

# Custom File Extensions

File Extensions are helpful in identifying files contained in incoming email attachments. File extensions are used in File Rules which in turn are used in Spam/Virus/File Policies. Ultimately Spam/Virus/File Policies are assigned to Internal Recipients in order to block or allow incoming email attachments on a per recipient basis.

Hermes SEG comes already pre-configured with dozens of file extensions but it's impossible for the existing File Extensions to encompass every possible file in existence. In this page, you can add or delete additional File Extensions as required.

## Add Custom File Extension

1. In the **Add Custom File Extension** section, under the **Enter a File Extension in the box ....** field, enter the file extension you wish to add, ensuring you enter a (.) dot in front of the extension. For example, if you were adding the file extension for Microsoft Word document you would enter **.doc**.
2. Under the **Select below whether you want the file extension to be case sensitive or case insensitive ....**select either **Case Insensitive** or **Case Sensitive**. It's recommended that you always select the Case Insensitive option unless you have a specific reason not to.
3. Under the **Select the type of File Extension you are adding in terms of risk...** select either **File Extension** or **High Risk File Extension**. The High Risk File Extension option should be selected for File Extensions that are prone to carrying malware payloads.
4. Under the **Enter a description for your new File Extension...** enter a brief description.
5. Click the **Add** button (**Figure 1**).

### Figure 1

#### Custom File Extensions

##### Add Custom File Extension

Enter a File Extension in the box below along with the (.) in front. For example: .doc

Select below whether you want the file extension to be case sensitive or case insensitive. In most cases you should leave the default setting of case insensitive selected

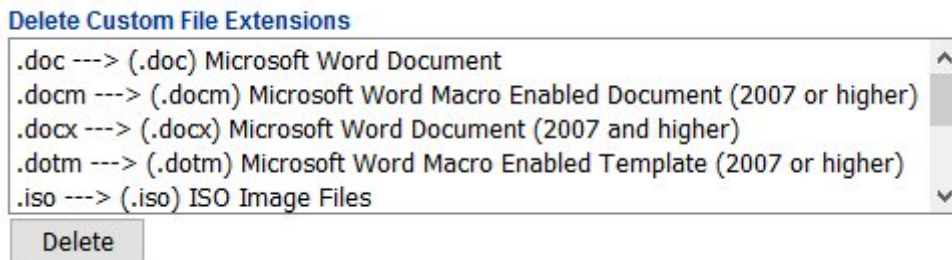
- Case Insensitive (Recommended)  
 Case Sensitive

Select the type of File Extension you are adding in terms of risk. If the file extension you are adding usually carries virus payloads, select High Risk File Extension. All others simply select File Extension

Enter a description for your new File Extension. For example: (.doc) Microsoft Word Document

6. As you add Custom File Extensions, they will show up under the **Delete Custom File Extensions** section (**Figure 2**).

**Figure 2**

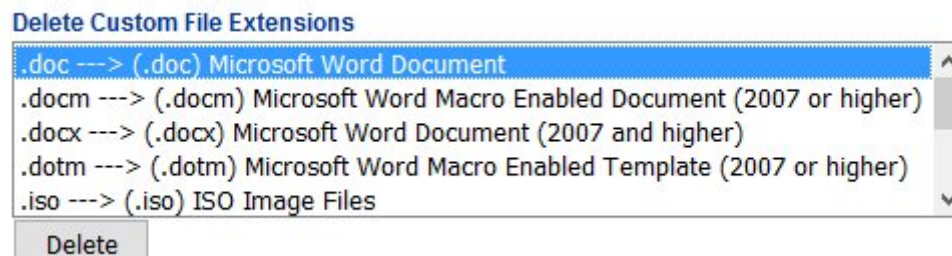


## Delete Custom File Extension

**Note: If a file extension is part of a file rule, the system will NOT allow you to delete it. If that's the case, the file extension must first be removed from the file rule under Content Checks --> File Rules.**

1. Under the **Delete Custom File Extensions** section, select the File Extension entry you wish to delete and click the **Delete** button (**Figure 3**). **Note that only one entry can be selected at a time.**

**Figure 3**



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