

# Adding Approved or Blocked Senders for Exchange 2013

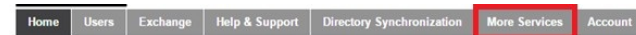
Last Modified on 23/10/2019 4:19 pm BST

You can block and approve Domain/IP's or Email Addresses within the Cobweb Control Panel.

You should not whitelist your own domain or addresses, as this removed vital checks to protect against spoofing attacks.

## Add a Approved or Blocked Sender

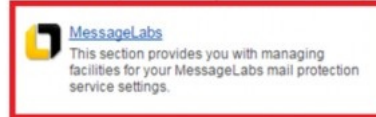
1. Log into the Cobweb Control Panel as an administrator



2. Select More Services

### More Services

This is where you can manage special features of your current subscription.



3. Select MessageLabs

### MessageLabs

Summary Approved Senders Blocked Senders

⚠ To send the notification messages, MessageLabs uses the MessageLabs-Admin these notification messages, you need to create mailbox or forwarding having t

Here you can overview current state of MessageLabs E-mail Security services.

4. To always accept emails from a domain click **Approved Senders**. To always block messages from a domain click **Blocked Senders**.

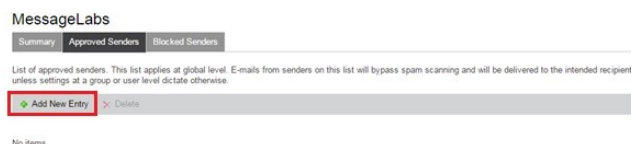
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5. Click Add New Entry



6. Either enter either the domain, email address or IP address of the sender, and a short description

7. Click Submit

## MessageLabs

Summary Approved Senders Blocked Senders

Add new item in list of approved senders.

### Item Properties

Domain/Email/IP

Description

Submit

Cancel