Microsoft® Office 365™ for Email Security

Deployment Guide

Symantec.cloud™

Microsoft® Office 365™ for Email Security Deployment Guide

Documentation version: 1.0

Legal Notice

Symantec Corporation
350 Ellis Street
Mountain View, CA 94043

http://www.symantec.com

Clients are advised to seek specialist advice to ensure that they use the Symantec services in accordance with relevant legislation and regulations. Depending on jurisdiction, this may include (but is not limited to) data protection law, privacy law, telecommunications regulations, and employment law. In many jurisdictions, it is a requirement that users of the service are informed of or required to give consent to their email being monitored or intercepted for the purpose of receiving the security services that are offered by Symantec. Due to local legislation, some features that are described in this documentation are not available in some countries.

Configuration of the Services remains your responsibility and entirely in your control. In certain countries it may be necessary to obtain the consent of individual personnel. Symantec advises you to always check local legislation prior to deploying a Symantec service. You should understand your company's requirements around electronic messaging policy and any regulatory obligations applicable to your industry and jurisdiction. Symantec can accept no liability for any civil or criminal liability that may be incurred by you as a result of the operation of the Service or the implementation of any advice that is provided hereto.

The documentation is provided "as is" and all express or implied conditions, representations, and warranties, including any implied warranty of merchantability, fitness for a particular purpose or non-infringement, are disclaimed, except to the extent that such disclaimers are held to be legally invalid. Symantec Corporation shall not be liable for incidental or consequential damages in connection with the furnishing, performance, or use of this documentation. The information that is contained in this documentation is subject to change without notice.

Symantec may at its sole option vary these conditions of use by posting such revised terms to the website.

Technical support

If you need help on an aspect of the security services that is not covered by the online Help or administrator guides, contact your IT administrator or Support team. To find your Support team's contact details in the portal, click **Support** > **Contact us**.

Deploying Email Security on Microsoft® Office 365™

This document includes the following topics:

Introduction

The following table shows the steps to deploy Email Security with Microsoft® Office 365™.

Table 1-1 Deployment phase

	Step	Further information
1.	Attend training on the portal.	See the Email Services Deployment Guide
2.	Register your email addresses with the cloud security services.	See the Email Address Registration Administrator Guide.
3.	Set up MX records to redirect your inbound email traffic to the Email Services infrastructure.	See the Email Services Deployment Guide
7	Configure Microsoft® Office 365™ for inbound traffic.	See "Configuring Microsoft® Office 365™ for inbound mail" on page 6.
9.	Configure Microsoft® Office 365™ for outbound traffic (optional).	See "Configuring Microsoft® Office 365™ for outbound mail" on page 6.

Table 1-1 Deployment phase *(continued)*

	Step	Further information
6.	In the portal enable Content Control and Image Control and customize your AntiVirus and AntiSpam services.	See: ■ Email Content Control Administrator Guide ■ Email Image Control Administrator Guide ■ Email AntiVirus Administrator Guide ■ Email AntiSpam Administrator Guide

Configuring Microsoft® Office 365™ for inbound mail

You set up Microsoft® Office 365™ for inbound mail in the cloud security services portal.

To configure Microsoft® Office 365™ inbound mail

1. Open the Microsoft® Office 365™ Forefront Admin Console and note down the inbound hostname.
2. Open the cloud security services portal.
3. In **Services** > **Email Services** > **Inbound Routes** > **Registered Default Inbound Routes**, click **Add and Check New**.
4. In **IP Address or Mailhost Name**, type your Microsoft® Office 365™ inbound hostname in the format `[domain-com].mail.eo.outlook.com`.

Note: To set up your domain in the Microsoft® Office 365™ Forefront Admin Console, see the Microsoft® Office 365™ documentation.

Emails to your organization could still be delivered directly to Microsoft® Office 365™ without going through the Email Security infrastructure. As the Email Security infrastructure does not scan email that is routed directly to your Microsoft® Office 365™ account, you must consider carefully how to manage these messages.

Configuring Microsoft® Office 365™ for outbound mail

When you configure Microsoft® Office 365™ to send Internet mail, Microsoft® Office 365™ configures an outbound gateway to send mail to the Internet addresses you specify.

Note: The information given here is for guidance only. For the current advice from Microsoft, refer to the user documentation for Microsoft® Office 365™ .

To configure Microsoft® Office 365™ for outbound mail

1. Log in to your Microsoft® Office 365™ Forefront Admin Console.
2. Select **Administration** > **Company** > **Outbound Connector**.
3. In **Outbound Connectors** type the host name provided by the cloud security services, typically in the format `clusterxout.eu.messagelabs.com`.