

# Fabrikam Dental Group



|             |             |                        |                          |
|-------------|-------------|------------------------|--------------------------|
| PREPARED BY | DATE        | DATA COLLECTED         | MICROSOFT 365 TENANT     |
| Harbour IT  | 14 Oct 2026 | 14 Oct 2026, 04:00 UTC | fabrikam.onmicrosoft.com |

Mail flow rules and what each does, connectors, and the anti-spam, anti-phishing and anti-malware policies (Safe Links and Safe Attachments too) with whom each applies to.

**Filtered view.** Mail flow rules: 1 of 3 rows, Flag is High, 1 column hidden. The headline figures cover every row.

|                                                                                             |                                                                                                     |                                                                                             |                                                                                               |                                                                     |
|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| <div>Rules that skip spam filtering</div> <div>0</div> <div>Mail flow rules turned on</div> | <div>Rules sending mail outside</div> <div>1</div> <div>Redirect or copy to outside addresses</div> | <div>Allowed sender domains</div> <div>2</div> <div>Skip spam filtering by name alone</div> | <div>Preset protection</div> <div>Off</div> <div>Microsoft's Standard or Strict presets</div> | <div>Connectors</div> <div>0</div> <div>Incoming and outgoing</div> |
|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------|

**Not checked.** Safe Links and Safe Attachments need Defender for Office 365, which this client doesn't have.

## Needs attention 4 4 to review

Rules and settings that let unwanted mail in or company mail out, worst first.

| Flag     | Item                            | Kind                 | What to check                                                                                                                      |
|----------|---------------------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------------|
| ● High   | Default                         | Anti-spam policy     | Lets mail claiming to be from gmail.com, labpartners.example skip spam filtering; gmail.com is free mail or the organisation's own |
| ● High   | Copy patient letters to archive | Mail flow rule       | Sends mail or copies outside the organisation, to records@dentarchive.example                                                      |
| ● Medium | Default                         | Anti-malware policy  | Doesn't block common risky attachment types (.exe, .iso and the like)                                                              |
| ● Medium | Office365 AntiPhish Default     | Anti-phishing policy | Ignores what senders' DMARC policies ask for                                                                                       |

## Mail flow rules 1 1 to review

Exchange's mail flow (transport) rules, in the order they run. Rules testing without acting (test mode) show as Testing.

| Flag   | Rule                            | On  | Priority | If                              | Then                                        | Except if |
|--------|---------------------------------|-----|----------|---------------------------------|---------------------------------------------|-----------|
| ● High | Copy patient letters to archive | Yes | 1        | Subject contains Patient letter | Sends a copy to records@dentarchive.example | –         |

## Connectors 0

How mail reaches Microsoft 365 and leaves it other than directly: through a filtering service, a partner, or servers on the premises.

No connectors: mail comes and goes directly.

Protection policies 3 3 to review

The default policy of each kind applies to everyone no other policy covers. A preset (Standard or Strict) overrides the policies below for the people it covers.

| Flag     | Policy                      | Kind          | Applies to                      | Preset | Settings                                                                                                                                             | Last changed |
|----------|-----------------------------|---------------|---------------------------------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| ● High   | Default                     | Anti-spam     | Everyone no other policy covers | –      | Spam: Junk folder, High confidence spam: Quarantine, Phishing: Quarantine, High confidence phishing: Quarantine, Bulk: Junk folder, Bulk threshold 7 | 29 Sep 2025  |
| ● Medium | Office365 AntiPhish Default | Anti-phishing | Everyone no other policy covers | –      | Spoof intelligence: on, Honours DMARC: off, Unauthenticated sender mark: on                                                                          | 29 Sep 2025  |
| ● Medium | Default                     | Anti-malware  | Everyone no other policy covers | –      | Common attachments filter: off, Removes malware after delivery: on                                                                                   | 29 Sep 2025  |

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 14 Oct 2026, 04:00 UTC.