

# Sender Filters

**Sender Filters** permits you to either Block or Allow sender email addresses or sender domains. Setting an action of ALLOW will only bypass the sender in the Spam filter. E-mails with banned files or malware will still be blocked. Only your Hermes SEG Administrator can set to allow for those types of e-mails.

## Add Email Address

- Click the **Add Sender** button and in the resultant window enter an e-mail address in the **Sender E-mail Address or Domain** field, select either **Allow** or **Block** in the **Select Action to Take** drop-down and click the **Submit** button (**Figure 1**):

**Figure 1**

**Add Sender**

⚠ Adding a "." in front of a domain name (Example: .domain.tld), will encompass that domain and all subdomains

**Sender E-mail Address or Domain**

someone@domain.tld

**Select Action to Take**

Allow ▼

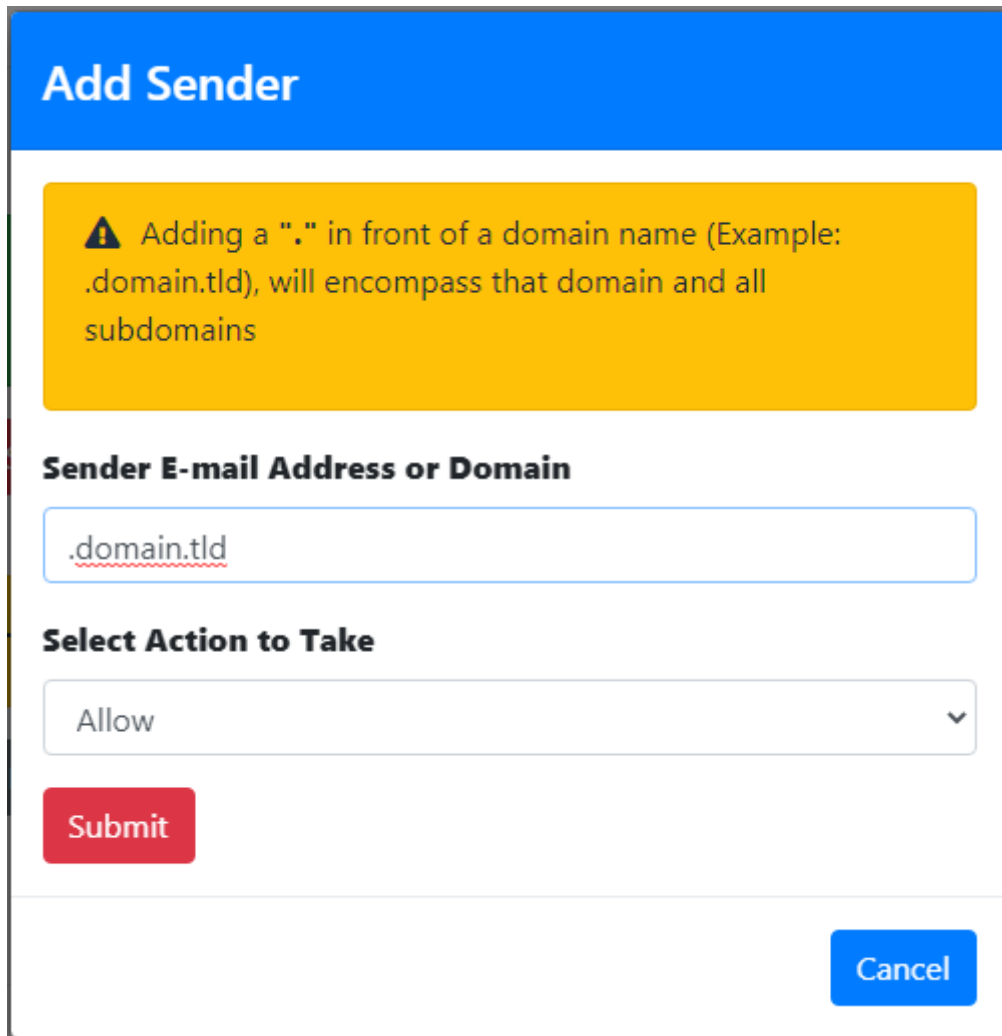
**Submit**

**Cancel**

## Add Domain

- Click the **Add Sender** button and in the resultant window enter a domain in the **Sender E-mail Address or Domain field**, select either **Allow** or **Block** in the **Select Action to Take** drop-down and click the **Submit** button. If you wish to include all the sub-domains under a root domain then you would simply enter a (.) dot in front of the domain. For example, if you want to include all the sub-domains for **domain.tld**, you would simply enter **.domain.tld** (note the . in front of the domain) (**Figure 1**).

**Figure 1**



**Add Sender**

⚠ Adding a "." in front of a domain name (Example: .domain.tld), will encompass that domain and all subdomains

**Sender E-mail Address or Domain**

.domain.tld

**Select Action to Take**

Allow ▼

**Submit**

**Cancel**

## Delete Sender

- Place a checkmark on the sender(s) you wish to delete and click the **Delete Sender(s)** button (**Figure 1**):

**Figure 1**

# Sender Filters

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+ Add Sender

Delete Sender(s)

⚠ Adding a sender with an **ALLOW** action will only bypass the sender in the Spam filter. E-mails with banned or malware attachments will still be blocked.

Copy CSV Excel PDF Print

Show 25 rows entries

Search:

<input type="checkbox"/>	Sender	Receiver	Action
<input checked="" type="checkbox"/>	someone@domain.tld		ALLOW
<input type="checkbox"/>	@.domain.tld		ALLOW

Showing 1 to 2 of 2 entries

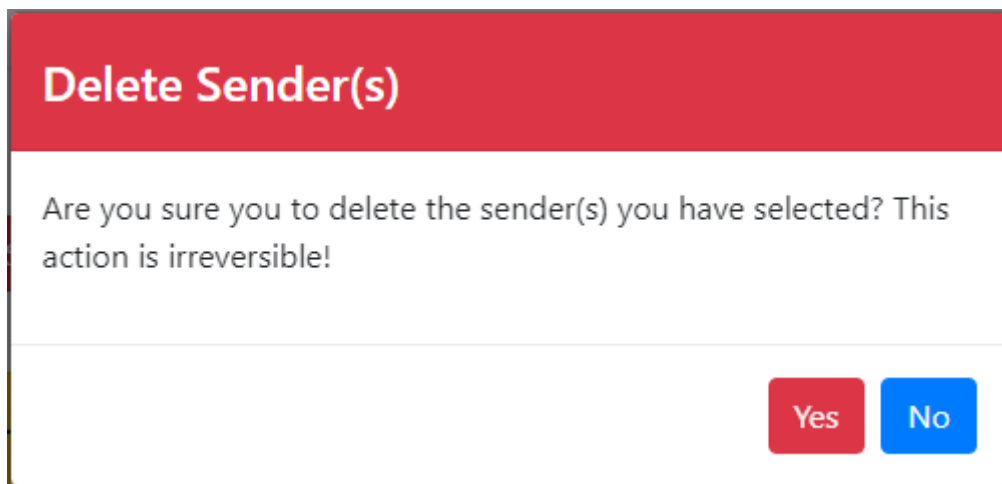
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- On the resultant **Delete Sender(s)** confirmation window, click the **YES** button to delete or **NO** to cancel (**Figure 2**).

Figure 2



Revision #3

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