard Configuration

### Manage Policy Routes

Using this page you should create the routes that describe the ways users within your organization communicate. For each route you will need to supply a default action and order the content rules that should be performed.

New

Identify

Show Route Selectors

Show rules

3 Routes defined (applied in the order shown)

	Action	From	To	Rules
1.	<input type="checkbox"/> Deliver the message	My Company (Valid Addresses) Empty Senders	Anyone	18
2.	<input type="checkbox"/> Deliver the message	Anyone	My Company (Valid Addresses)	21
3.	<input type="checkbox"/> Drop the message	For all email that does not match another route		

You have now limited the ability of third parties to relay emails through your SEG(s) from inside Office 365.

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## Configure the SEG to Prevent Relaying Spoofed Email from Office 365

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To further limit the ability of third parties to use Office 365 accounts to relay spoofed messages through your SEG it is recommended that you configure Office 365 to add an X-Header to all of the emails that originate from your domains. You can then configure your SEG to only deliver messages that appear to originate from your email domains and contain the appropriate X-Header value. This will help to address any attempts by third parties to use their own Office 365 account to spoof messages so that they appear to originate from one of your email domains.

The "[Configure an Office 365 Rule to Route Outgoing Email to the SEG](#)" section of this guide will take you through the steps to configure Office 365 to add an X-Header containing a specific value to any emails originating from one of your domains. Please note that you should not apply this policy change to your SEG(s) until you have completed the steps in the "[Configure an Office 365 Rule to Route Outgoing Email to the SEG](#)" section.

In this step, you will configure the SEG to scan for that X-Header and the correct value.

To do this:

1. In the Clearswift Secure Email Gateway user interface, click on the **System > Mail Domains and Routing**.
2. Select your own domains.
3. Click on **Configure Microsoft 365 Access Tokens**.
4. In the **Configure Microsoft 365 Access Tokens** dialog, select the **Add a new access token to the selected domains** check box.
5. In the **Access token** field, you can enter an alphanumeric string or press the **Generate** button to generate a GUID value.
6. In the **Comment** field, you can enter an optional description.
7. Click on **OK**.

Home Policy Messages Reports System Health Users

### Warning

- There are 1 alarm(s) at this time.
- Network access to the Clearswift Secure Email Gateway via SSH is currently enabled. We do not advise leaving SSH access enabled for long periods.

### Changes Made

Configuration changes have been made that need to be applied to take effect.

[Apply Configuration](#)  
[Discard Configuration](#)

### What would you like to do?

- [New hosted domain](#)
- [New email route](#)
- [New MTA group](#)
- [Ping a host](#)
- [Traceroute to a host](#)
- [Query DNS records](#)
- [Test SMTP Connection](#)

### Help

- [Welcome to Online Help](#)
- [Hosted Domains](#)
- [Email Routing](#)
- [DKIM signing on outbound messages](#)
- [MTA Groups](#)

## Mail Domains and Routing

The settings on this page define which mail domains are being managed and how email is routed within your network.

[Hosted Domains](#) [Email Routing](#) [MTA Groups](#)

[New](#) [Edit](#) [Delete](#) [Configure Microsoft 365 Access Tokens](#)

Search text  [Search](#)

Showing 1 - 1 of 1

Domain	M365
<input checked="" type="checkbox"/> aneesya.com	<input type="checkbox"/>

### Configure Microsoft 365 Access Tokens

**Configure the values for the X-Clearswift-M365 message header**

You will need to configure a rule in the Exchange admin center to add this message header.

☒ Add a new access token to the selected domains

Access token:  [Generate](#)

Comment:

There are no access tokens on the selected domains

[OK](#) [Cancel](#)

The X-header is not preserved in the message once it has been received and processed by the SEG, this is for security purposes.

Note that it is possible to define multiple Access Tokens per domain.

## Configure an Office 365 Connector to Route Outgoing Email to the SEG

The next step is to reconfigure your organization's Office 365 portal to redirect all outbound email to the SEG server(s). You should begin by creating a new connector to route emails from your Office 365 deployment to the SEG server(s).

To do this:

1. In your organization's Office 365 instance, click on **Admin centers, Exchange**.
2. Click on **mail flow**.
3. Click on **connectors**.
4. In the connectors section, click on **+**.
5. In the Select your mail flow scenario dialog:
  - a. Use the From drop down to select **Office 365**.
  - b. Use the To drop down to select **Partner organization**.
  - c. Click on **Next**.

New Connector - Microsoft Edge

https://outlook.office365.com/ecp/Connectors/ConnectorSelection.aspx?ActivityCorrelationID=b90bdfda-1a41-

Select your mail flow scenario

Specify your mail flow scenario, and we'll let you know if you need to set up a connector. [Learn more](#)

From: Office 365

To: Partner organization

Creating a connector is optional for this mail flow scenario. Create a connector only if you want to enhance security for the email messages sent between Office 365 and your partner organization or service provider. You can create multiple connectors for this scenario, each applying to different partner organizations or service providers. [Learn more about enhancing email security](#)

Office 365: Your cloud email subscription.

Your organization's email server: This is an email server that you manage. It's often called an on-premises server.

Partner organization: A partner can be an organization you do business with, such as a bank. It can also be a cloud email service provider that provides services such as archiving, anti-spam, and so on.

Internet: For inbound email, this refers to email that's sent from the Internet to Office 365 (not to your email server or partner organization). For outbound email, it refers

Next Cancel

6. In the New connector dialog:
  - a. Enter a name for the connector.
  - b. Enter a description.
  - c. Ensure that the **Turn it on** check box is selected.
  - d. Click on **Next**.



7. In the When do you want to use this connector? dialog:
  - a. Select the **Only when I have a transport rule set up that redirects messages to this connector** radio button.
  - b. Click on **Next**.

When do 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

+

–

Select this option only if you created a rule that redirects email messages to this connector.

[Learn more](#)

Back Next Cancel

8. In the How do you want to route email messages? dialog:
  - a. Select the **Route email through these smart hosts** radio button.
  - b. Select **+**.
  - c. In the add smart host dialog, enter the IP address/hostname of the SEG and then click on **Save**.
  - d. Repeat for any additional SEGs.
  - e. Click on **Next**.

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. [Learn more](#)

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

☒ Route email through these smart hosts

+

–

pmseg01.uksouth.cloudapp.azure.com

Back Next Cancel

9. In the How should Office 365 connect to your partner organization's email server? dialog:
- Specify if a mandatory TLS connection should be used and the appropriate settings (it is recommended to at least use the default settings and you should consider validating against the certificate used by the SEG).
  - Click on **Next**.

The screenshot shows a web browser window titled "New Connector - Microsoft Edge" with the address bar displaying "https://outlook.office365.com/ecp/Connectors/OutboundConnector.aspx?ConnectorType=Partner". The main content area is titled "New connector" and contains the question "How should Office 365 connect to your partner organization's email server?". Below this question are three radio button options: "Always use Transport Layer Security (TLS) to secure the connection (recommended)" (which is selected), "Connect only if the recipient's email server certificate matches this criteria", and "Any digital certificate, including self-signed certificates". Under the second option, there is a checkbox for "Issued by a trusted certificate authority (CA)" and another checkbox for "And the subject name or subject alternative name (SAN) matches this domain name:". Below these checkboxes is a text input field with the placeholder text "Example: contoso.com or \*.contoso.com". A tooltip on the right side of the dialog explains that TLS is a security protocol that helps to encrypt and deliver email messages securely, and that messages will be rejected if the TLS connection isn't successful. At the bottom of the dialog are three buttons: "Back", "Next", and "Cancel".

New Connector - Microsoft Edge

https://outlook.office365.com/ecp/Connectors/OutboundConnector.aspx?ConnectorType=Partner

New connector

How should Office 365 connect to your partner organization's email server?

☒ Always use Transport Layer Security (TLS) to secure the connection (recommended)

☐ Connect only if the recipient's email server certificate matches this criteria

☐ Any digital certificate, including self-signed certificates

☒ Issued by a trusted certificate authority (CA)

☐ And the subject name or subject alternative name (SAN) matches this domain name:

Example: contoso.com or \*.contoso.com

TLS is a security protocol that helps to encrypt and deliver email messages securely so no one except the sender and recipient can access or tamper with the message. If you select this option, messages will be rejected if the TLS connection isn't successful.

Back Next Cancel

10. In the Confirm your settings dialog, click on **Next**.

New Connector - Microsoft Edge

https://outlook.office365.com/ecp/Connectors/OutboundConnector.aspx?ConnectorType=Partner

New connector

**Confirm your settings**  
Before we validate this connector for you, make sure these are the settings you want to configure.

Mail flow scenario  
From: Office 365  
To: Partner organization

Name  
Aneesya Outbound

Description  
None

Status  
Off. I'll turn it on later.

When to use the connector  
Use only for email sent to these domains: \*

Routing method  
Route email messages through these smart hosts:  
pmseg01.uksouth.cloudapp.azure.com

Back Next Cancel

11. In the Validate this connector dialog, enter one or more email addresses to send the validation message to and then click on **Validate**.

12. Click on **Close**.

13. Click on **Save**.

You now have a connector configured to route messages from Office 365 via the Secure Email Gateway.

## Configure an Office 365 Rule to Route Outgoing Email to the SEG

---

The next step is to configure your organization's Office 365 portal to route emails to the SEG server(s) for scanning.

To do this:

1. In your organization's Office 365 instance, click on **Admin centers, Exchange**.
2. Click on **mail flow**.
3. Click on **rules**.
4. In the rules section, click on **+, Create a new rule...**
5. In the new rule dialog:
  - a. Enter a name for the rule.
  - b. Click on **More options...**
  - c. Use the Apply this rule if... drop down to select **The sender..., is external/internal**.
  - d. In the select sender location dialog:
    - i. Use the drop down to select **Inside the organization**.
    - ii. Click on **OK**.
  - e. Click on **add condition**.
  - f. Use the Apply this rule if...and drop down to select **The recipient..., is external/internal**.
  - g. In the select recipient location dialog:
    - i. Use the drop down to select **Outside the organization**.
    - ii. Click on **OK**.
  - h. Use the Do the following... drop down to select **Modify the message properties..., set a message header**.
  - i. Click on the Set the message header **\*Enter text...** link.
  - j. In the message header dialog:
    - i. Enter an appropriate name for the message header (e.g. **X-Clearswift-M365**).
    - ii. Click on **OK**.
  - k. Click on the to the value **\*Enter text...** link.
  - l. In the header value dialog:
    - i. Enter the Access Token for the message header that was used in [Configure the SEG to Prevent Relaying Spoofed Email from Office 365](#) (e.g. **69fb81b6-a633-423d-ba6d-57150973cfb8**). It is recommended that you select a value with a random element to make it hard to guess.
    - ii. Click on **OK**.
  - m. Click on **add action**.
  - n. Use the Do the following...and drop down to select **Redirect the message to..., the following connector**.
  - o. In the select connector dialog:
    - i. Use the Connector drop down to select the outbound Office 365 to partner organization connector that you created earlier (e.g. **Office 365 to Azure SEG**).
    - ii. Click on **OK**.
  - p. Click on **Save**.

Add X-Clearswift-M365 header

Name:

Add X-Clearswift-M365 header

\*Apply this rule if...

✕

The sender is located...

Inside the organization

and

✕

The recipient is located...

Outside the organization

add condition

\*Do the following...

✕

Set the message header to this value...

Set the message header 'X-Clearswift-M365' to the value '69fb81b6-a633-423d-ba6d-57150973cfb8'

and

✕

Use the following connector...

Office 365 to Azure SEG

add action

Except if...

add exception

Properties of this rule:

Priority:

2

Save

Cancel

You should now be able to send messages from Office 365 via the Secure Email Gateway.

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## Configure Office 365 Connector to Accept Incoming Email from the SEG

The next step is to reconfigure your organization's Office 365 portal to accept inbound email from the SEG server(s). This is strictly only necessary if you wish to enforce TLS on this connection.

To do this:

1. In your organization's Office 365 instance, click on **Admin centers, Exchange**.
2. Click on **mail flow**.
3. Click on **connectors**.
4. In the connectors section, click on **+**.
5. In the Select your mail flow scenario dialog:
  - a. Use the From drop down to select **Partner organization**.
  - b. Use the To drop down to select **Office 365**.
  - c. Click on **Next**.

New Connector - Microsoft Edge

https://outlook.office365.com/ecp/Connectors/ConnectorSelection.aspx?ActivityCorrelationID=3e1a59b6-af6c-9

Select your mail flow scenario

Specify your mail flow scenario, and we'll let you know if you need to set up a connector. [Learn more](#)

From:  
Partner organization

To:  
Office 365

Creating a connector is optional for this mail flow scenario. Create a connector only if you want to enhance security for the email messages sent between your partner organization or service provider and Office 365. You can create multiple connectors for this scenario, each applying to different partner organizations or service providers. [Learn more about enhancing email security](#)

Next Cancel

6. In the New connector dialog:
  - a. Enter a name for the connector.
  - b. Enter a description.
  - c. Ensure that the **Turn it on** check box is selected.
  - d. Click on **Next**.

7. In the How do you want to identify the partner organization? dialog:
  - a. Select the **Use the sender's IP address** radio button.
  - b. Click on **Next**.
8. In the What sender IP addresses do you want to use to identify your partner? dialog:
  - a. Select **+**.
  - b. In the add ip address dialog, enter the IP address of the SEG and then click on **OK**.
  - c. Repeat for any additional SEGs.
  - d. Click on **Next**.

New Connector - Microsoft Edge

https://outlook.office365.com/ecp/Connectors/InboundPartnerConnector.aspx

New connector

What sender IP addresses do you want to use to identify your partner?

Specify the sender IP address range.

+ ✎ -

51.140.187.210
----------------

Back Next Cancel

9. In the What security restrictions do you want to apply? dialog:
  - a. Specify if a mandatory TLS connection should be used and the appropriate settings (it is recommended to at least use the default settings and you should consider validating against the certificate used by the SEG).
  - b. Click on **Next**.

The screenshot shows a web browser window titled 'New Connector - Microsoft Edge' with the address bar displaying 'https://outlook.office365.com/ecp/Connectors/InboundPartnerConnector.aspx'. The main content area is titled 'New connector' and contains the heading 'What security restrictions do you want to apply?'. There are two options: a checked checkbox for 'Reject email messages if they aren't sent over TLS' and an unchecked checkbox for 'And require that the subject name on the certificate that the partner uses to authenticate with Office 365 matches this domain name'. Below the second checkbox is a text input field with the placeholder text 'Example: contoso.com or \*.contoso.com'. A tooltip on the right side of the dialog explains that the second option requires all email messages from the partner organization to be sent over Transport Layer Security (TLS). At the bottom of the dialog are three buttons: 'Back', 'Next', and 'Cancel'.

New connector

What security restrictions do you want to apply?

☒ Reject email messages if they aren't sent over TLS

☐ And require that the subject name on the certificate that the partner uses to authenticate with Office 365 matches this domain name

Example: contoso.com or \*.contoso.com

This option requires that all email messages from the partner organization be sent over Transport Layer Security (TLS), a secure channel. If a message isn't sent over TLS, it will be rejected by Office 365.

Back Next Cancel



10. In the Confirm your settings dialog, click on **Next**.

New Connector - Microsoft Edge

https://outlook.office365.com/ecp/Connectors/InboundPartnerConnector.aspx

### New connector

**Confirm your settings**  
Before saving, make sure these are the settings you want to configure.

**Mail flow scenario**  
From: Partner organization  
To: Office 365

**Name**  
Aneesya Inbound

**Description**  
None

**Status**  
Turn it on after saving

**How to identify your partner organization**  
Identify the partner organization by verifying that messages are coming from these IP address ranges: 51.140.187.210

**Security restrictions**  
Reject messages if they aren't encrypted using Transport Layer Security (TLS).

Back Save Cancel

You should now be able to receive messages securely in Office 365 via the Secure Email Gateway.

## Configure the SEG to Scan Internal Office 365 Email

It is possible to route your internal Office 365 emails via the SEG in order to enforce an internal email security and A-DLP policy.

If you wish to do this, the first step is to configure your SEG to allow Office 365 to send internal emails through your SEG. You will need to create an internal My Company (Valid Addresses) to My Company (Valid Addresses) policy route.

To do this:

1. In the Clearswift Secure Email Gateway user interface, click on the **Policy > Manage Policy Definition > Mail Policy Routes**.
2. Click on **New**.
3. In the **For Mail Sent** section, click on **New**.
4. In the **Add Route Selector** dialog:
  - a. In the **From** section, select the **My Company (Valid Addresses)** check box.
  - b. In the **To** section, select the **My Company (Valid Addresses)** check box.
  - c. Click on **Add**.

**Add Route Selector**

**From :** Search

- ☐ Anyone
- Address Lists**
- ☐ Blocklisted Senders
- ☐ Employee Monitoring
- ☐ Empty Senders
- ☐ HR
- ☐ Inform Senders
- ☒ My Company (Valid Addresses)
- ☐ Valid Recipients

**To :** Search

- ☐ Anyone
- Address Lists**
- ☐ Blocklisted Senders
- ☐ Employee Monitoring
- ☐ HR
- ☐ Inform Senders
- ☒ My Company (Valid Addresses)
- ☐ Valid Recipients

**Add** **Cancel**

5. Ensure that the **By Default Perform This Disposal Action** section is set to: **Deliver the message**

**By Default Perform This Disposal Action**

Deliver the message

[Click here to change these settings](#)


- Use the **Unless One Of These Content Rules Triggers** section to add the content checks that you wish to apply to your internal email traffic.

## Unless One Of These Content Rules Triggers

 New

☒ Show rule action

19 Rules on route (applied in the order shown)

	Rules	Rule Type
1. <input type="checkbox"/>	Hold Messages Containing a Virus and Inform the Administrator and Sender Hold in <b>Virus</b> area	Virus
2. <input type="checkbox"/>	Hold Messages Containing Encrypted Files and Inform the Administrator and Sender Hold in <b>Encrypted</b> area	Media Types
3. <input type="checkbox"/>	Hold Messages Containing an Unrecognised Media Type Hold in <b>Unknown Binary</b> area	Media Types
4. <input type="checkbox"/>	Hold Messages that Fail Structural Validation Check Hold in <b>Structural Validation Failure</b> area	Validation
5. <input type="checkbox"/>	Hold Messages Containing Confidential Terms and Inform the Administrator Hold in <b>Confidential</b> area	Lexical
6. <input type="checkbox"/>	Hold Classification Tagged Documents and Inform the Administrator and Sender Hold in <b>Classification Tagged Documents</b> area	Lexical
7. <input type="checkbox"/>	Hold Unacceptable or Confidential Images and Inform Administrator and Sender Hold in <b>Unacceptable Images</b> area	ImageLogic
8. <input type="checkbox"/>	Hold Messages Containing Profanity and Inform the Sender Hold in <b>Profanity</b> area	Lexical
9. <input type="checkbox"/>	Hold Messages Over 20mb in Size and Inform the Sender Hold in <b>Oversize</b> area	Size
10. <input type="checkbox"/>	Hold Messages Containing Multimedia Files and Inform the Administrator and Sender Hold in <b>Multimedia</b> area	Media Types
11. <input type="checkbox"/>	Redact Sensitive Terms and Inform Sender and Administrator Deliver the message , and also Hold in <b>Data Redaction</b> area	Lexical
12. <input type="checkbox"/>	Hold Sensitive Terms and Inform Administrator and Manager Hold in <b>Confidential</b> area	Lexical
13. <input type="checkbox"/>	Add Internal Disclaimer Perform no action	Disclaimer

7. Click on the **Policy > Manage Policy Definition > Mail Policy Routes**.
8. Select the **My Company (Valid Addresses)** to **My Company (Valid Addresses)** policy route and move it to the top of the policy route table.

Home
Policy
Messages
Reports
System
Health
Users

**Warning**

- There are 1 alarm(s) at this time.
- Network access to the Clearswift Secure Email Gateway via SSH is currently enabled. We do not advise leaving SSH access enabled for long periods.

**Changes Made**

Configuration changes have been made that need to be applied to take effect.

Apply Configuration
 Discard Configuration

**What would you like to do?**

New policy route

### Manage Policy Routes

Using this page you should create the routes that describe the ways users within your organization communicate. For each route you will need to supply a default action and order the content rules that should be performed.

New
 Identify
 Show Route Selectors
Show rules

4 Routes defined (applied in the order shown)

	Action	From	To	Rules
1. <input type="checkbox"/>	Deliver the message	My Company (Valid Addresses)	My Company (Valid Addresses)	18
2. <input type="checkbox"/>	Deliver the message	My Company (Valid Addresses) Empty Senders	Anyone	18
3. <input type="checkbox"/>	Deliver the message	Anyone	My Company (Valid Addresses)	21
4. <input type="checkbox"/>	Drop the message	For all email that does not match another route		

You have now configured your SEG to scan internal Office 365 emails in order to enforce a security and A-DLP policy on them. You can create a more granular policy for incoming, outgoing and internal emails by creating additional policy routes as required.

## Configure Office 365 to Route Internal Email via the SEG

The next step is to reconfigure your organization's Office 365 portal to route internal emails to the SEG server(s) for scanning.

To do this:

1. In your organization's Office 365 instance, click on **Admin centers, Exchange**.
2. Click on **mail flow**.
3. Click on **rules**.
4. Select the outbound Office 365 rule that you created earlier (e.g. **SEG Interceptor**) and then click on the **Edit** button (the pencil icon).

The screenshot shows the Office 365 Admin Center interface. The top navigation bar includes 'Office 365' and 'Admin'. The left sidebar lists various admin center sections, with 'mail flow' highlighted. The main content area is titled 'Exchange admin center' and shows the 'rules' tab selected. A table lists the rules, with 'SEG Interceptor' selected. The details for the 'SEG Interceptor' rule are shown on the right.

ON	RULE	PRIORITY
<input checked="" type="checkbox"/>	SEG Interceptor	0

**SEG Interceptor**

If the message...

Is sent to 'Outside the organization' and Is received from 'Inside the organization'

Do the following...

Route the message using the connector named 'Office 365 to Azure SEG'.

Rule comments

Rule mode

Enforce

5. In the Rule dialog:
  - a. Use **x** to delete the **The recipient is located...Outside the organization** condition.
  - b. Click on **Save**.

SEG Interceptor

Name:  
SEG Interceptor

\*Apply this rule if...  
The sender is located... [Inside the organization](#)  
add condition

\*Do the following...  
x Set the message header to this value... Set the message header '~~X-Clearswift-M365~~' to the value '[69fb81b6-a633-423d-ba6d-57150973cfb8](#)'  
and  
x Use the following connector... [Office 365 to Azure SEG](#)  
add action

Except if...  
add exception

Properties of this rule:  
Priority:  
0

☒ Audit this rule with severity level:  
\_\_\_\_\_

Save Cancel

You have now configured Office 365 to route internal emails via the SEG in order to enforce an internal email security and A-DLP policy. If you wish to exempt certain internal emails from being routed via the SEG, then you can use the add exception button in the rule that you just amended to exempt the appropriate emails from the rule.

## Further Information

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This document explained how to integrate the Clearswift Secure Email Gateway (SEG) with Microsoft Office 365 in order to provide enhanced Adaptive Data Loss Prevention defenses and complement the Office 365 hygiene components.

If you require further assistance, you can refer to the:

- Online Help:  
Available through the Clearswift Secure Email Gateway user interface as well as the [HelpSystems Community Portal](#)
- Clearswift Support Portal and Solutions:  
<https://www.clearswift.com/support/portals>
- Clearswift Professional Services team:  
<https://www.clearswift.com/training-and-support/professional-services>
- Scheduled classroom and webinar training courses:  
<https://www.clearswift.com/training-and-support/training-courses>