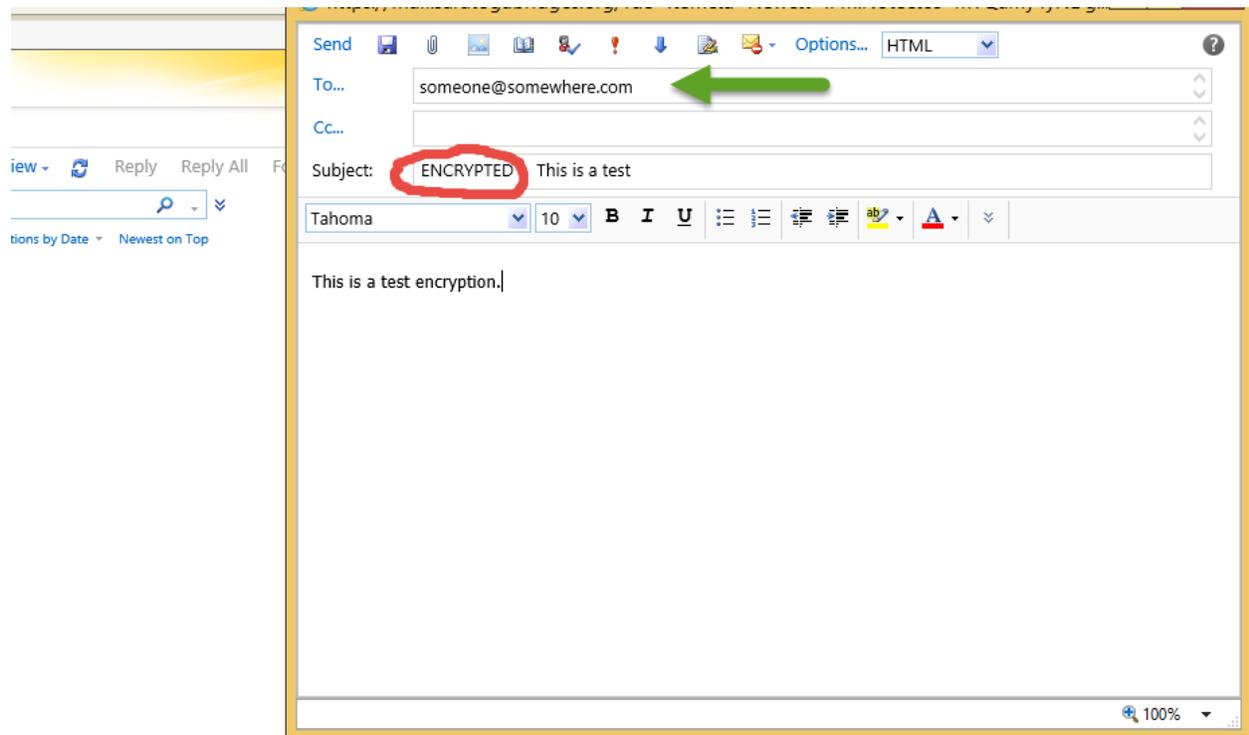
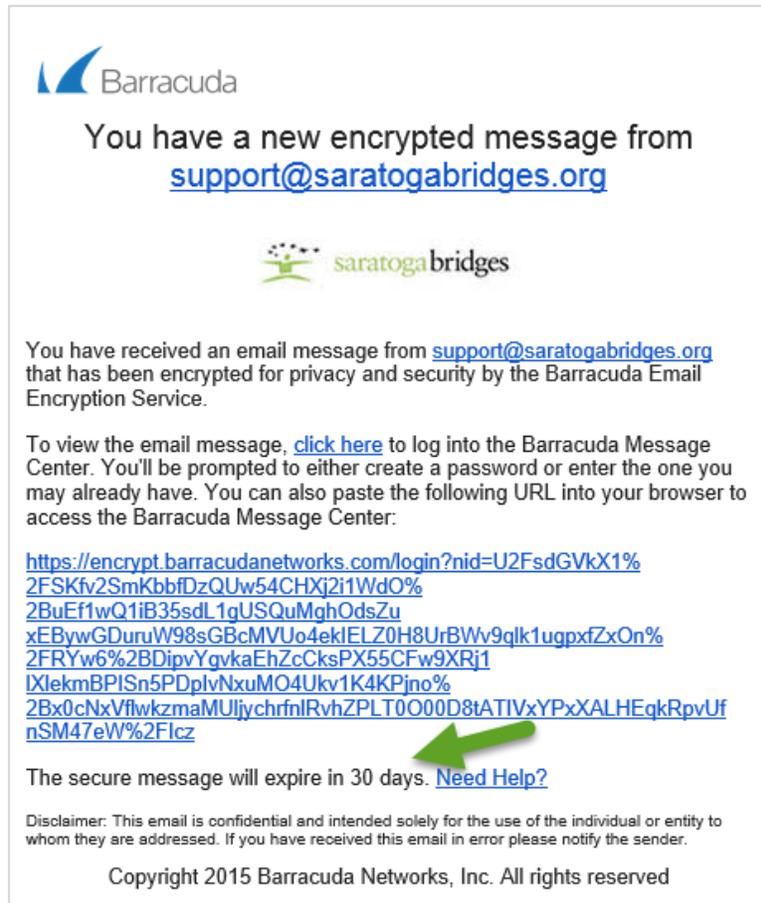
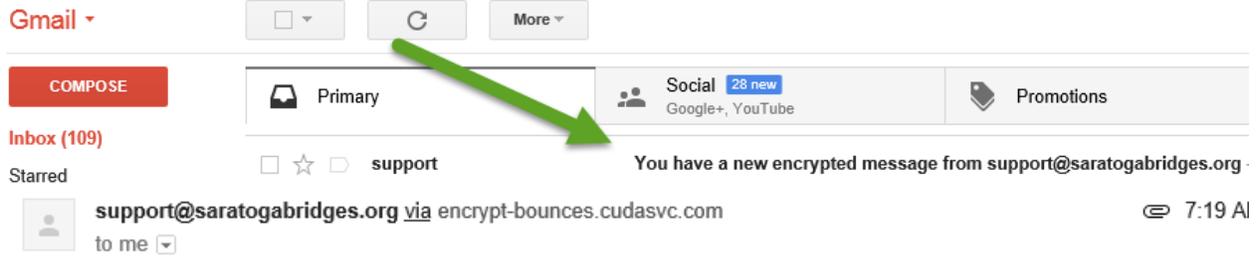


E-mail Encryption

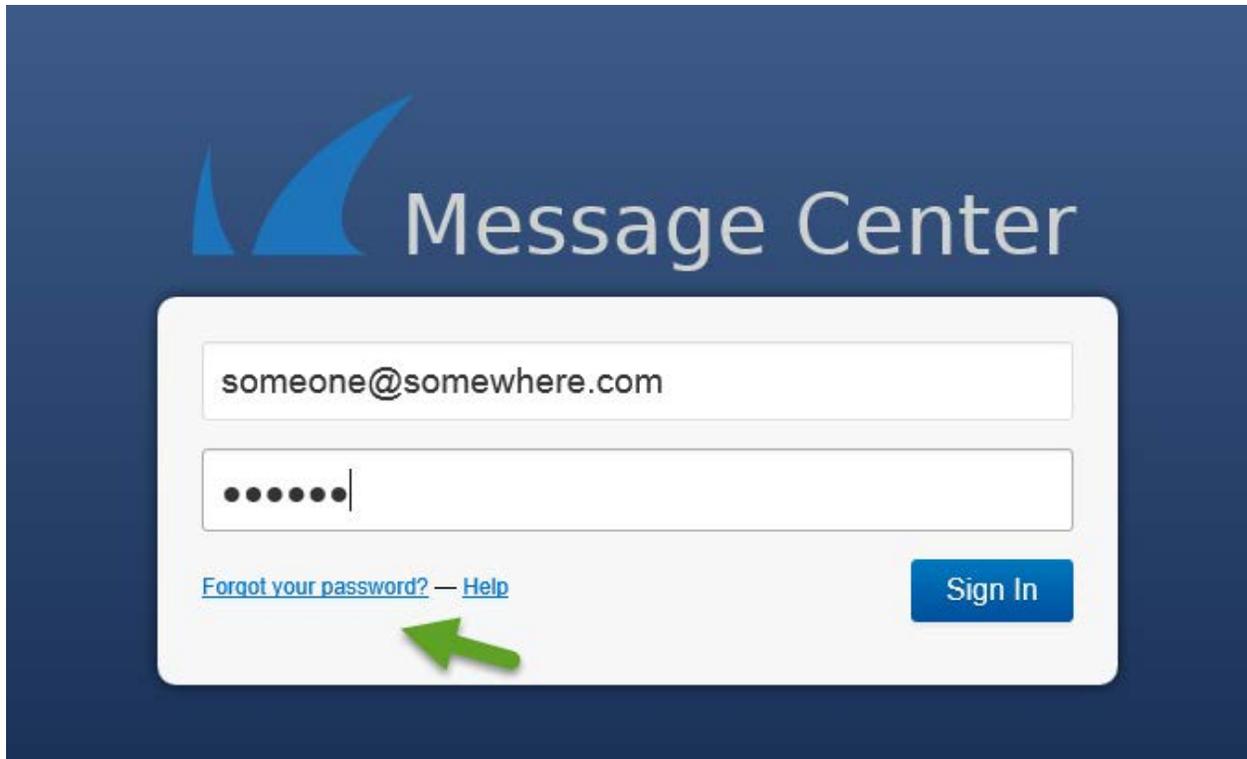
You can now send an encrypted e-mail from Saratoga Bridges account on **any** machine (this includes OWA). To send an encrypted e-mail the word (UPPERCASE) ENCRYPTED, must be somewhere in the subject line. This is all that is necessary.



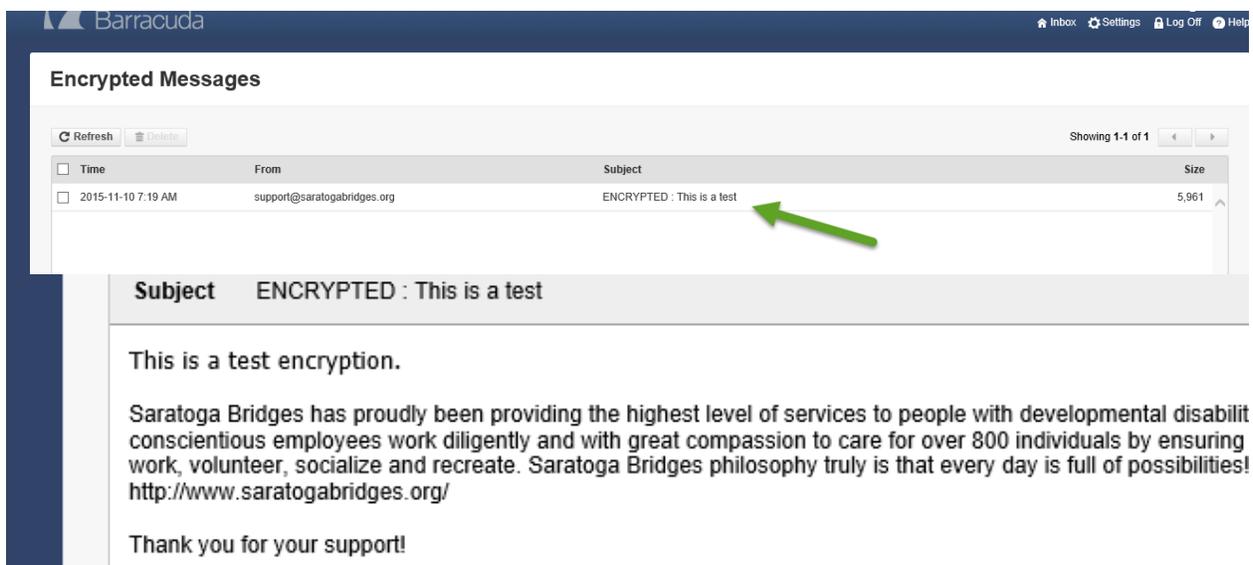
Once the message is sent, it is processed and the recipient is notified (by e-mail) that they have a secure message waiting for them.



The person who is sent an encrypted message is automatically given a secure account. They will click the "Click here" link like the one shown above and be directed to a page where they will see their email address in the box for username. The first time visitor will need to create a password by supplying one of their choice in the field provided. The password should have at least 8 characters and include at least one special character...those you get when you hold down the shift key and touch one of the number keys in the row just below the top row of the keyboard. Once established, the password remains valid for 30 days. If they forget their password they can reset it by clicking on the reset link—IT cannot manage these accounts and we cannot set/reset passwords.



Once you are logged in, your inbox has the encrypted, secure message with subject displayed.



Notice a few things. First this is not a full blown e-mail account. The person who you sent the e-mail to can reply or reply to all, they cannot forward a message and they cannot generate a new message. They are locked in this single e-mail thread. Only you can generate new e-mails with your Bridges e-mail account. Recipients can reply only.



Replies are full replies. Text and attachments are allowed.



The reply is another notification that an encrypted e-mail has been sent. You will have to log in to view their response. This adds a layer of work, but it is secure from a transmit perspective. This method is in addition to the current method (full client with encrypt button). Messages sent in this manner expire in 30 days.

avorites

New ▾ Delete ▾ Move ▾ Filter ▾ View

Support Account

Search Entire Mailbox

 **Inbox (23)**

Conversation:

 Drafts

 Sent Items

Today

 **You have a new encrypted message**

Subject: You have a new encrypted message from someone@somewhere.com

Times New Roman

12

B

I

U















































You have a new encrypted message from someone@somewhere.com

You have received an email message from someone@somewhere.com that has been encrypted for privacy and security by the Barracuda Email Encryption Service.

To view the email message, [click here](#) to log into the Barracuda Message Center. You'll be prompted to either create a password or enter the one you may already have. You can also paste the following URL into your browser to access the Barracuda Message Center:

<https://encrypt.barracudanetworks.com/login?nid=U2FsdGVkX1%2FnLyL2chkj8IykwApQaCQZ%2FdZ1WLMatENZxkuYK%2FqAHBL2UPshv0mI9n7regklMlzk3vtAoBO0QJ%2BNTlko%2FsrfgCkPYLTlJJa%2BhaKl8yaZpAWrmVHPQndGD%2FpxUecBdlk1JrQOL0DcE422eeRQKnHldF1z1IQp7%2F7uN15T6V7hgEo3N6fXuxRO0FfFQHKPPyYTWkvRKqWwo9hIogDyzc6WocWIkI7O%2BJhd3W5m32i%2BK8KCZ6s8PJYDPH%2FW0iSINxjiRnyL0xXjw%3D%3D>

NOTE: If you're using an older browser you may need to access our legacy portal [here](#)

The secure message will expire in 30 days. [Need Help?](#)

Disclaimer: This email is confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender.

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