



# GroupWise Administration

## Installation and Use

Vertigo 1.1

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# Overview

Vertigo was designed to provide a simplified but powerful interface for managing GroupWise systems from a single to multi user level. It combines the everyday abilities of ConsoleOne with individual configuration options of a GroupWise mailbox on a mass or single user level into one clear, concise application.

Vertigo displays the GroupWise system to be viewed much like a file browser. On the left hand side is a tree view of the GroupWise system, domain(s), and post office(s) with their respective users, lists, and groups. The right hand side of the screen displays information on the selected object or user and allows configuration of settings.

## System Requirements

### Minimum:

- Microsoft Windows 2000, XP, Server 2003, Server 2008, Vista, or Windows 7
- Microsoft .NET Framework 3.5 SP 1
- GroupWise 7 SP 3 Win 32 Client
- GroupWise 7 SP 2 HP
- GroupWise 8 SP 2

### Recommended:

- Microsoft .NET Framework 3.0 (All security updates from Windows Update)
- GroupWise 7 SP 3

# Preparation

Pre-installation and pre-configuration:

- Make sure that SOAP is enabled on the POA
- Know the address of the POA
- Know the active open ports for SOAP
- Have access to the domain database from the computer on which you are installing Vertigo. (*Linux systems require a mapped drive through a Samba share.*)
- Administrator access to the primary GroupWise wpdomain.db database (Authenticated as Admin through the Novell client to the GroupWise system)
- Installation
- Obtain / download the install files

## Obtaining Vertigo

With the browser of your choice and browse to  
[http://www.gwava.com/products/dev\\_downloadform.php](http://www.gwava.com/products/dev_downloadform.php).

Fill out the information form  
Agree to the evaluation license agreement  
Click the 'Try' or download icon for Vertigo

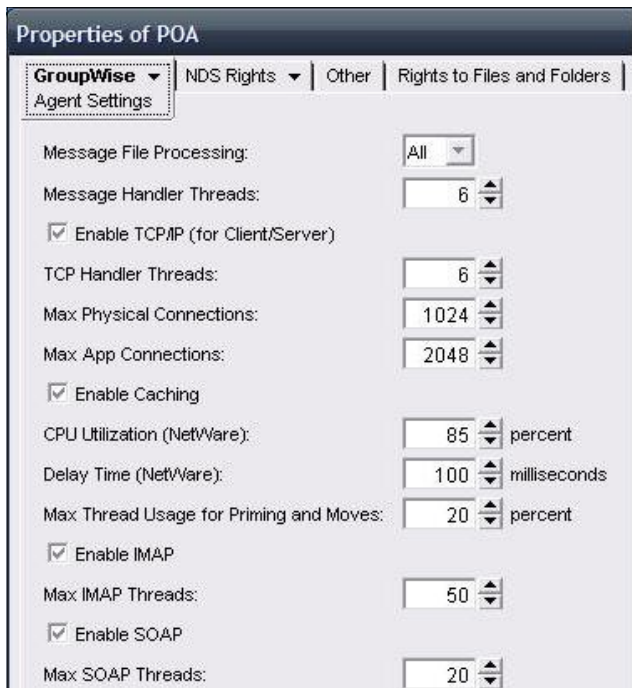


Save the download file.

# POA SOAP SETTINGS

To enable SOAP on post offices, and to check the active SOAP port in ConsoleOne, select the GroupWise System and select the Post Office Agent from the view filter at the top.

From here, double click on the POA to access the properties, or right-click and select properties.

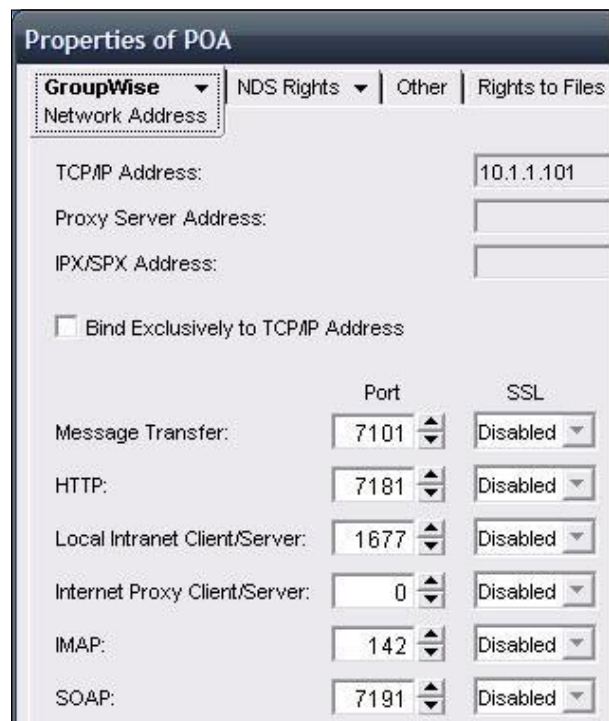


In the properties, under the GroupWise tab, select Agent Settings.

If Soap is not enabled, enable SOAP and set the max SOAP threads to 20 (current max on 7.02)

Under the same GroupWise tab, select Network Address.

The default SOAP port is 7191, but you can set this to whatever you like.



# Installation

Locate and run the Vertigo install file that you downloaded, or select Run from the download manager of your browser.



If installing and running under Windows 7, the setup must be installed as Administrator. (Right click, run as Administrator).



If you are challenged by the security warning, click Run to start the install.



Wait for the setup window to initialize.

When the Setup starts, it requires basic confirmation.



Click Next



Agree to the license agreement and click Next.

Vertigo allows you to select the install location. By default, Vertigo will be installed to the path shown.

If you wish to change this, clicking Change opens a basic browse-to window for you to select a new install location.



Now that Vertigo has gathered the required information for the install, you can continue.

Vertigo will not start the install process until you click Install on the following installation window.



Click Finish to complete the installation process.



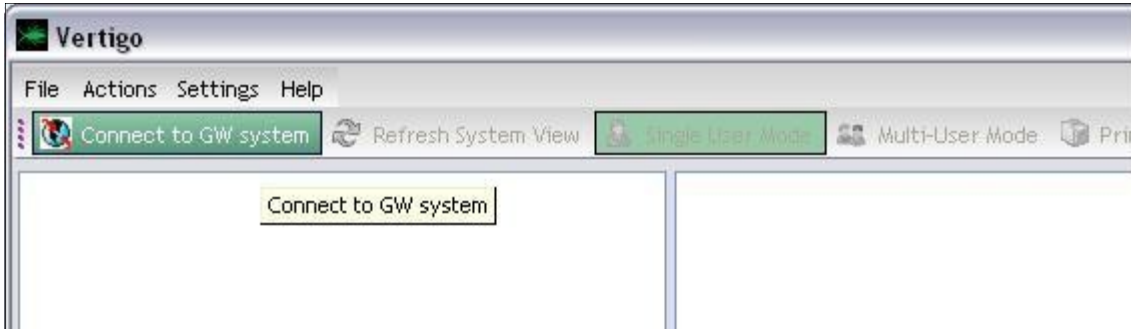
If running on Windows 7, locate and right-click on the Vertigo.exe and set the program compatibility to run under Windows XP SP2, and always run as administrator.



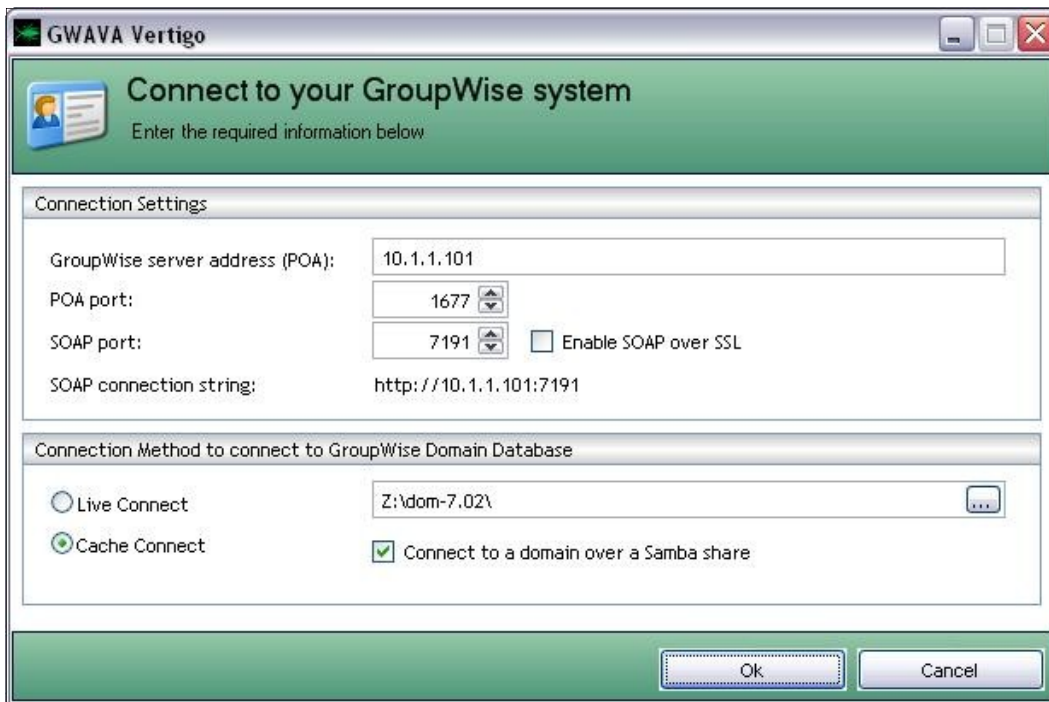
# Setup and Configuration

Vertigo needs to know where to find your GroupWise post office and domain database so it can synchronize settings and changes in the system.

Start Vertigo. The system will show up blank because has no connection to the system.



Click **connect to GW system**

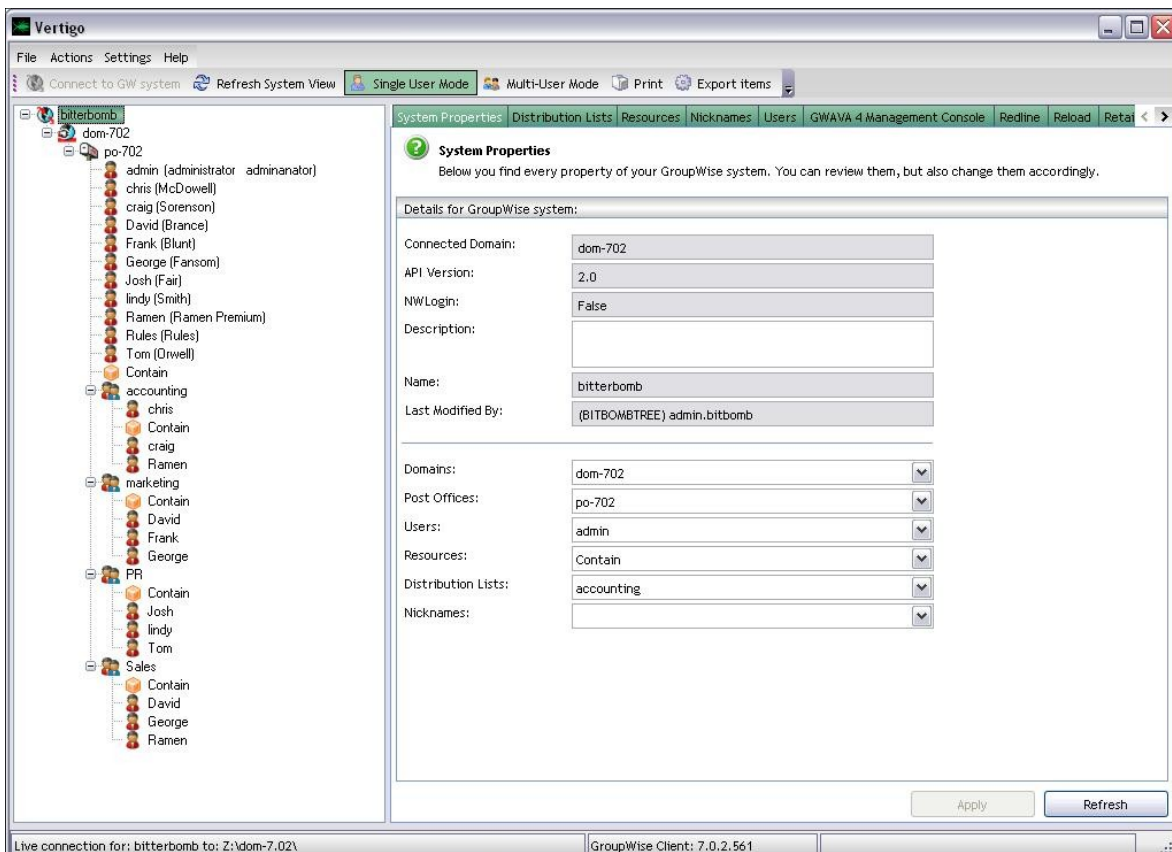


Enter in the correct server address and ports for the POA and SOAP. (The default SOAP port is 7191, and the default POA port is 1677.) Click 'Ok' to connect. You are now connected to your system and have the ability to view and change settings. (If you are connecting through a Samba share to a sles 10.1 or other Linux server, check the appropriate box) Cache connect creates a cache file in the domain directory of the GroupWise system tree. If any changes have been made to the GroupWise system, (new users, new post offices, new domain, etc. . . ) , then Live mode will need to be used to view and manage these new objects, after which, Cache Connect mode can be used again. Otherwise, Cache Connect mode will speed up the initial load process of Vertigo.

# Interface

Vertigo splits the view of the system into two parts. The left side of the screen holds objects, users, resources, and lists while the right side has the information tied to any object selected. The left side of the window, the tree view, is only used for selecting objects to modify. Objects cannot be moved, and cannot be modified on this side of the screen.

The right side of the window holds all of the information on the object selected and allows modification. You must first select an object, (even if previously highlighted), before you can access, edit, view the object, rule, setting, or information.

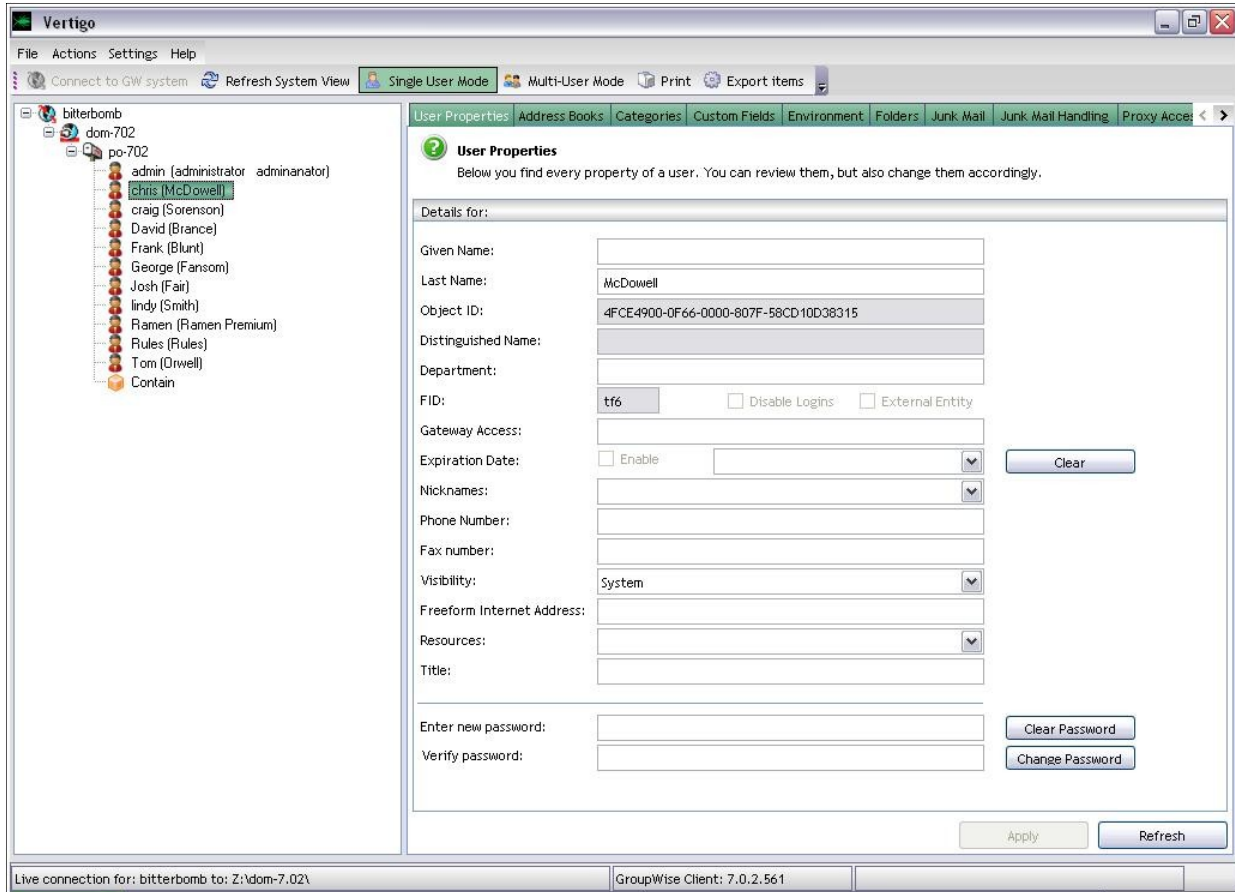


The right side of the screen allows access to configuration through selectable tabs across the top of the right side and sub-tabs. When large amounts of information is displayed, it is formed into a 'grid' view, which allows customization according to columns, as well as custom filters. To access or act on the information shown in a grid, you must first select it with the mouse, once selected, you can edit, view, or organize the information.

Using the mouse right-click is a quick and effective way of accessing different options for configuration and organizing the information, (especially in grids), by adding or removing filtering criteria or organizing by columns. To access these options, you need to right click in the grid area. The right-click also allows the administrative user to quickly generate reports and export data to .xls, .pdf, .xps, or plain text formats.

# Use

Now we are connected, we can begin managing the GroupWise system. To view or edit the properties of any user, group, or list, you must first select them in the tree view.



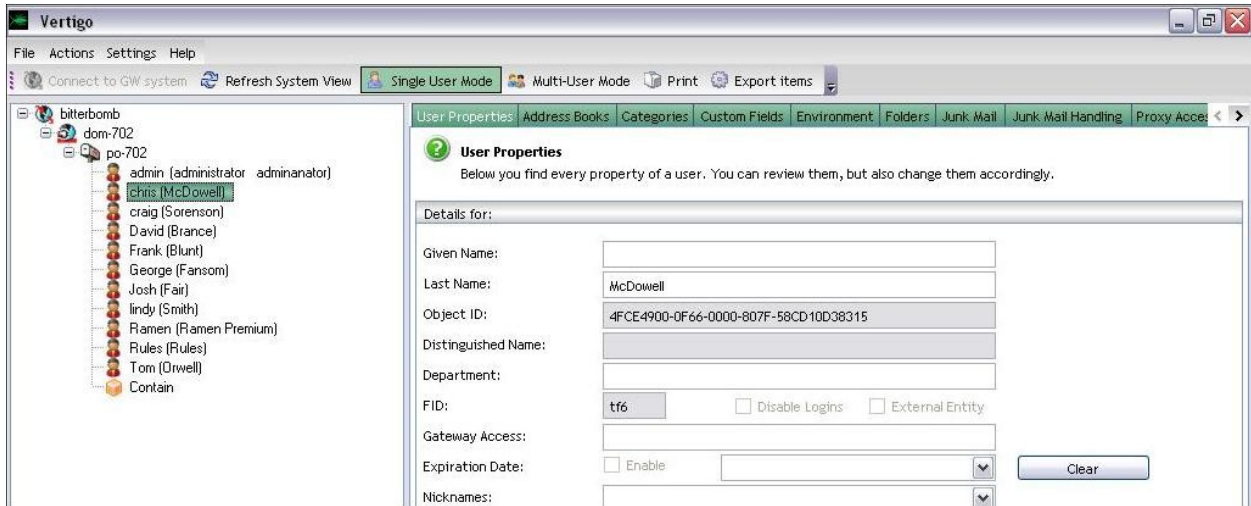
The power of Vertigo lies in its ability to organize data into a viewable and easily manipulated format. The data window on the right side is setup to work with a set of tabs to generally categorize data, which can be narrowed down through the use of columns and criteria to the information that is desired. Again, the right-click menu in the information fields of the different tabs exposes options that would not otherwise be seen.

The **Report** views in **Multi-User Mode** may require you to click **Generate** to create the list of information before anything will be propagated into Vertigo's display.

When changes are made, the **Apply** changes button must be selected before switching the view for changes to be applied to the database. If the view is changed or a different user is selected before changes are applied, changes will be lost. Changes and settings will also be reverted to what is in the database by selecting the **Refresh** button as this polls the database for settings. Depending on system speed and the connection to the domain database, changes may take some time to be applied. *Vertigo is currently unable to change settings that were locked in ConsoleOne.*

# Single User Mode

To use **Single User Mode**, select the mode button along the toolbar at the top of the program window and select a user to view or edit. Here we have selected the Admin user and are looking at the user properties, which is the default view when a user is first selected.

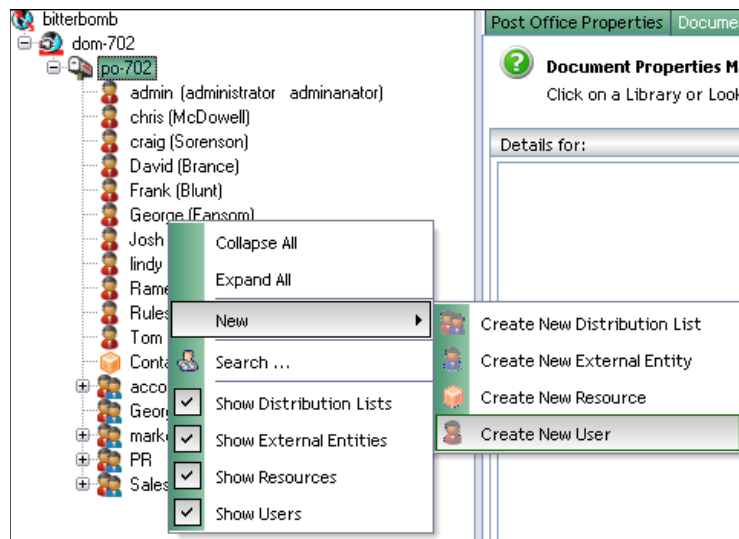


The different configuration tabs listed across the top of the information field allow access to the different facets of the GroupWise system. You may need to use the scroll buttons along the tab bar to access all of the tab functions.

# User and Object Creation

Vertigo supports Object creation and Distribution list management as well as User management. To create a new user or object, select the Post Office where the user is to be created and right-click on the post office or in the user tree below the selected Post Office.

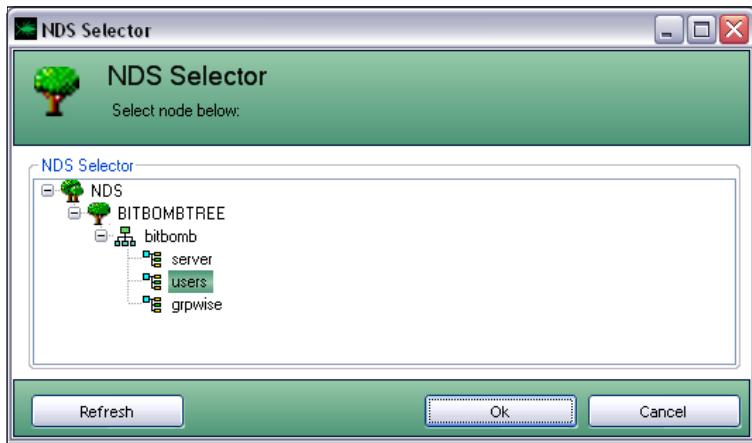
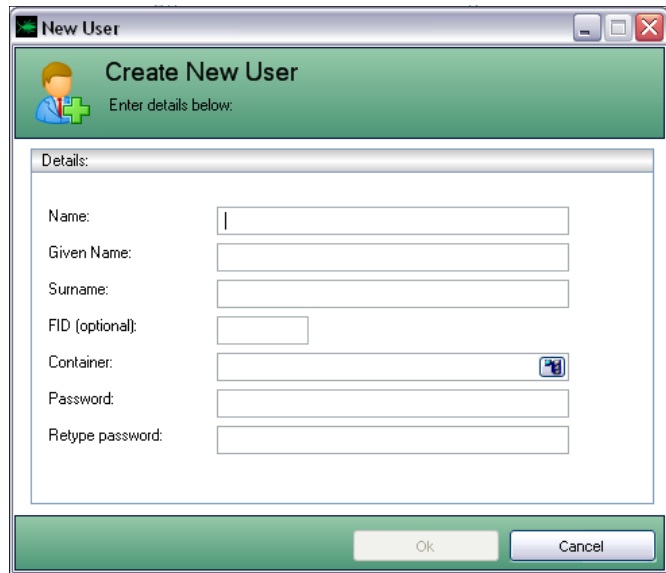
From the right-click menu, select the object type you wish to create, (User, Distribution list, Resource, or External Entity).



Depending on the type of object you wish to create, you will be confronted with a different properties window.

To complete creation, you must fill out all the required information, (the FID is optional for User creation), and select the container for the object.

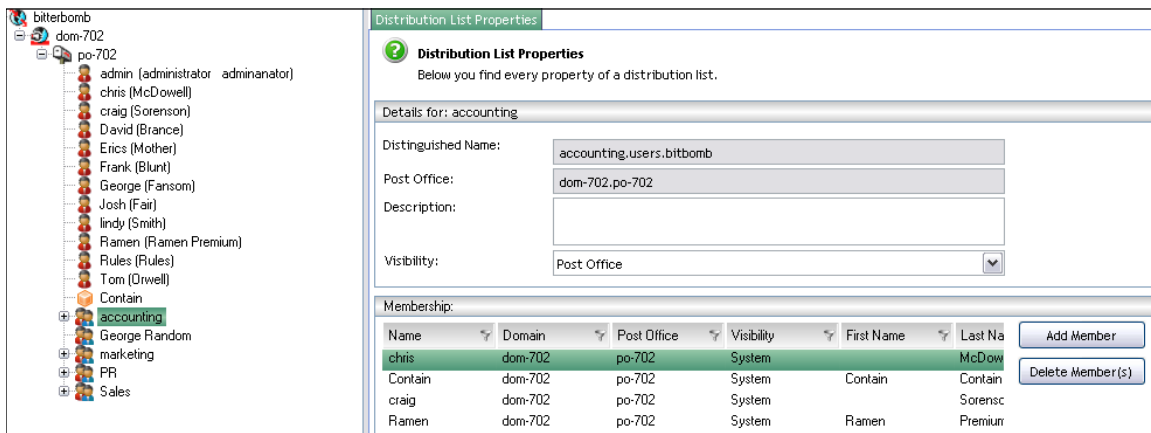
The NDS selector window requires you to double-click on objects to expand them.



After you have selected the container and filled-out the required information, the object will be created.

To set the password or change other settings for the object, (like adding members to a Distribution list), select them from the Group-Wise tree to bring up the properties of that object, and modify the appropriate setting in the information window. (This will be handled later in the guide.)

To add members to a distribution list highlight the list from the tree view, select **Add Member**, and chose the desired members from the address book list.



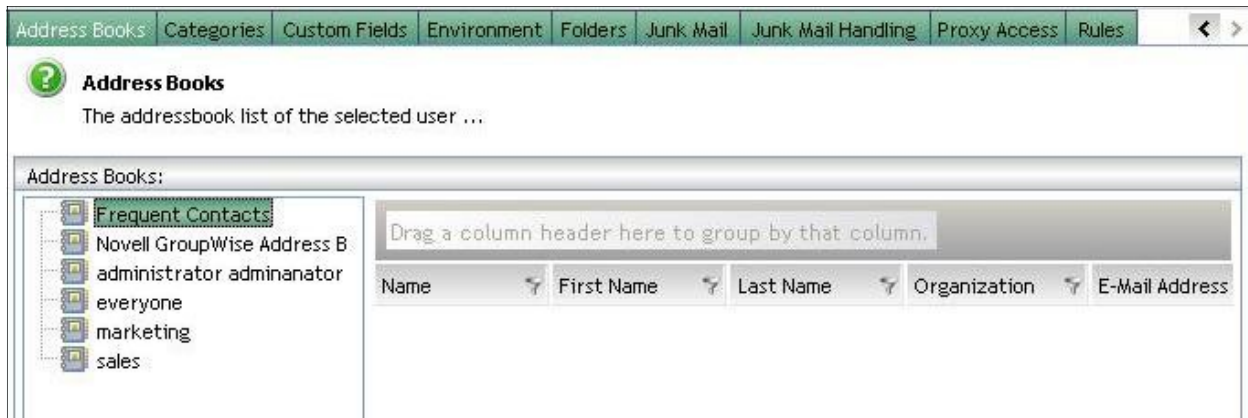
# User Properties

The Admin user has no nicknames, no expiration date, and is missing contact information which can be added from this program as well as changing password and other properties. The other user properties can be accessed and modified by selecting a different tab. The grayed-out information fields cannot be changed or populated, but the blank, white fields are quickly manipulated from the Vertigo interface.

Enter new password:	<input type="text"/>	<input type="button" value="Clear Password"/>
Verify password:	<input type="text"/>	<input type="button" value="Change Password"/>

For example, to change a password, **select the desired user** from the tree view, enter the new password and verify in the dialog provided at the bottom of the info screen, and click **Change Password**.

to change other options, populate the applicable fields with information for the specific user and select the **Apply** button to write the changes to the domain database. *Changes not applied before browsing off of the current configuration page are not saved and must be reentered and saved to the database to become effective.*



## Address Book

The Address Books tab shows which address books are owned or shared by which users, to how many and who. It also shows how many users, access, ownership and location of any selected address book

You can edit, view, and create reports on address books through the right click menu.

[\(Address Book sharing requires GroupWise client 7.03, all other activities can be done with the 7.02 client.\)](#)



# Categories

This view displays the color and settings for the different categories of mail that can come into their respective mailbox. The colors are represented by their code number.

If a company has specified colors to dictate the type of mail in a user's system, it can be copied through the rest of the system. To copy this client setting through the system, follow the same procedure you did for the Address book; select the desired setting, select copy, and then designate the users you wish to have the rule propagated to. You may specify multiple users at the same time.



# Custom Fields

This reports on the selected users custom fields in their address book. This will be blank unless the users in your system have set these fields in their client options. Currently, this is not an editable setting.


# Environment



This setting has its own set of sub-tabs, some which require 7.03 or higher to fully function. (File location, Signature) These sub-tabs are explained below.

# General

The general tab shows the language and settings for POP and NNTP as well as messenger and spell check. Unless the setting is locked in ConsoleOne, you can modify these settings here.

General	File Location	Cleanup	Signature	Disk Space Management	Mailbox Size
<b>Settings from the GroupWise client:</b>					
Interface Language:					
English (US) 					
<input checked="" type="checkbox"/> Show Messenger presence					
<input type="checkbox"/> Check spelling as you type/before send					
<b>Settings from Client Options set in C1:</b>					
<input checked="" type="checkbox"/> Allow shared folder creation					
<input checked="" type="checkbox"/> Allow shared address book creation					
<input type="checkbox"/> Allow use of POP and IMAP accounts in the Online Mailbox					
<input type="checkbox"/> Allow use of news (NNTP) accounts in the Online Mailbox					

# File Location

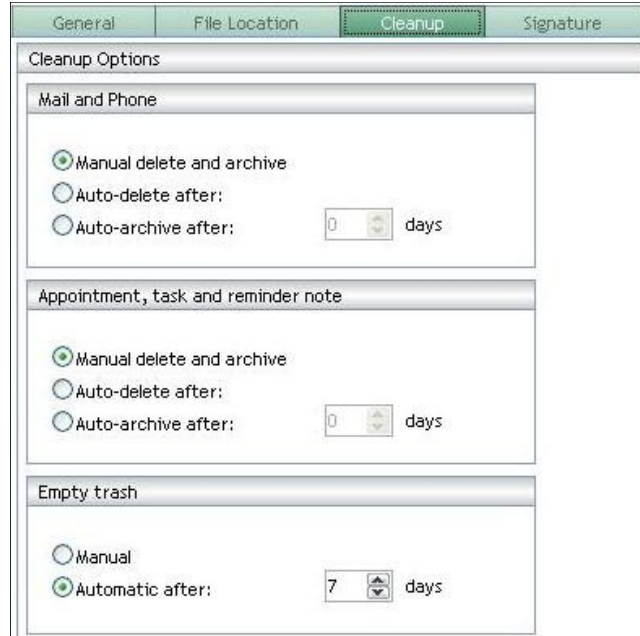
The location of the Archive directory can be viewed here for each user in your system. (Vertigo requires GroupWise 8, codename 'bonsai', to edit path.)

General	File Location	Cleanup	Signature	Disk Space Management
<b>File Location</b>				
Archive directory:				
<input type="text"/> 				



# Cleanup

The cleanup tab reveals the deletion and archiving settings for each user in the system. You can change the settings here by modifying the settings and clicking apply.



# Signature

Further options for the signatures require GroupWise 7.0.3, but 7.0.2 systems can view and delete signatures according to company policy. The Signature can also be copied to all the users in the system, like rules can; click **Copy**, select the users desired from the address book and confirm by selecting **Ok**.

Signature settings support variables to insert user-specific data into signature text. You may add these variables into the text box and copy them to all accounts. Admin defined fields are supported, but must be defined in ConsoleOne. The default supported variables are:

[[NGW:FullName]]	[[NGW:Title]]	[[NGW:NetID]]
[[NGW:GivenName]]	[[NGW:PhoneNumber]]	[[NGW:Domain]]
[[NGW:Surname]]	[[NGW:FaxNumber]]	[[NGW:PostOffice]]
[[NGW:Department]]	[[NGW:Name]]	[[NGW:PrefEMailID]]

A signature text that reads:

Sincerely,  
[[NGW:GivenName]] [[NGW:Surname]]

Will produce a signature that bears the name of each individual user, looking like this:

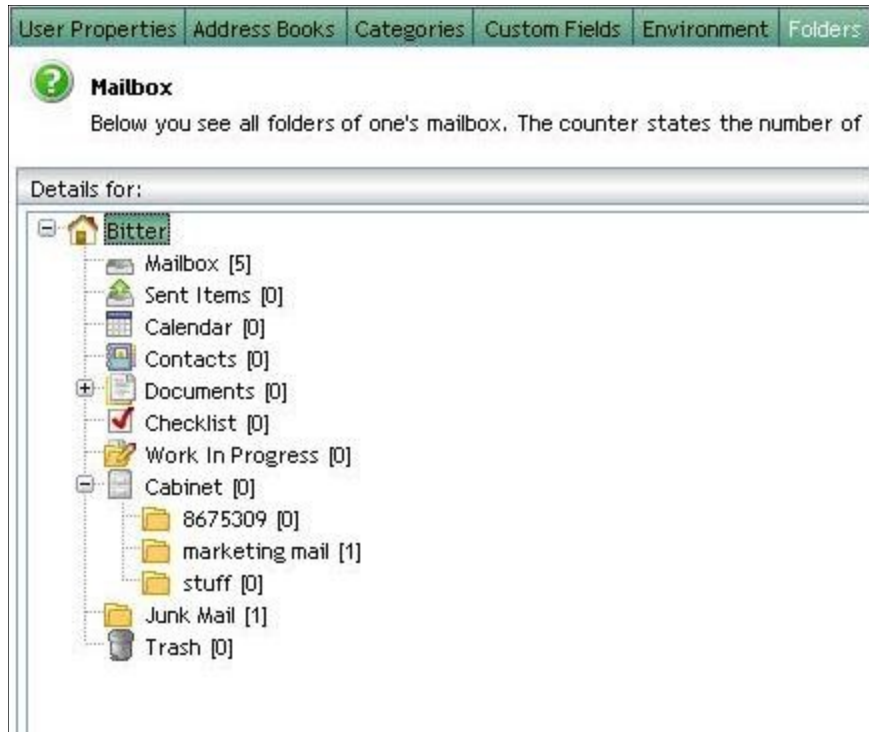
Sincerely,  
Tom Orwell



# Folders

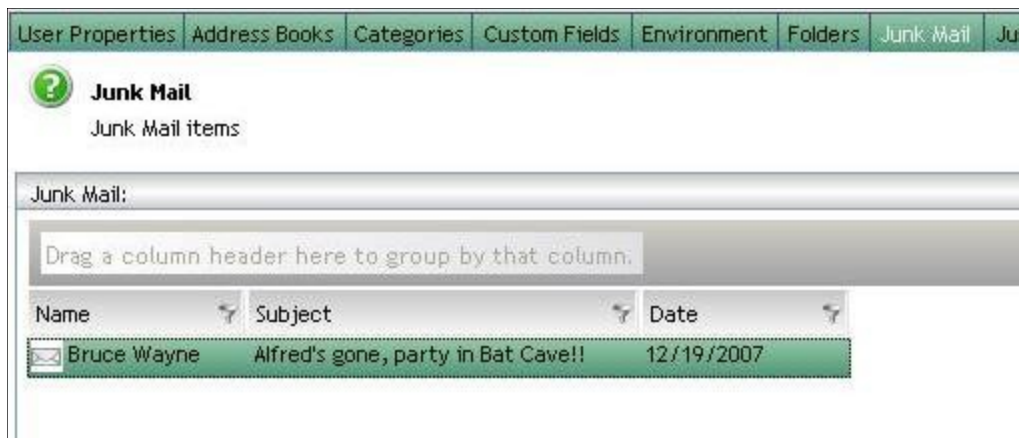
This reveals all the folders, and the item count of each, in a user's mailbox in order to deliver immediate and effective reporting on mailbox population without viewing any actual messages.

The folder structure is not available for system propagation at the moment, but is planned for subsequent releases and would be accomplished by the same process as the address book.



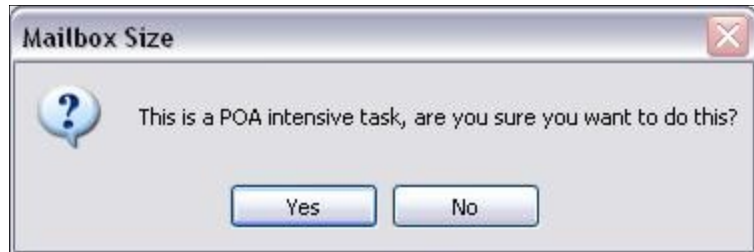
# Junk Mail

Lists the contents of the Junk Mail mailbox. This allows general monitoring and also provides identification of any good mail which has been erroneously tagged as junk and placed in the Junk mail folder by the system.



# Disk Space Management

Size limit restrictions are reported here for the different users. The values here can be edited, but cannot be saved in this version. The code is currently being added to the system.



## Mailbox Size

This tab polls the post office for the physical size of the selected user’s mailbox. **This is a demanding and intensive process for the post office**, but allows immediate reporting on the disk usage of each individual user. This is purely an informational tab. You can specify what is displayed for the mailbox, (all, sent, received, trash, or posted/draft items), to simplify the view. Remember, even though Vertigo may look like it is not working, this is a POA intensive task, it takes a bit of time to show-up.

General	File Location	Cleanup	Signature	Disk Space Management	Mailbox Size
Mailbox Storage Size Information					
View		Mailbox Information			
<input checked="" type="radio"/> All <input type="radio"/> Trash <input type="radio"/> Sent Items <input type="radio"/> Received Items <input type="radio"/> Posted/Draft Items		Current mailbox size: 77.38MB Maximum storage limit: Unlimited			
Drag a column header here to group by that column.					
Folder	Delivered	Message type	Size	ID	
Mailbox	12/19/2007	Mail	40687049	4768DE2F.dom-702.po-702.100.1736564.1.49.1@1;	
Mailbox	12/19/2007	Mail	978	4768DD55.dom-702.po-702.100.1736564.1.46.1@1;	
Mailbox	12/19/2007	Mail	834	4768DCE6.dom-702.po-702.100.1736564.1.44.1@1;	
Mailbox	12/19/2007	Mail	539253	4768DCD8.dom-702.po-702.100.1736564.1.43.1@1;	
Mailbox	12/18/2007	Mail	823	4767B777.dom-702.po-702.100.1736564.1.40.1@1;	
Mailbox	12/19/2007	Mail	39905911	4768DE0D.dom-702.po-702.100.1736564.1.48.1@1;	
marketing mail	12/19/2007	Mail	870	4768DD7D.dom-702.po-702.100.1736564.1.47.1@1;	
marketing mail	12/19/2007	Mail	1135	4768DD30.dom-702.po-702.100.1736564.1.45.1@1;	

# Junk Mail Handling

It has always been a challenge to populate the black lists while still receiving all the valid mail. The junk mail handling tab allows quick access to change and view the Junk, Block, and Trust lists and the active settings of any mailbox.

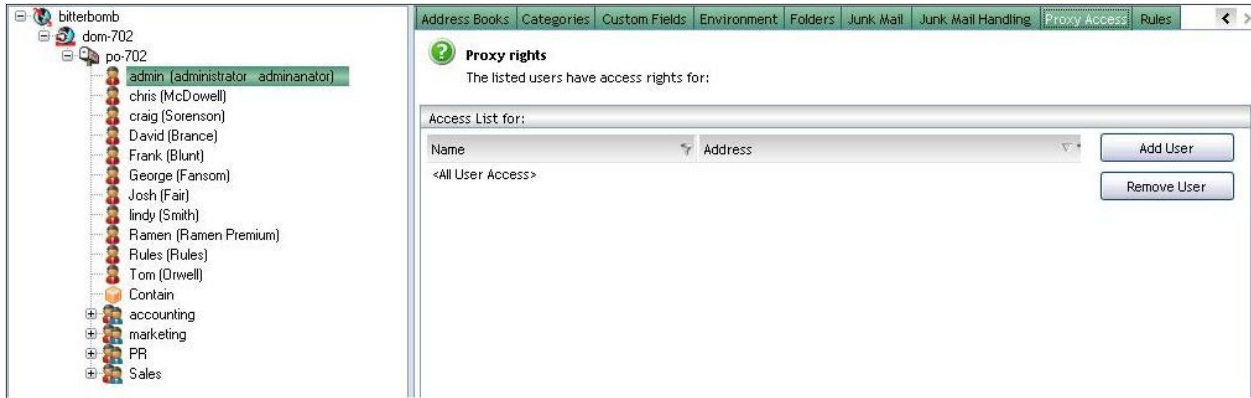
The settings tab allows the activation of the Junk Mail Handling system. Changes can be applied by selecting the **Apply** button.

The individual lists, Junk, Block, and Trust lists, can be accessed through the sub tabs, and allow full editing, creation, and removal of any particular domain or address. It also displays the count to indicate effectiveness in the list.



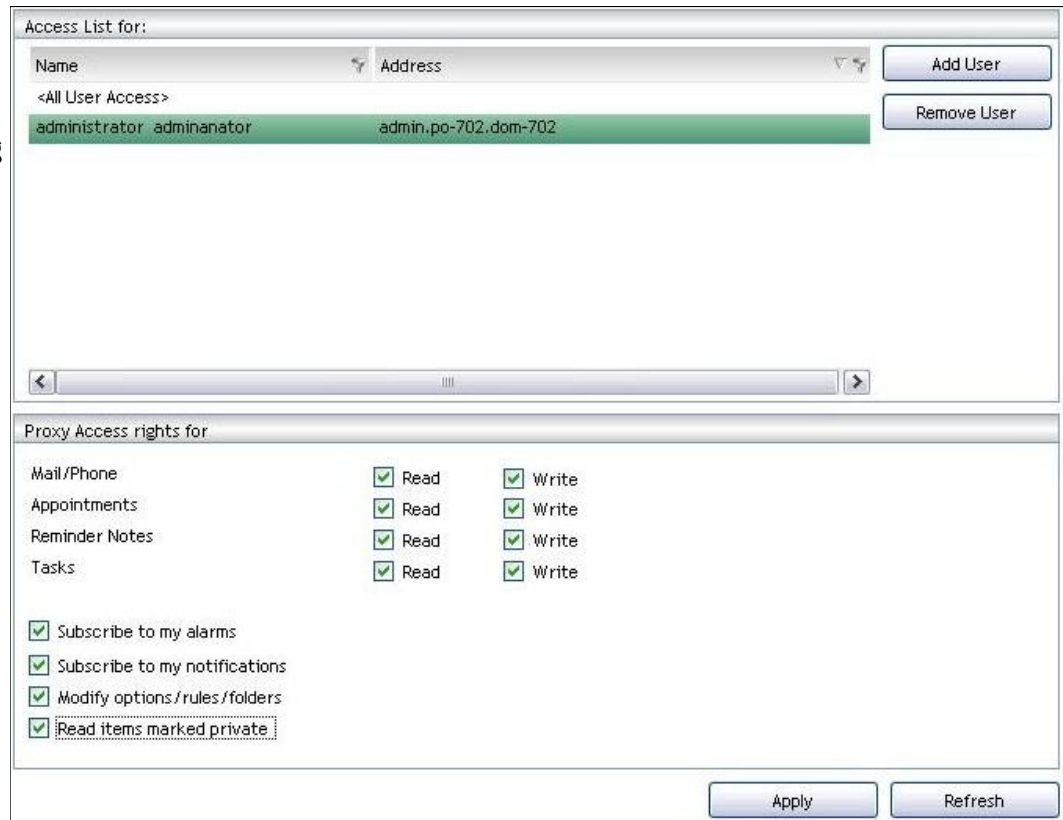
# Proxy Access

This list shows the users that are allowed to proxy into the selected user's mailbox, and which rights they can exercise as proxy. The proxy list can be completely managed from this window.



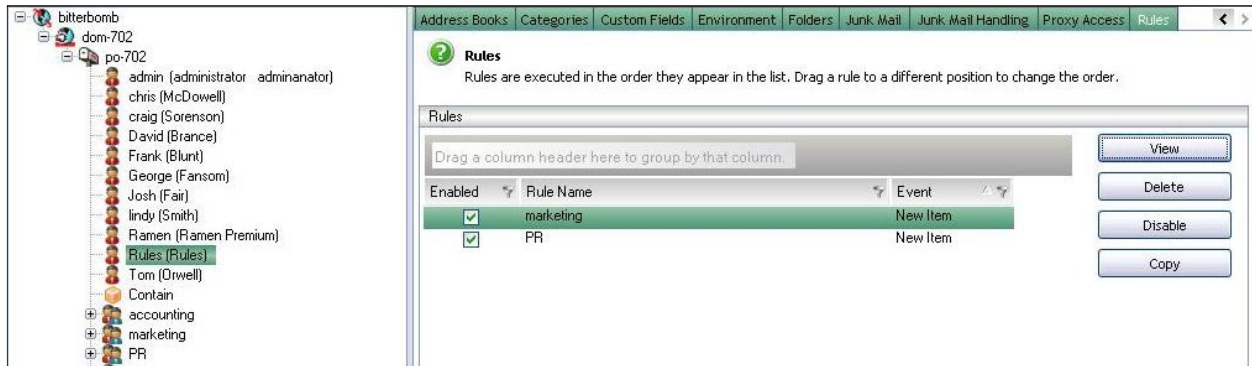
To add a proxy rights to a user, select the user you wish to proxy to from the tree view on the left, select the **Proxy Access** tab, then click add user. Select the user or users you wish to grant proxy rights to and click **Ok**. *(The users in the add user window will not be selected unless they are selected with the mouse, even if they are highlighted already.)* After the users are added to the Access list, you can **modify the rights** they are granted.

Right clicking next to the rights allows you to select or deselect all.



# Rules

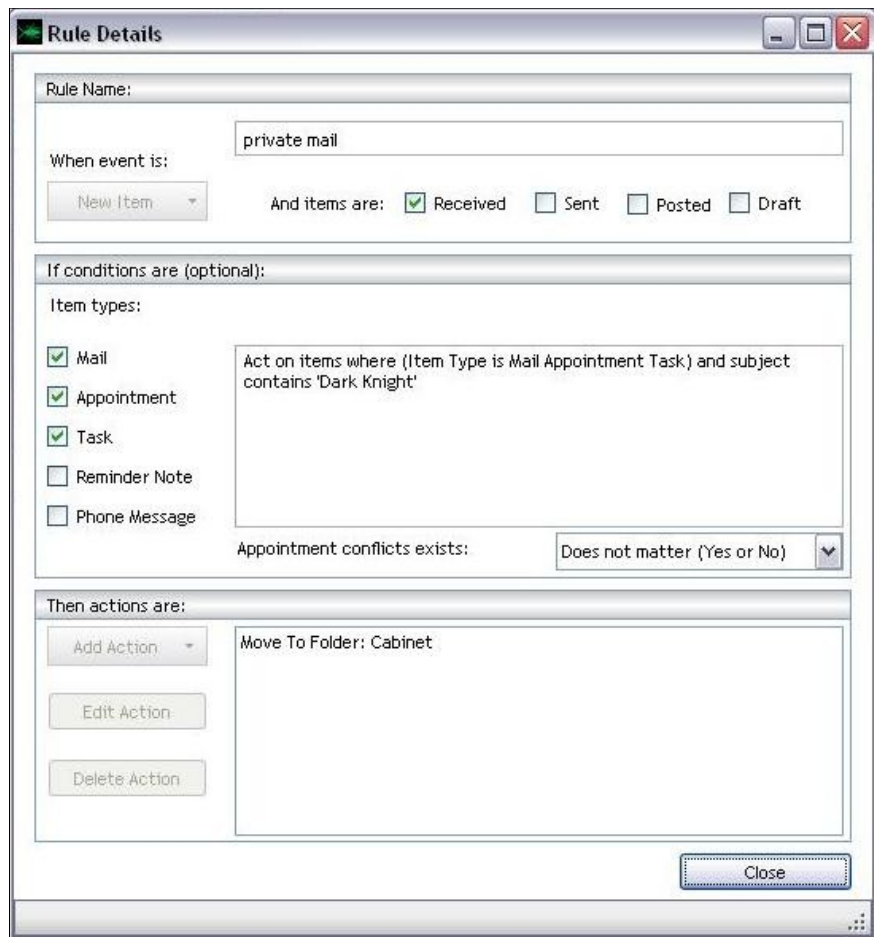
Rules can be viewed and manipulated from this area. Clicking on the checkbox will *not* toggle the active status of a rule. To disable a rule, select it and then select the **disable** button on the right side.



Viewing a rule is simple; select the rule and then the **view** button to see all the properties of that rule.

The recommended use for rule sets is to create a dummy resource account to hold or create rules with through the client and ensure they are working, and then use Vertigo to propagate those rules to other users. To keep things organized, a resource for rules, address books, and signatures, could be created for each department or group desired.

For example, a resource called 'sales' could be created to hold all the rules for the sales team members, which could be used to make and then propagate all of the rules to the other users in the Group-Wise system.



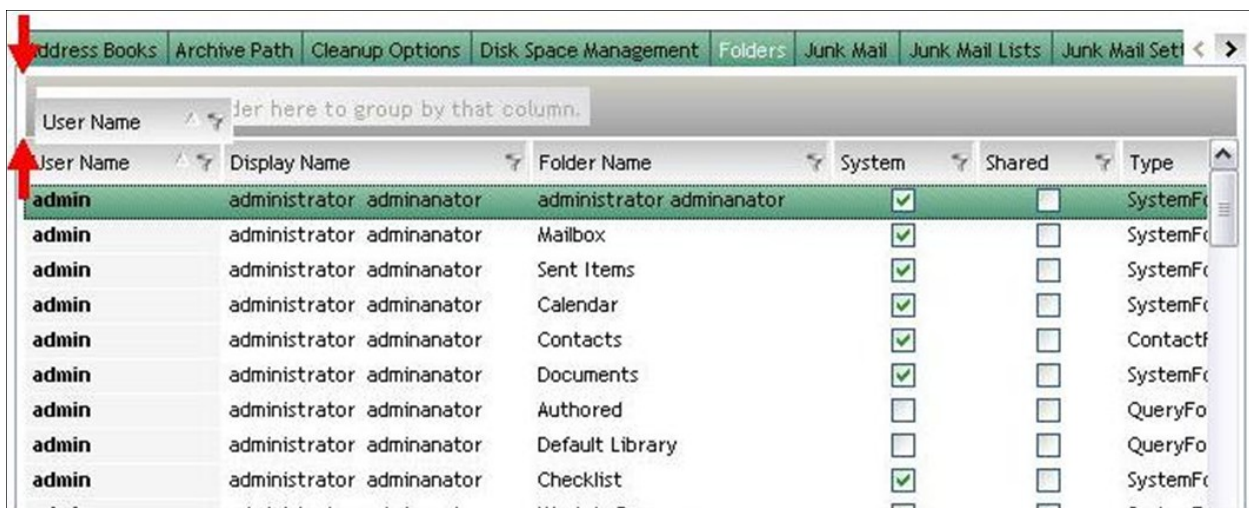


# Multiple User Mode

The Multi-User mode allows the selection of all or certain users to be modified at the same time. Multiple user mode has three tabs across the top of the information window; **Reports**, **Proxy Access**, and **User Properties**.

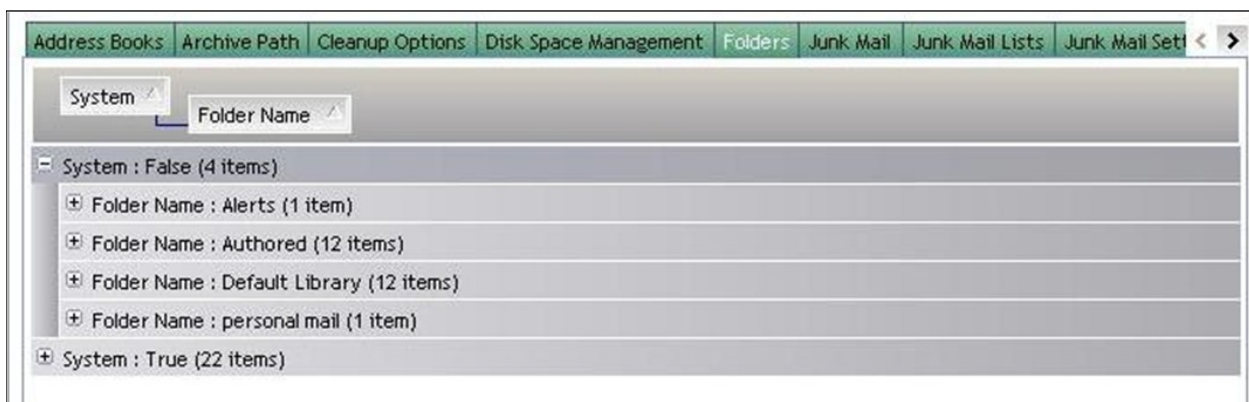
The different areas in the Multiple User mode are similar, if not identical, to the corresponding single user mode, except that they modify Multiple users. The display of all the data in a large system can quickly get overwhelming, which is where organization becomes very important.

Moving the different column headers to organize the results to a workable amount of data, and knowing where to move them to gain the best results, will depend entirely on the data desired and the system that Vertigo is managing.



To organize the columns, simply drag the desired column header into the space provided, directly above. The red arrows appear around the area where you should drop the header.

This process can be repeated as many times as desired to achieve the organization desired.



For instance, here vertigo is organized according to the criteria desired. To quickly find out which users have unshared private folders other than the system defaults, and the folder names, we have dragged the appropriate columns into the organization header.



To reverse this, simply drag and drop the column header back into the info field.

You can also **Right Click** and select **Reset Grouping**, which will reset the information view to the original settings in Vertigo.





# Reports

The reports screen looks very similar to the single user mode screen, except that the function tabs are now sub-tabs. All of the same information that was available in the single user mode under these tabs is available here, but it will be generated according to the users selected in the tree view on the left side of the Vertigo window.



The Reports tab is the function that allows the admin to create system wide reports. *Settings cannot be changed through the Reports screen; it is used for generating reports only.* In the reports screen, system-wide reports can be created on every tab from the Single User Mode, and printed directly or exported to .xml, xps, and raw text formats.

This function is immensely useful for finding and eliminating problems and bad settings in a large GroupWise System, by polling the entire database and reporting all the settings for each user at a glance.



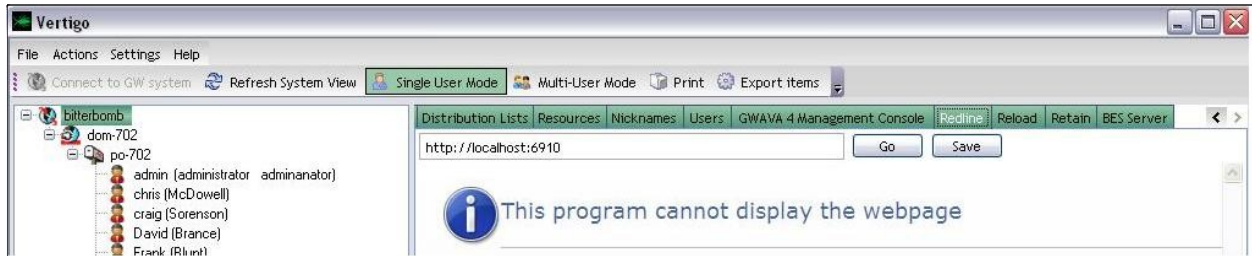
To export data from Vertigo, generate a report on any given tab. Either select **export** from the top menu bar or from the **right click** menu.

Then chose which file type you wish to export the data to, (.pdf, .xml, ..xps, or .txt), and select the desired name and location to save the data. Vertigo will attempt to open the newly created file with the appropriate program.

**Proxy Access** and **User Properties** are interfaces for manipulating system-wide proxy rights as well as general properties for users. These will be demonstrated in the application section.

# Web Tool Integration

Network administrators can also integrate different tools from their GroupWise system and GWAVA Beginfinite program suite directly into the Vertigo console. This is done from the top



of the GroupWise system in Vertigo. The products and tools available for integration are: Gwava4, Redline, Reload, Retain, and BES server. Also available are the web consoles for the MTA and POA.

To integrate Gwava4, or any other Beginfinite product, **select the GroupWise system in Single User mode, and click on the appropriate tab, (in this case, Redline).**



To get to the management console, the appropriate address needs to be defined. On default, the address is set to localhost, which is most likely incorrect.

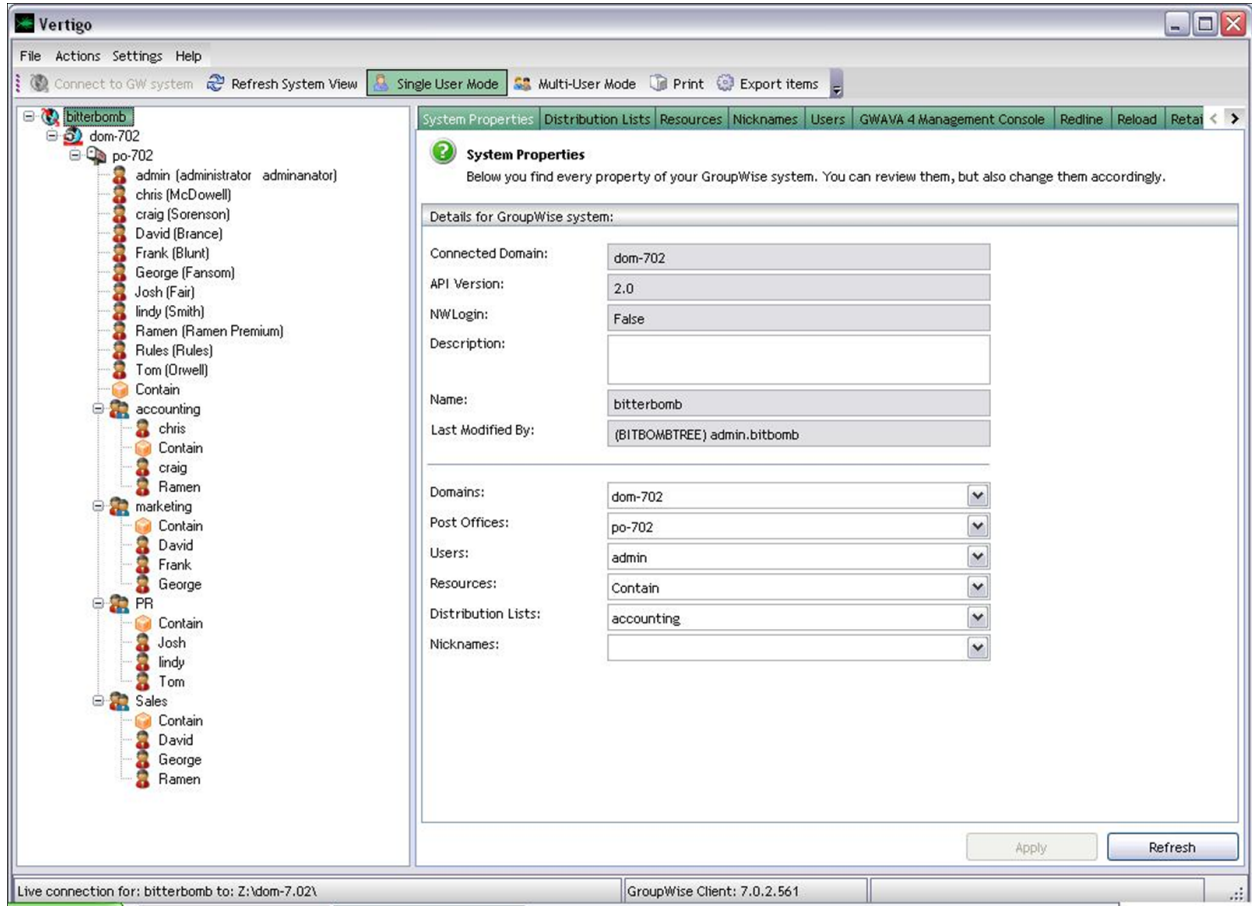
**Set the correct address**, either a direct ip address or a dns name, and select **Go**. If the correct page is displayed, select **Save** to remember the setting the next time this tab is selected. Repeat with the rest of the desired integrated products.



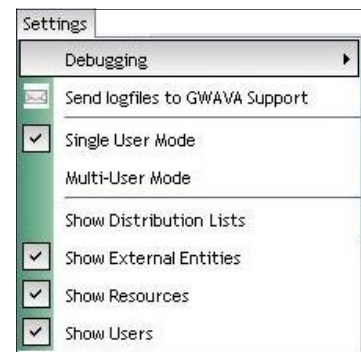
GroupWise web console integration takes the same process, only the **Domain, or Post Office** is selected in **Single User Mode**, instead of the GroupWise system. **Select the appropriate tab** in the information page, either MTA or POA web console, and **input the correct address** of the agent. Test using the **Go** button, then **save** when settings are correct.

# Application

The hypothetical company below has several problems with the mail that need to be corrected; first, the new users that have been added need to have their rules and proxy rights added to their accounts. Next, we need to perform the routine check to make sure that the users have not created rules that go against company policy, or that they are receiving the mail that they requested. Finally, we are also going to set limits to the mailbox sizes and generate reports as to which accounts have come close to the size limit in the mail system.

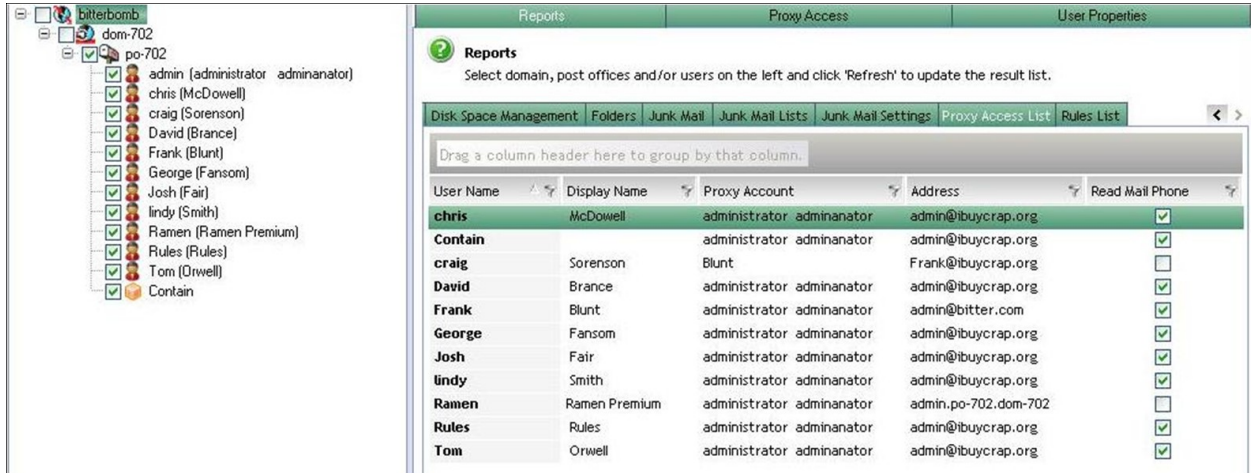


(To show distribution lists, resources, or other entities, select them from the Settings menu. Here you can edit your GroupWise system tree view options.)



# Checking and Granting Proxy Rights

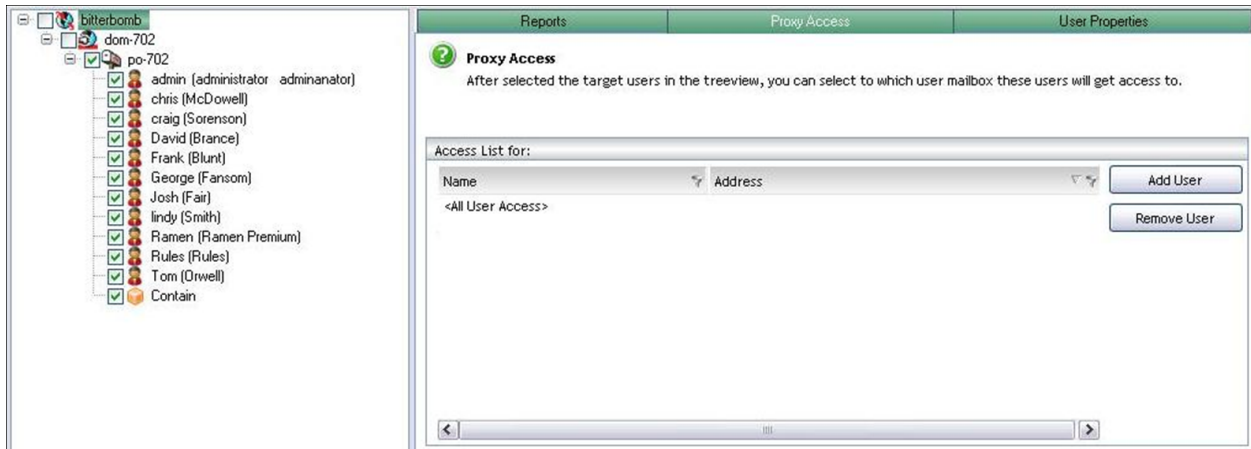
After selecting **Multi-User Mode**, mark the post office to select all the users in the system, click on **Reports** and **Proxy Access List** and finally click the **Generate** button to create the report on who has access rights to who's account.



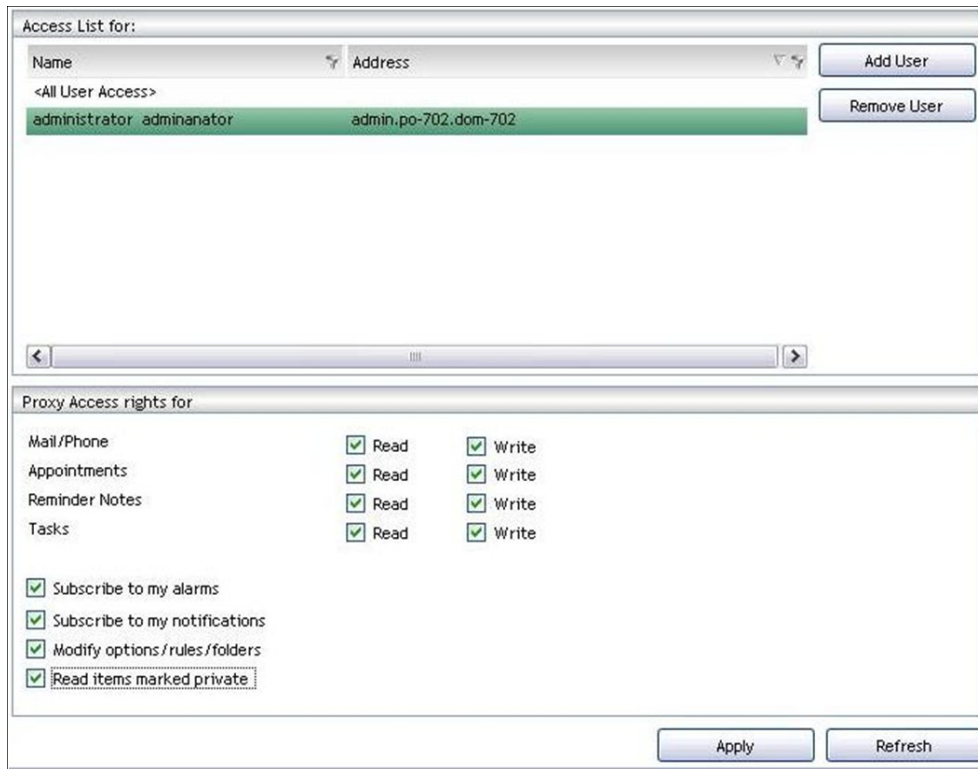
This report shows us first the user name, their GroupWise ID, who has proxy rights to their account (and their address), and finally what proxy rights they have been granted.

The immediately alarming thing is that Frank Blunt has access to Craig Sorenson's account. The next thing we notice is that Admin does not have proxy access to Craig's account, as is company policy. We can fix both these problems.

First, while still in **Multi-User Mode**, click on **Proxy Access**. This screen allows us to add proxy rights for the Administrator for all the accounts at the same time. When the screen comes up, it shows a blank Access list because no one user has common access to



Select the **Add User** button and then select the Administrator from the user list that is generated. Click **OK**.



Now select the administrator user in the access list and select the desired boxes to grant Proxy Access Rights to the Admin user. Click **Apply** to make the changes permanent before moving on.

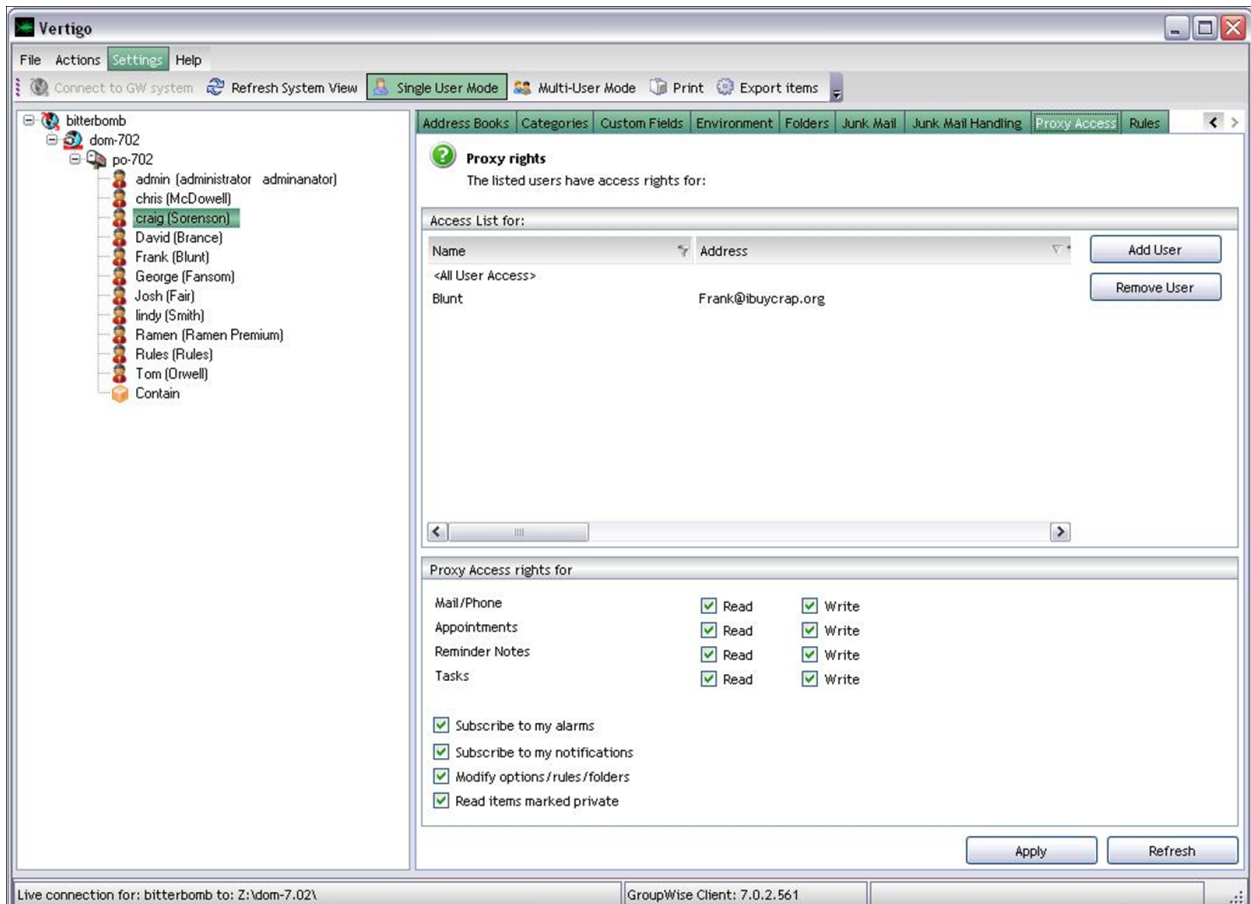
The administrator now has full proxy rights to every user in the system.

*If you are running GroupWise 7.02 instead of 7.03, you may be confronted with this information message:*



Re-select the **Apply** button in order to finish affecting the change in your system.

To remove Frank's access rights to Craig's account, enter **Single User Mode** and select **Craig Sorenson** from the GroupWise system tree.



Select the **Proxy Access** tab to bring up the proxy rights configuration. Select the offending user, Frank Blunt in this case, and select **Remove User**.

Click **Ok** to confirm proxy rights removal and then click **Refresh** to verify that the proxy rights have been removed.

If you attempt to add duplicate users to the proxy access list, you will be notified and the double entry will not be added to the system.



# Generating Reports

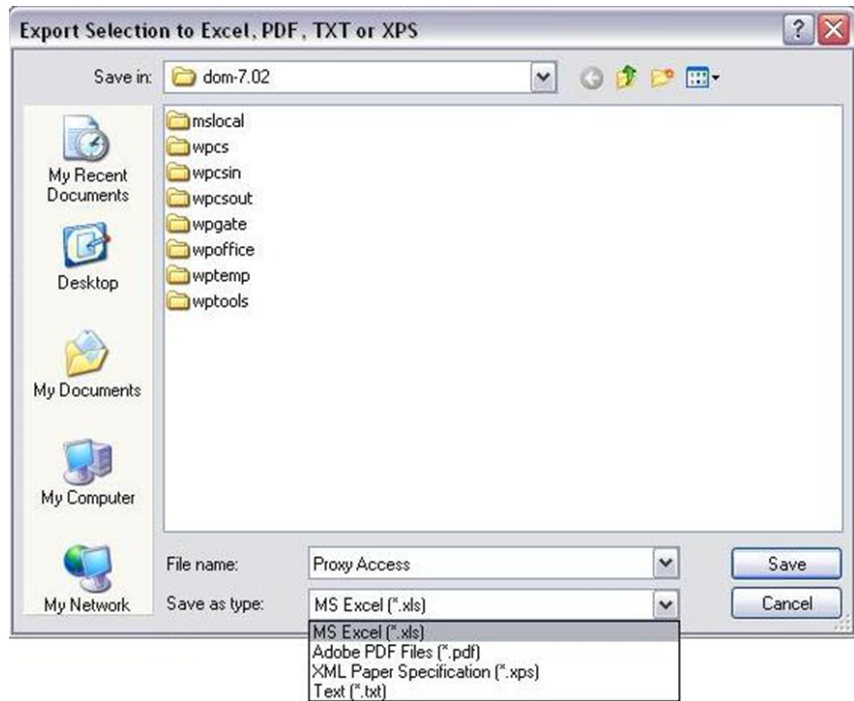
The legal department requires regular reports on the access abilities of the different users in the company. To export or print a report that you have generated in Vertigo, format the different columns by dragging the desired organizational criteria to the column header.



Right click in the middle of the organized information and select **Export Items** or select **Export** from the program menu at the top of the window.

Select the save location and desired format to continue exporting the information for further formatting or for archive purposes.

You can also select **Print** from the **Right Click** menu or the top menu bar and select the desired printer and formatting.



# Rule Propagation

Now we move to our second task, making sure that the rules in the system are appropriate for the system and propagating the rule-set for the different departments to the new users.

The ability to copy rules between users requires GroupWise 7.03 running on the Post Office.

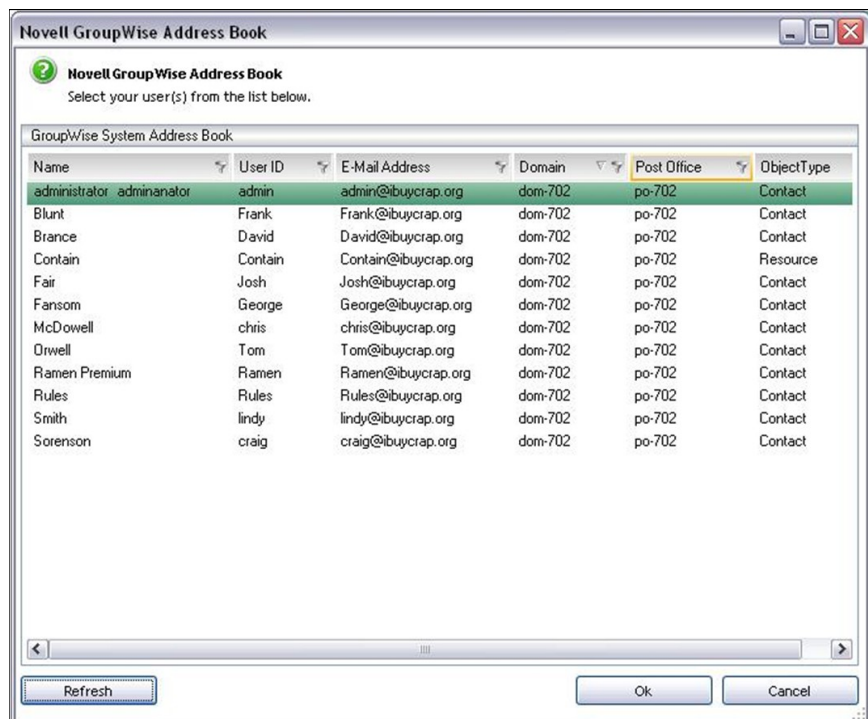
The user in which holds the rules for three of the organizations (Marketing, Complaints, Public Relations) is the general user the admin has created to hold rules. (This can be any user; admin, or a dummy user. Rules must be created from the GroupWise client before Ver-tigo can copy them to other users in the system.)



In **Singe User Mode** select the **user** which holds your rule set and then select the **Rules** tab. (You may need to scroll the function tabs using the scroll arrows at the top right.)

Here we have selected the desired rules to be copied. Select **Copy**. (Tip: In the tree view, open the distribution list containing the users who need these rules to keep track of who to copy the rules to.)

Now we can select the appropriate users to copy the marketing rules to and select **Ok**. Your rule has been copied to the other users. Select the other users and Rules tab to verify that the rules have been copied over correctly.





(If you are using GroupWise 7.02, you will encounter this message and reminder.)

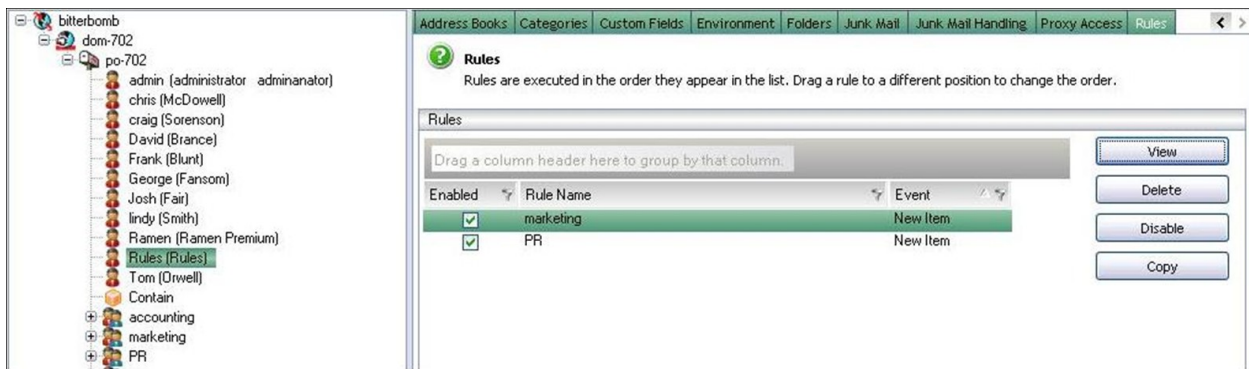


We also want to check the rules that are active in the system. Select **Multi-User Mode**, **Reports**, and the **Rules** tab. Make sure you have all the desired users selected. (Selecting the post office will automatically select everything in that post office.) Click **Generate**.

User Name	Display Name	Rule Name	Enabled	Event	Mail	Appointment
chris	McDowell	private mail	<input checked="" type="checkbox"/>	New Item	<input type="checkbox"/>	<input type="checkbox"/>
<b>Contain</b>		PR	<input checked="" type="checkbox"/>	New Item	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Frank</b>	Blunt	PR	<input checked="" type="checkbox"/>	New Item	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Ramen</b>	Ramen Premium	PR	<input checked="" type="checkbox"/>	New Item	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Rules</b>	Rules	marketing	<input checked="" type="checkbox"/>	New Item	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Rules</b>	Rules	PR	<input checked="" type="checkbox"/>	New Item	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Tom</b>	Orwell	PR	<input checked="" type="checkbox"/>	New Item	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

If any user has rules which need to be removed or disabled, we can edit those properties from the **Single User Mode**. Select the user in question, and the **Rules** tab.

We can see that the rule is enabled. Select the rule and then the **Delete** or **Disable** button.



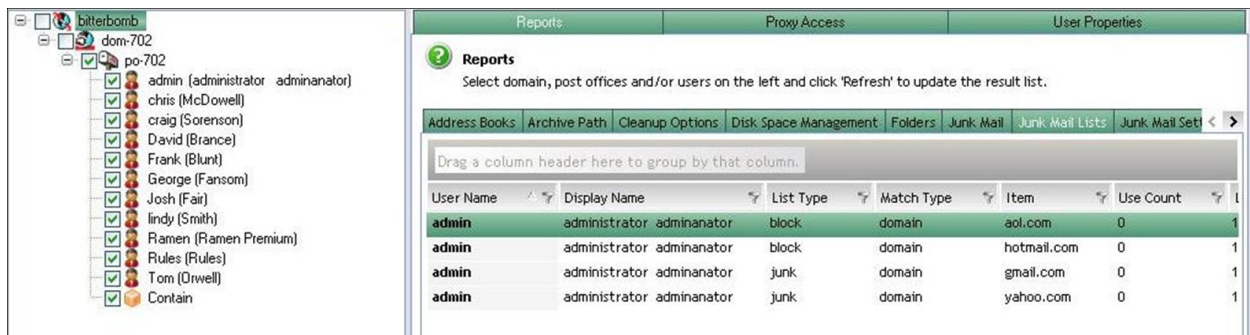
# Block and Junk Mail Lists

The users were instructed a couple weeks ago to create their own block lists to cut down on the amount of unwanted mail in their mailboxes. One of the users has complained that they cannot get mail from one of their customers. We want to check if the users in this system have created their own block lists and also to see if a block list could be the cause of the missing mail for this user.

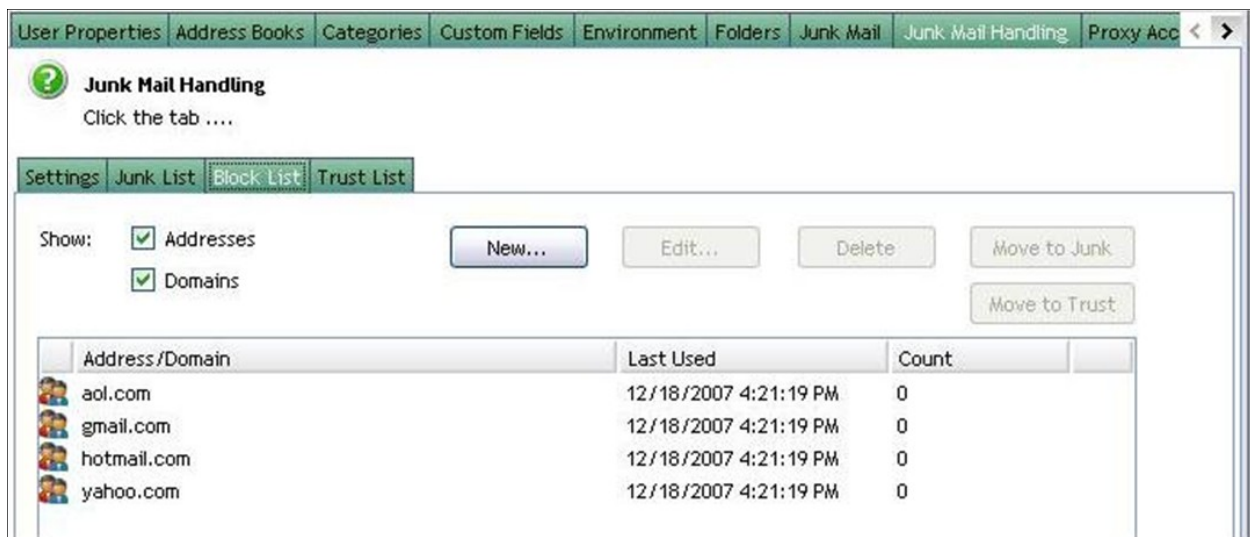
In **Multi-User Mode** with the **Post office selected**, click on **Reports** and **Junk Mail Lists** then click **Generate**.

We are going to organize this according to the user name in order to see which users have created their own block lists as instructed. **Drag the User Name** column to the empty header directly above. Now we can see that only user that has created a junk list is Admin. Admin has also not been getting all the mail that it should.

Admin has blacklisted several domains that would keep him from getting quite a bit of mail. We need to remove them. In **Single User Mode**, select the **desired user**, Admin, and click



on the **Junk Mail Handling** tab. Select **Junk** or **Block List**.



Highlight all the entries that we want to remove and click delete.

Address /Domain	Last Used	Count
aol.com	12/18/2007 4:21:19 PM	0
gmail.com	12/18/2007 4:21:19 PM	0
hotmail.com	12/18/2007 4:21:19 PM	0
yahoo.com	12/18/2007 4:21:19 PM	0

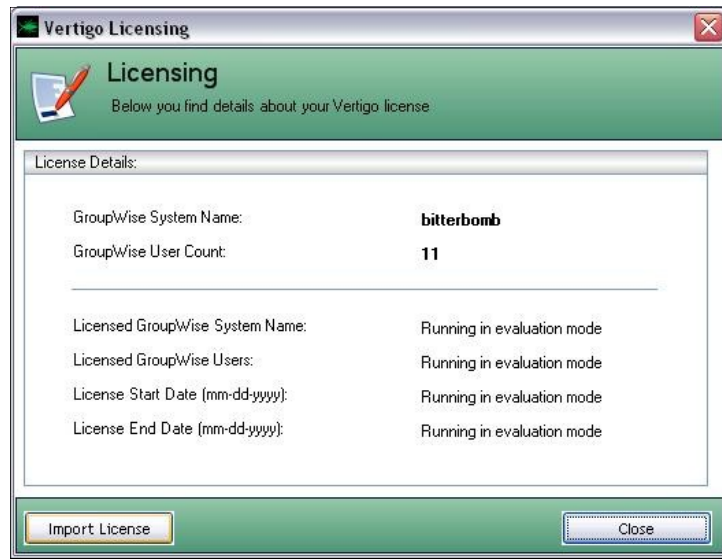
You can also move, edit, and create domains and entries from this configuration page by selecting those options.

We are finished with the configuration changes we needed to complete.

# Vertigo License

To install a license (.pem) file for Vertigo, first claim the license file from the website, licenses.gwava.com. Start Vertigo and **select Licensing** from the **Help** menu. This will check for a license, and report on the current user status of a system.

Click **Import License** and browse to the license location and select **Open**. This will install the Vertigo license for unlimited use.



# Vertigo Logs

The logs for Vertigo are stored locally in different directories depending on the version of Windows it is installed on. For Windows XP, 2000, and Server 2003, the logfiles are located at:

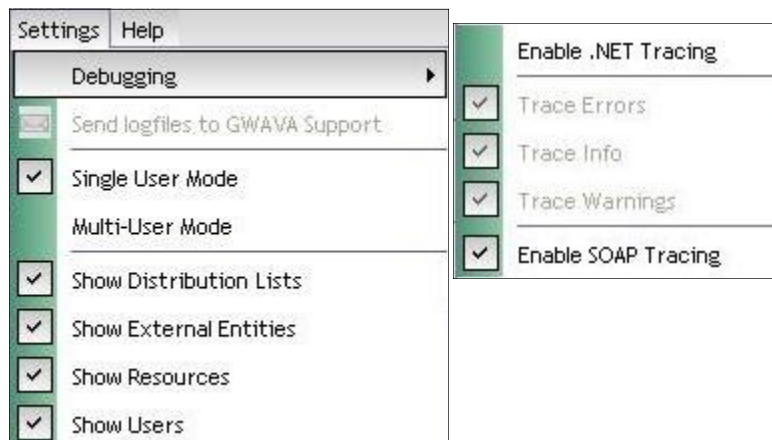
C:\Documents and Settings\All Users\Application Data\GWAVA Vertigo\Tracelogs

For Windows Vista, Windows 7, and Server 2008, the log files are located at:

C:\ProgramData\GWAVA\Vertigo\Tracelogs

The Log files provide valuable support information regarding all operations and debugging. The support staff may request these logs for support purposes. The log settings are located under **Debugging**, in the **Settings** menu.

Vertigo enables logging by default on installation.

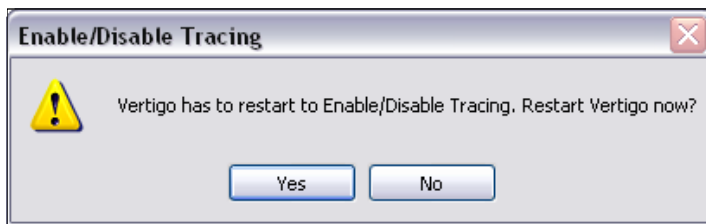
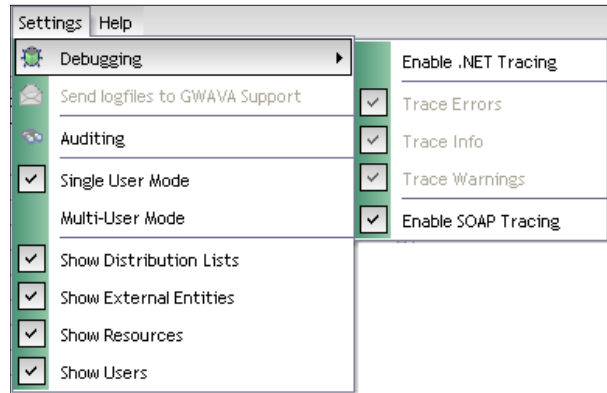


# Send log files to support

It may be necessary to send your logs to support for debugging info and for system information.

To send your logs to Vertigo Support, you must first have **.NET tracing** enabled in the logging settings.

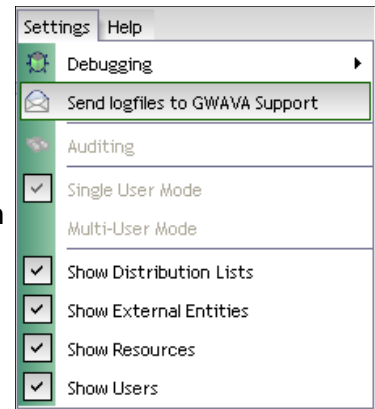
Under the **Settings** menu, select the debugging option and enable **.NET Tracing** in the joining menu.



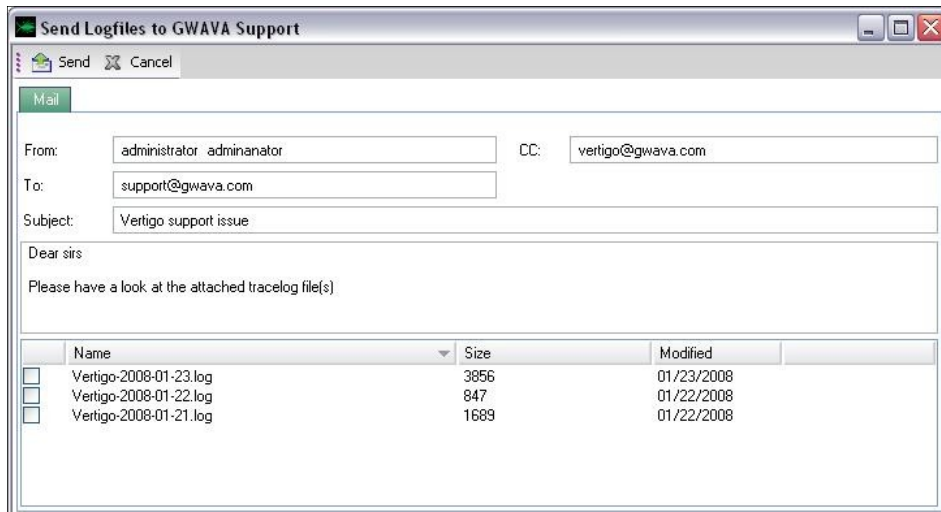
Vertigo requires a restart to start the **.NET trace log**. It will do this automatically for you when you click **yes**.

To Send your log files to support, open the **Settings** menu and select **Send Log Files to Support**. You can select this option even if you have not yet connected to the GroupWise system.

Vertigo will open a mail composition window to send the log files to support. By default, the minimum addresses are automatically filled-out for you. If you desire more address added to the recipient list, you may specify them.



You must select log files in the attachment field in order to send them.

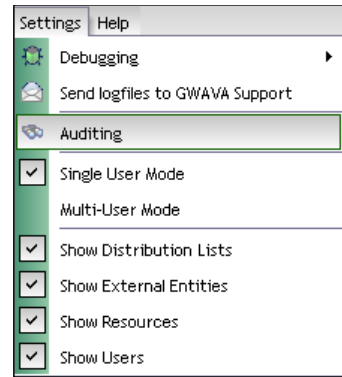


Fill out the requisite information, such as contact information, a description of your problem, and, ensuring that your have checked logs to send, click **Send**.

# Auditing Support and Options

Vertigo supports two types of Auditing support, through Redline or simple text file auditing. To Enable auditing, open the **Settings** menu and select **Auditing**.

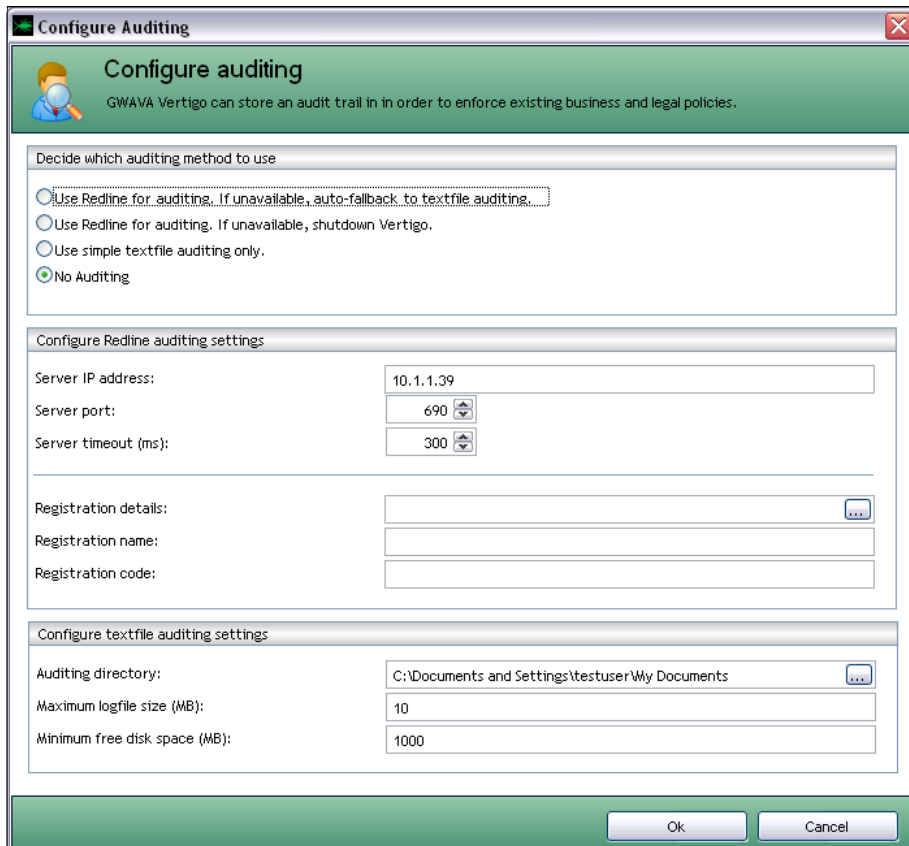
The simple text file auditing support places a text file where you configured the system to save the file, the **Auditing directory**. This file will contain information on all activities in Vertigo; con-



figuration, viewing, editing, and which user(s) were effected.

The audit log file will look similar to this one, and formatted the same way, with the format key at the top. (date, time, account full name, account ID, action, etc...) As you can see, in this log, Admin accessed the categories tab on two users, (Sorenson and Brance), with one user accessed three times.

For Redline Auditing, a connection and license information for the Redline server is required. No agent is required for this setup. Select the Redline auditing choice that works best for



your system, and fill in the appropriate information. The default for the port is 6900, and timeout 300ms. The registration Details is asking for the redline license file (which allows you to browse), the name and code are settings found in the Redline Control Center, under configuration.

When you have finished configuration for your choice, click **OK** to complete. Vertigo does not require a restart for Auditing to become active.

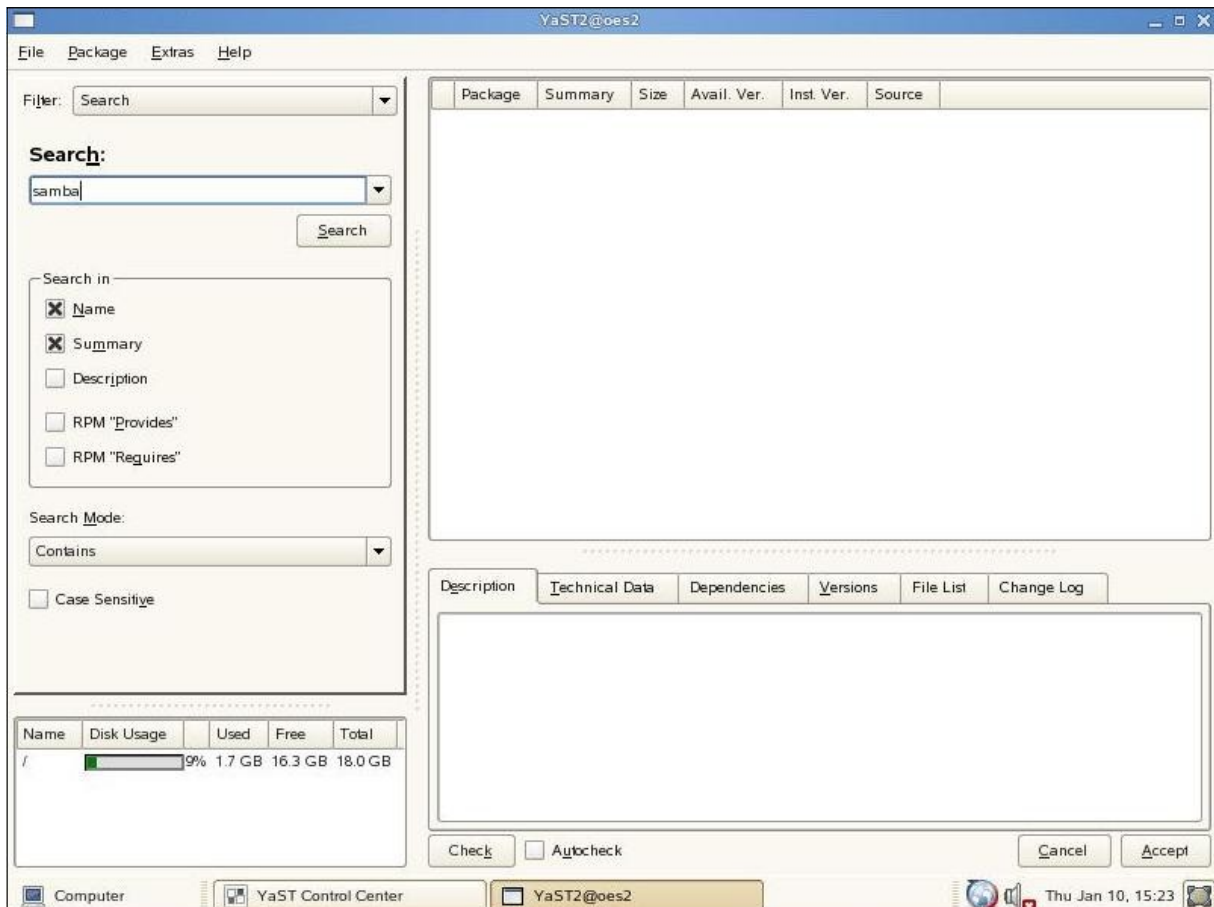


# Samba Installation (OES, OES2)

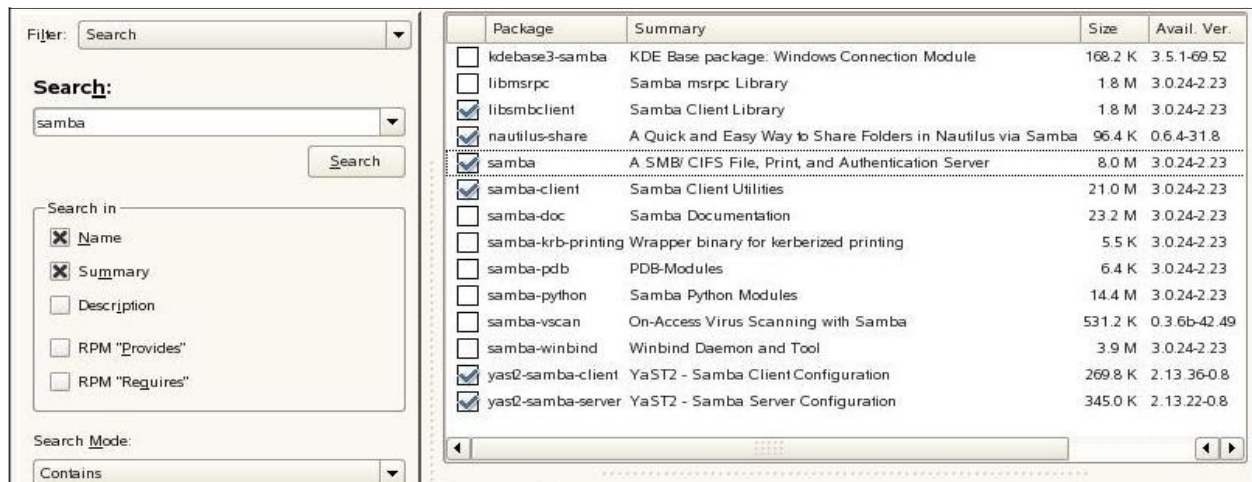
We must first verify that the Samba server package is installed and ready to use.

Launch YaST from the Programs menu in your preferred GUI. (Gnome is shown)

Select the Software category in YaST, and then launch the Software Management tool (OES2) or the Add and Remove Programs (OES). (Depending on how you are logged-in, you may be required to enter the root password in order to start YaST.) Change the Filter option to Search, and search for Samba.



Your Samba search should come up with a list similar to this:



Make sure you have selected the main Samba package, called Samba, as well as the yast2 packages. (yast2-samba-server, yast2-samba-client) Without the yast-samba-server package, you cannot configure samba through Yast. If you desire to configure Samba on your own, this package is not needed.

The other packages can be installed or ignored according to your desired setup.

Click accept at the bottom of the install page. You may need to agree to any dependencies that were automatically added. If you have any broken dependencies or conflicts, resolve them according to your system setup.

It is highly recommended that you download/ install the approved and released version for your distribution of linux. If you are not running SLES 9, 10, 10.1, OES, or OES2, then search for the appropriate site for documentation and downloads for the source files of Samba.

If you desire to download and manually install Samba for your server, please visit <http://samba.org> to find specific instructions and download locations for your distribution.

Some good sites for full documentation and instruction

In general:

<http://www.mtusradm.mtu.edu/samba/>

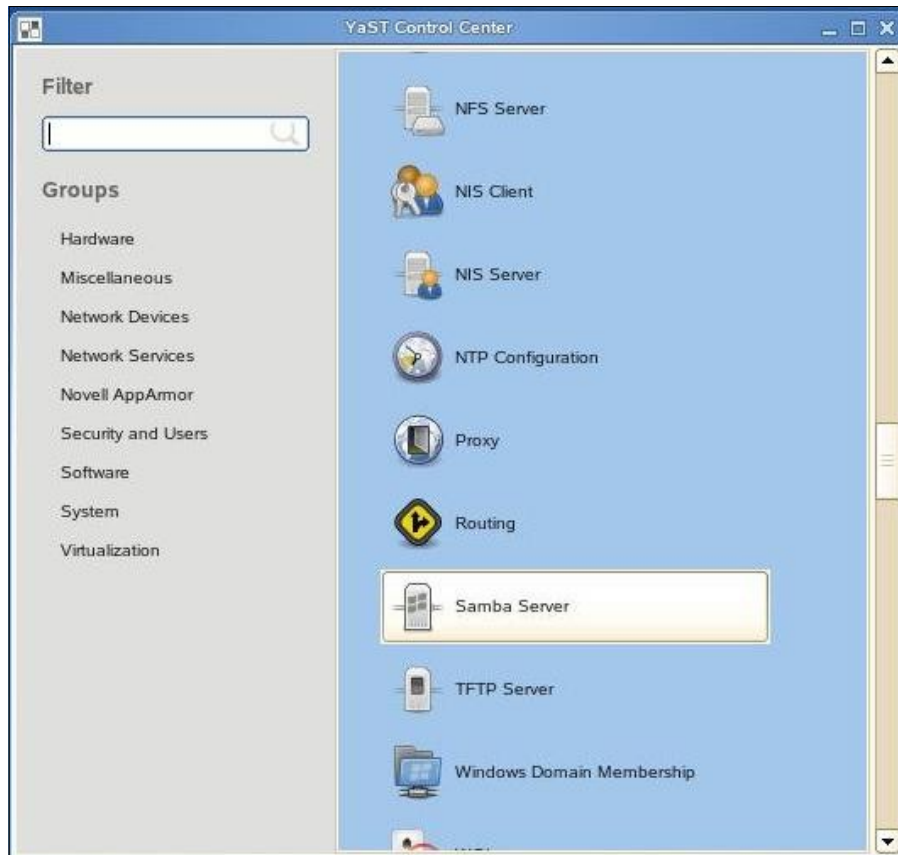
For Novell Products:

OES – [http://www.novell.com/documentation/oes/samba\\_admin/index.html?page=/documentation/oes/samba\\_admin/data/samba-users.html](http://www.novell.com/documentation/oes/samba_admin/index.html?page=/documentation/oes/samba_admin/data/samba-users.html)

OES2 – [http://www.novell.com/documentation/oes2/file\\_samba\\_cifs\\_lx/index.html?page=/documentation/oes2/file\\_samba\\_cifs\\_lx/data/bway05g.html](http://www.novell.com/documentation/oes2/file_samba_cifs_lx/index.html?page=/documentation/oes2/file_samba_cifs_lx/data/bway05g.html)

# OES 2 Samba Configuration

From the GUI of your choice, select and open YaST from the applications list.

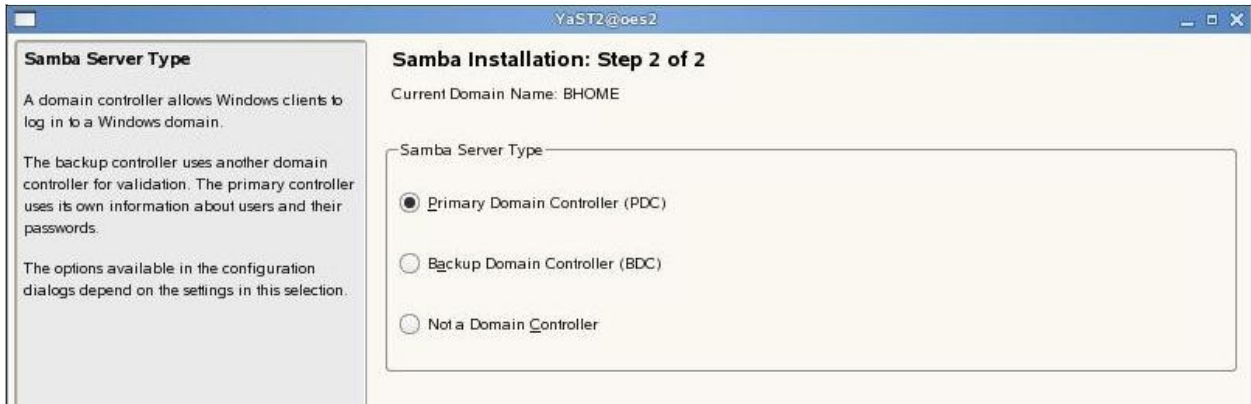


From the YaST Control Center, Select the Network Services category then find and select the Samba Server object.

After the Samba Server Configuration starts, you will be asked for some basic information on your network setup. The first step is to either join an existing windows workgroup or create a new workgroup for your Samba share to broadcast in.



For our purposes, and to keep this share somewhat anonymous, create a new workgroup, named anything you like.



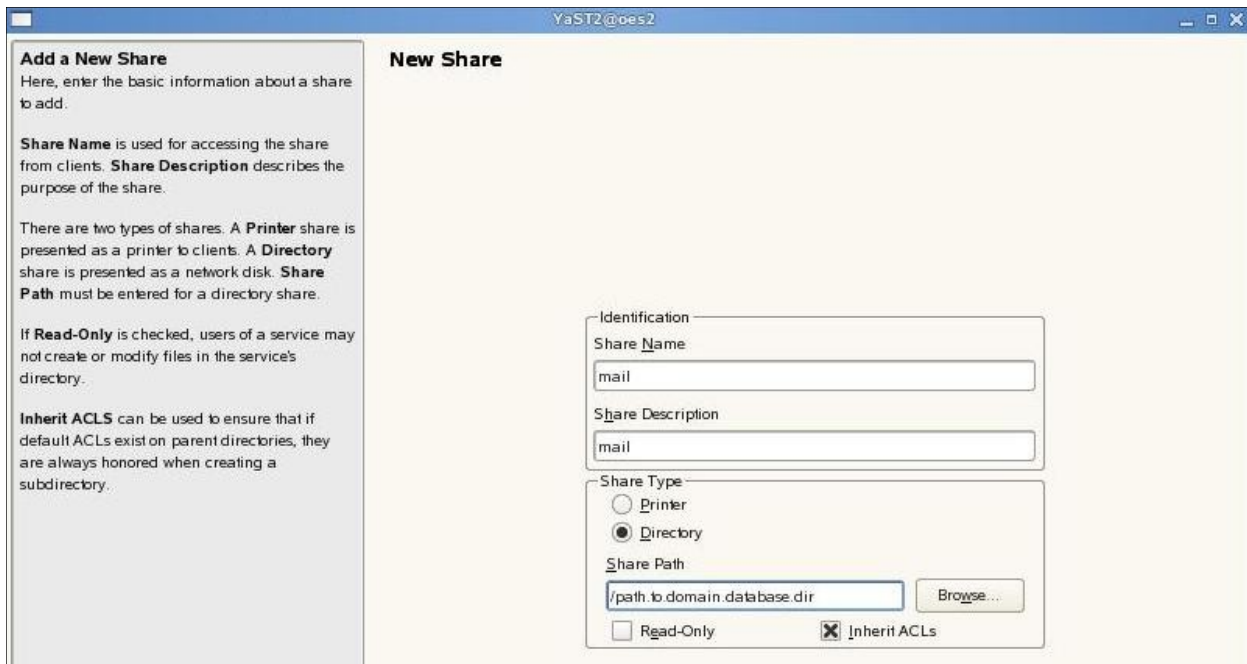
The Samba Server needs to know if it is going to be the Domain Controller for the Workgroup or not. Since we created our own workgroup, select Primary Domain Controller. Set the Startup to During Boot so that the share will be available when the server is up.



Switch to the Shares tab in the configuration window.



We are not currently sharing the necessary folder to access the domain database. Select Add.

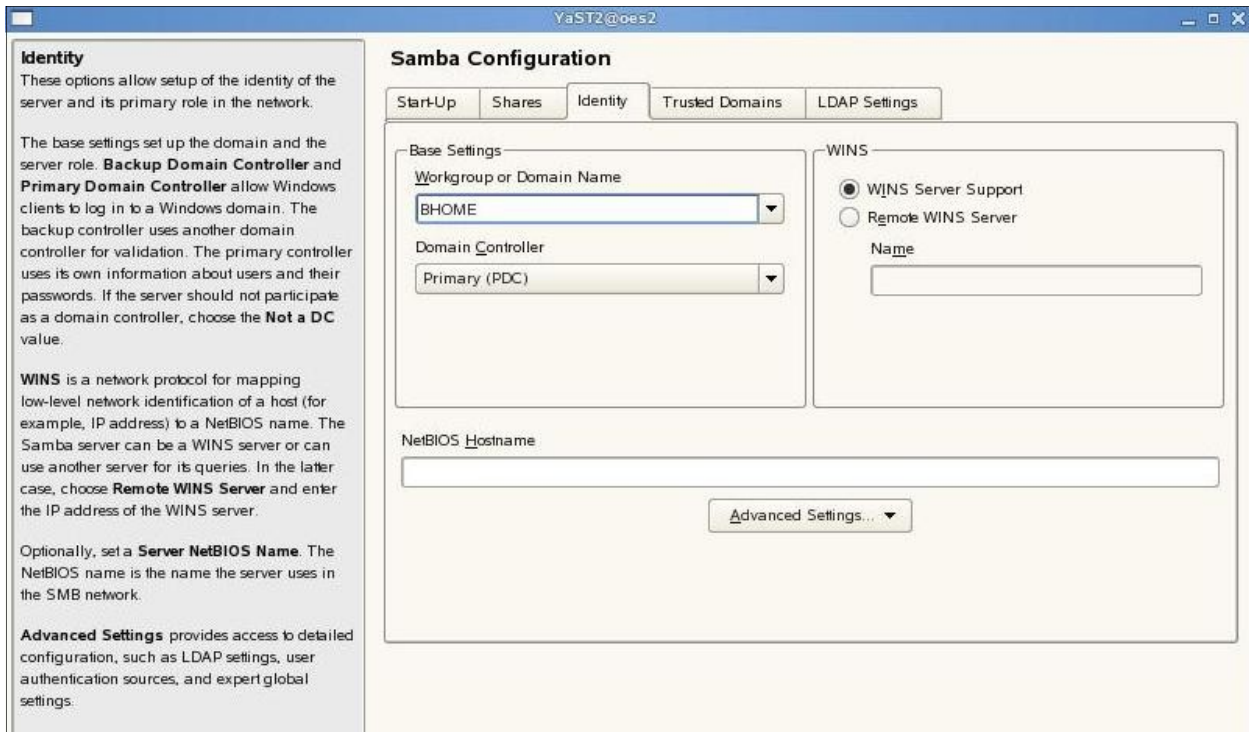


The Share Name is what will show as the name of the folder in your Windows browser  
 The share description is what will show in the properties, or mouse-over in a Windows browser

Make sure you have Directory selected in the Share type, and select Inherit ACL's. Vertigo will need the rights to edit the database, make sure that Read-Only is not selected. Enter the absolute path, or browse to your domain directory in the Share Path dialog box.



## Select Identity



Since we created our own workgroup, we need to enable WINS Server Support.

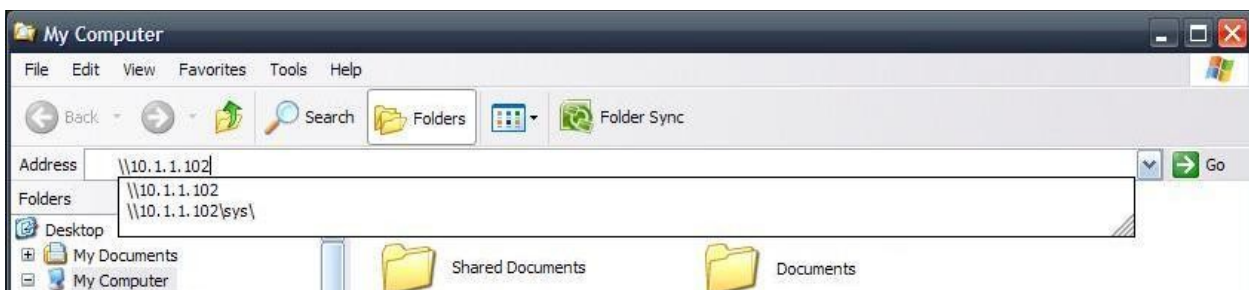
Select Finish from the bottom right.

You should be asked to specify a Samba root Password.

Enter the root password, verify, and click OK

Allow YaST to finish creating the share and start the Samba Service. This should be done automatically.

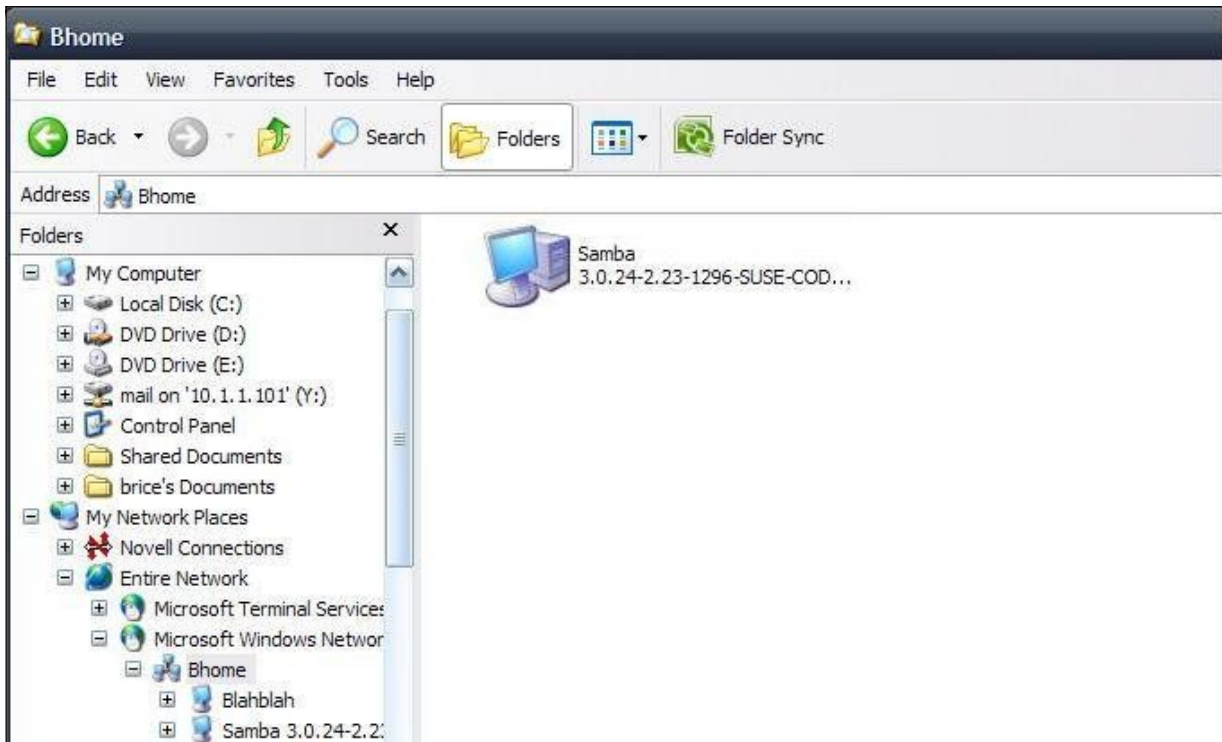
Return to your Windows workstation and open an explorer browser.



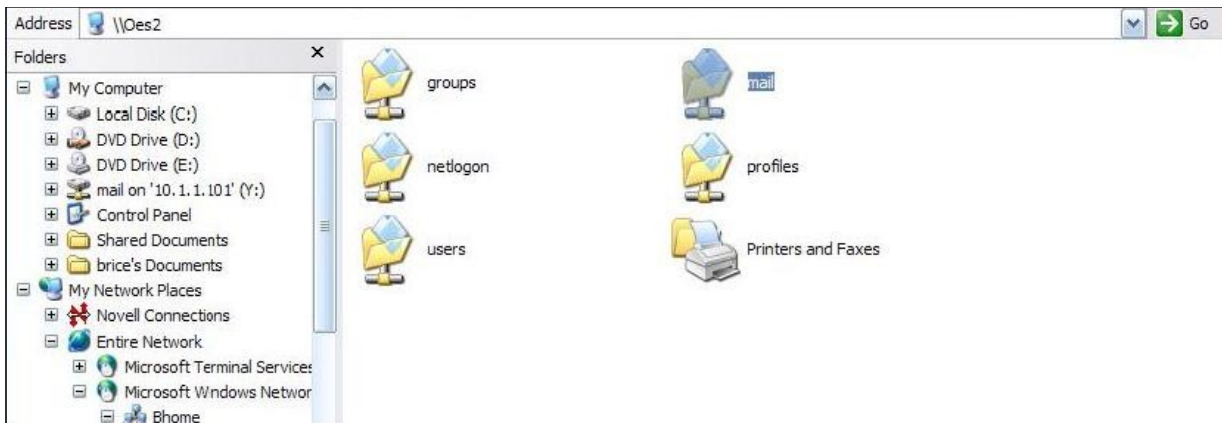
There are two ways to connect to your samba share. The first way, and usually the quickest way, is to enter the ip address of the server with the share in the format `\\<ip address>` or you can also use the hostname, `\\<hostname>`. (ie. `\\10.1.1.102` or `\\oes2`)



The second way to connect to the share is to browse to the server through the My Network Places tree.



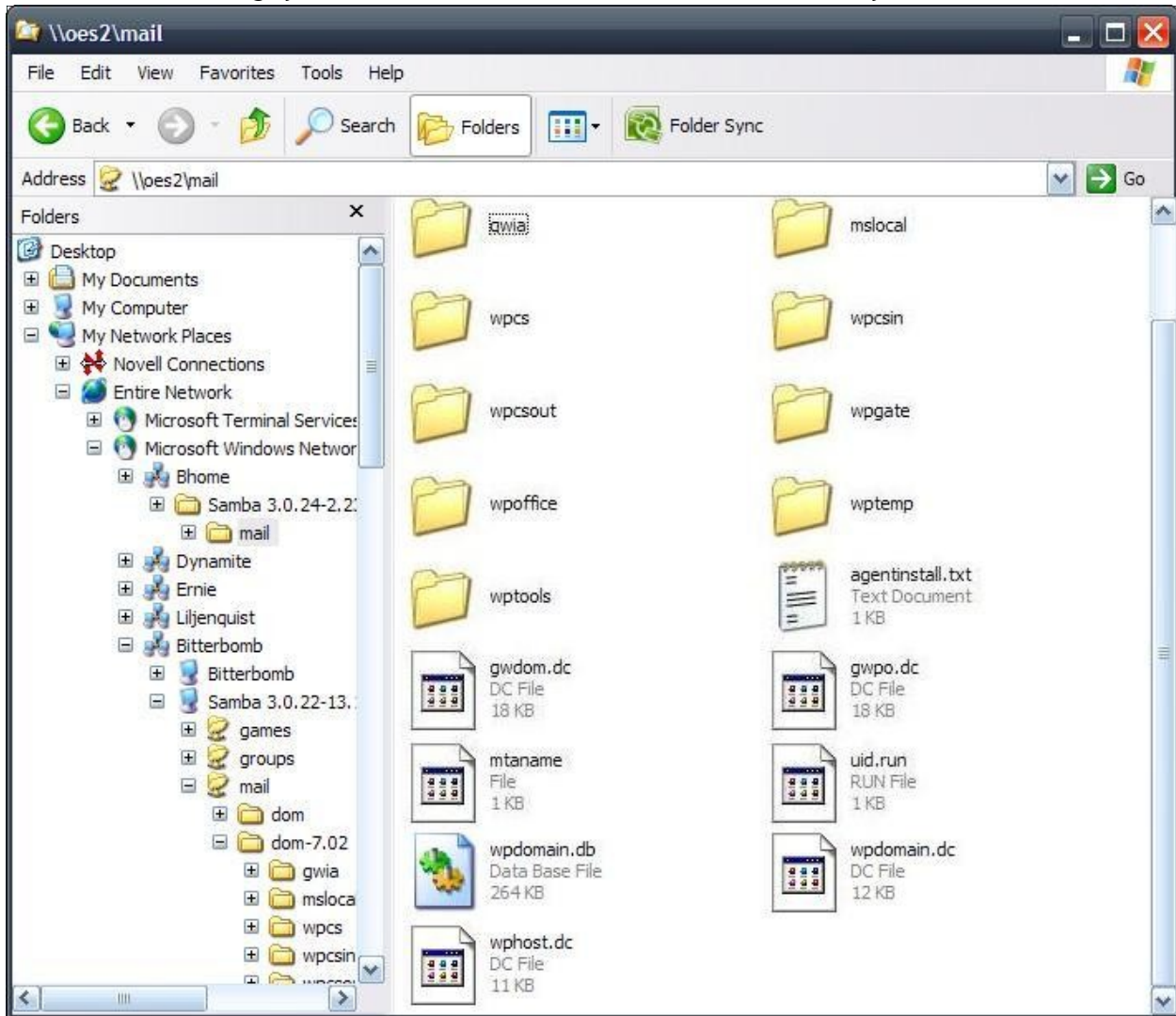
The share should show up like the pictured system above, under the workgroup you created. Open the computer and locate the desired share. In this case, we called the share 'mail'.



Double-click on the share containing your domain database. You should be required to authenticate to the Samba system. Enter the user 'root' and the samba password you entered earlier.

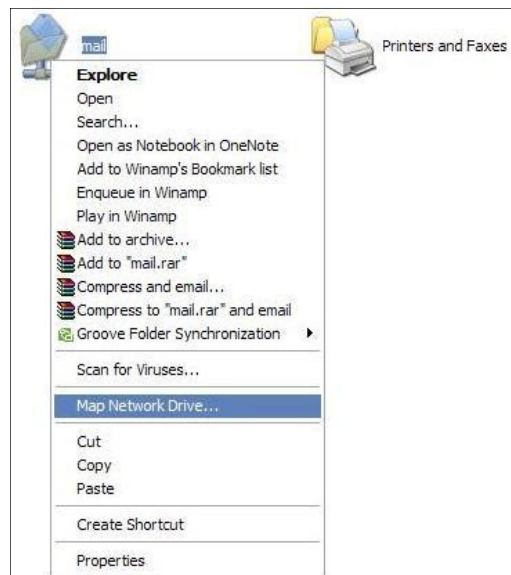


After authenticating, you should be able to view the domain directory and its contents.



Now you know that your system is working. Right-click on the shared directory, in this case, 'mail'.

Select the Map Network Drive Option.



Assign the desired drive letter to your mapped Samba share to the GroupWise domain database.

Select Finish to complete the setup of the mapped drive.



## Sample Configuration File for Samba

**WARNING:** This sample file has no security whatsoever, but simply enables sharing of the desired directory. This essentially opens your directory to anyone who can see your network.

This sample configuration file is to be adapted and placed into the samba folder in your Unix system, for Suse, this is located at /etc/samba/smb.conf, other distributions may have this located at /usr/samba/lib/smb.conf.

```
[global]
    workgroup = WORKGROUP          <name of your desired workgroup>
[domain]
    <name of your share – folder name in windows explorer>
    comment = this comment will show up in windows properties
    path = /mail/domain          <absolute path to domain database>
    read only = no
    guest ok = yes
```