

Set up mail box reporting

User submissions

Allow your end users to conveniently report suspected spam, phishing, and malicious emails using the Report Message add-in for Outlook and native reporting experiences.

Set up a reporting mailbox to receive and track emails reported through the add-in or third-party tools.

Note: Unless you choose to send reported emails to the reporting mailbox only, Microsoft will receive copies of emails reported through the Report Message add-in for Outlook and native reporting experiences.

- Supervision
- Threat management
- Dashboard
- Investigations
- Explorer
- Campaigns
- Submissions
- Attack simulator
- Review
- Policy

Anti-spam



Protect your organization's email from spam, including what actions to take if spam is detected.

Enhanced Filtering



Configure online protection scanning to work correctly when your domain's MX record doesn't route email to Office 365 first.

DKIM



Add DKIM (DomainKeys Identified Mail) signatures to your domains so recipients know that email messages actually came from your users.

Anti-malware



Protect your organization's email from malware, including what actions to take and who to notify if malware is detected.

User submissions



Enable end users to report spam and malicious emails for review and analysis.

Need help?

Give feedback

Home > User submissions

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Set up a reporting mailbox

[Customize confirmation message](#)

Confirm

Restore

Need help?

Give feedback

ENG

11:00 AM
3/13/2020

Note: Unless you choose to send reported emails to the reporting mailbox only, Microsoft will receive copies of emails reported through the Report Message add-in for Outlook and native reporting experiences.

Set up a reporting mailbox

Track emails received by this mailbox in **Submissions > Reporting** mailbox. To track emails reported through third-party tools, configure those tools to forward emails to this mailbox.

Specify a valid email address.

Use this mailbox for third-party reporting only

Send emails from the Report Message add-in for Outlook and native reporting experiences to this mailbox

Send emails from the Report Message add-in for Outlook and native reporting experiences and stop reporting to Microsoft

[Customize confirmation message](#)

Confirm

Restore

[Need help?](#)

[Give feedback](#)

ENG

11:02 AM

Customize confirmation message

Before submission ^

Title ⓘ

Confirmation message

286 characters left

Save

Cancel

ⓘ Need help?

Give feedback

11:05 AM

for Outlook and native reporting experiences.

Set up a reporting mailbox

Track emails received by this mailbox in **Submissions > Reporting** mailbox. To track emails reported through third-party tools, configure the emails to this mailbox.

Specify

Security & Compliance

- Discard changes and restore previous settings?
- Save changes
- Save changes and stop reporting to Microsoft

OK Cancel

to this mailbox
and stop reporting to Microsoft

[Customize confirmation message](#)

Confirm

Restore



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