

# Fabrikam Dental Group



PREPARED BY  
Harbour IT

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MICROSOFT 365 TENANT  
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.** Needs attention: 2 of 4 rows, Item is Default. The headline figures cover every row.

Rules that skip spam filtering  
**0**  
Mail flow rules turned on

Rules sending mail outside  
**1**  
Redirect or copy to outside addresses

Allowed sender domains  
**2**  
Skip spam filtering by name alone

Preset protection  
**Off**  
Microsoft's Standard or Strict presets

Connectors  
**0**  
Incoming and outgoing

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

## Needs attention 2 2 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 |
| ● Medium | Default | Anti-malware policy | Doesn't block common risky attachment types (.exe, .iso and the like)                                                              |

## Mail flow rules 3 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 | Last changed |
|--------|---------------------------------|-----|----------|---------------------------------|----------------------------------------------|-----------|--------------|
|        | Tag mail from outside           | Yes | 0        | From outside the organisation   | Adds "[EXTERNAL]" to the subject             | –         | 19 Aug 2025  |
| ● High | Copy patient letters to archive | Yes | 1        | Subject contains Patient letter | Sends a copy to records@dentalarhive.example | –         | 16 May 2026  |
|        | Old disclaimer                  | No  | 2        | Every message                   | Adds a disclaimer or banner                  | –         | 26 Apr 2024  |

## 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 | 28 Sep 2025  |
| ● Medium | Office365 AntiPhish Default | Anti-phishing | Everyone no other policy covers | –      | Spoof intelligence: on, Honours DMARC: off, Unauthenticated sender mark: on                                                                          | 28 Sep 2025  |
| ● Medium | Default                     | Anti-malware  | Everyone no other policy covers | –      | Common attachments filter: off, Removes malware after delivery: on                                                                                   | 28 Sep 2025  |

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Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 13 Oct 2026, 04:00 UTC.