



Information Technology Services

Support Phone: (201) 360-4310

Support Email : itshelp@hccc.edu

Website: <https://www.hccc.edu/administration/its/index.html>

Twitter: @HCCC_ITS

Mimecast Email Filtering

Mimecast Digest

The email is titled "You have new held messages." The Digest looks something like this:

Domain postMaster address <postmaster@hccc.edu> | Patricia Clay

You have new held messages

are problems with how this message is displayed, [click here to view it in a web browser.](#)

**** External Email: Please Use Caution with Attachments and Links from Unknown Senders ****

mimecast

You have new held messages

You can release all of your held messages and permit or block future emails from the senders, or manage messages individually.

[Release all](#) [Permit all](#) [Block all](#)

You can also manage held messages in your [Personal Portal](#).

Spam Policy
info@mail.aibusiness.com
AI Summit London Special + major survey shows we are ready to embrace AI for public safety
2021-10-04 12:26
[Release](#) [Permit](#) [Block](#)

You can visit your Personal Portal at any time to release, permit, or block emails from specific senders. From the Digest, clicking the links performs particular functions.

- **Release** - Removes the message from the Hold Queue and delivers it to your Inbox



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- **Permit** - Releases the email and future messages from this sender bypass all spam checks and are delivered to your Inbox
- **Block** - Removes the message from the Hold Queue and adds sender's email address to your personal block list

More detail is available in this Mimecast article: <https://community.mimecast.com/s/article/The-Digest-Email-373703617>

Mimecast in Outlook

You will see Mimecast in Outlook on your HCCC computer.

<https://community.mimecast.com/s/article/Authenticating-Mimecast-for-Outlook-835130232?r=66&ui-knowledge-components-aura-actions.KnowledgeArticleVersionCreateDraftFromOnlineAction.createDraftFromOnlineArticle=1>

Mimecast Personal Portal

You can also access the Personal Portal through <https://login.mimecast.com> with your HCCC credentials.

<https://community.mimecast.com/s/article/Mimecast-Personal-Portal-Logging-In-1982042019?r=329&ui-knowledge-components-aura-actions.KnowledgeArticleVersionCreateDraftFromOnlineAction.createDraftFromOnlineArticle=1>