

InTerraHost SPAM Blocker Manual

Logging In

In order to access the Spam settings you will need to go to <https://spamcheck.interrahost.com> and login to the server. You will need to login using your email address and password that you use to get your email.

Once you are logged into the system you will see a little blue question mark at the top right of each orange section. This is online help and it does an excellent job at explaining things. I have also included a brief "How To" below.

Configuring Spam Reports

This report will send you a list of all emails that have been captured by the system. You will want to review them to ensure that you don't miss any emails that were accidentally blocked. If the emails that were blocked are, in fact, spam then delete them. The SPAM Blocker will learn from this and do a better job blocking them next time.

Once you login, you will want to select the Tab labeled Settings. Next, click on Quarantine Report Settings. You should configure the reports to be sent to you on a scheduled interval. I prefer to have them sent every Day and send me "all quarantined items".

Blocking or Allowing Domains and Email Addresses

To permanently block domains or email addresses from sending emails to you, you will click on "Filter Rules" and then User Blacklist.

Blocking an entire domain: If you wanted to block everyone at www.microsoft.com from sending you email, you would enter "Microsoft.com" (without the quotes) in the box next to "Sender Domain" and click "Add". You will then see Microsoft.com in the list of blocked domains.

Blocking a specific email address: If you wanted to only block JoeProgrammer@microsoft.com from sending you email you would enter "JoeProgrammer@microsoft.com" (without the quotes) in the box next to "Sender Email" and click "Add". You will then see JoeProgrammer@microsoft.com in the list of blocked emails.

To allow domains or email addresses to send to you no matter what, you would go to "Filter Rules" and select "User Whitelist".

Allowing an entire domain: If emails from a particular company are being blocked by the SPAM Blocker then you can force it to allow them through by entering the domain name under "Sender Domain" and clicking "Add".

Allowing a specific email address: If emails from a particular person are being blocked by the SPAM Blocker then you can force it to allow them by entering the email address under “Sender Email” and clicking “Add”.

Quarantine

At any time you can click on the “Quarantine” tab and review all emails that were blocked by the SPAM Blocker. You can directly manage them here without having to wait for your Daily Report (or whatever interval you setup the report for).