



Eventus Pte. Ltd.

Hong Kong | Singapore | Taiwan

Enki Admin Portal

Setting Guide

Version: 20.10.1.0

Date: Oct 27, 2020

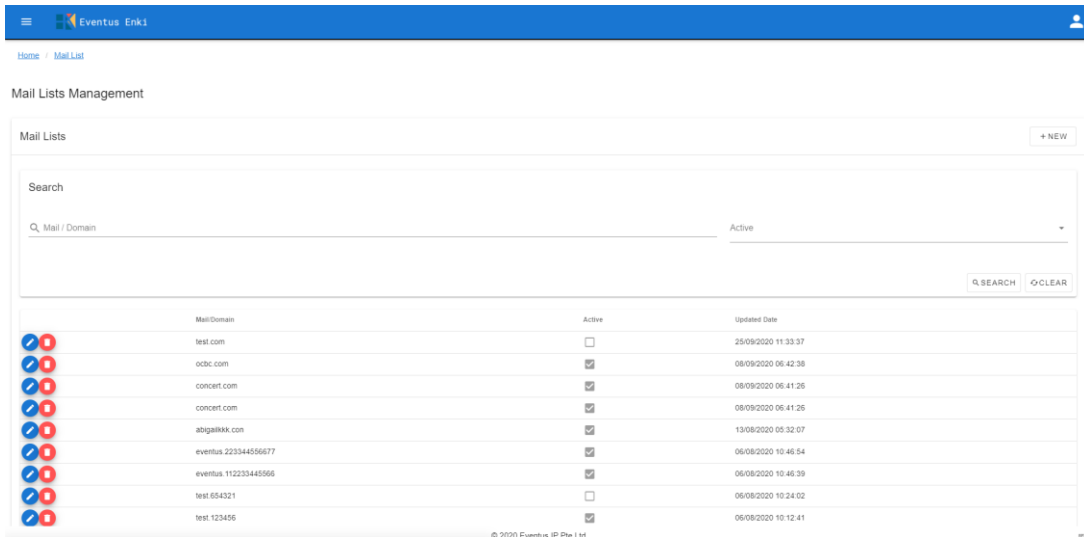
Contents

Mail/Domain Management	4
Rules Management	6
Reports Management	9
Global Setting.....	10
Account Setting.....	15

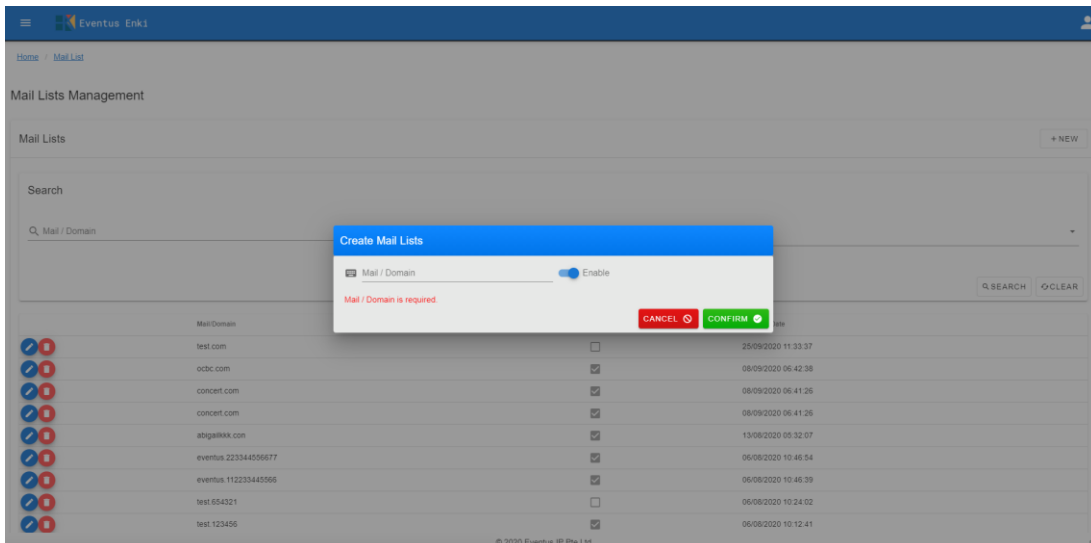
Mail/Domain Management

This function is for setting specific email and domain for outlook checking.


1. List Mail/Domain Lists
 - a. Go to the Mail/Domain Management
 - b. Fill "Mail/Domain" or choose "Active" status and click "Search" button to get the lists.

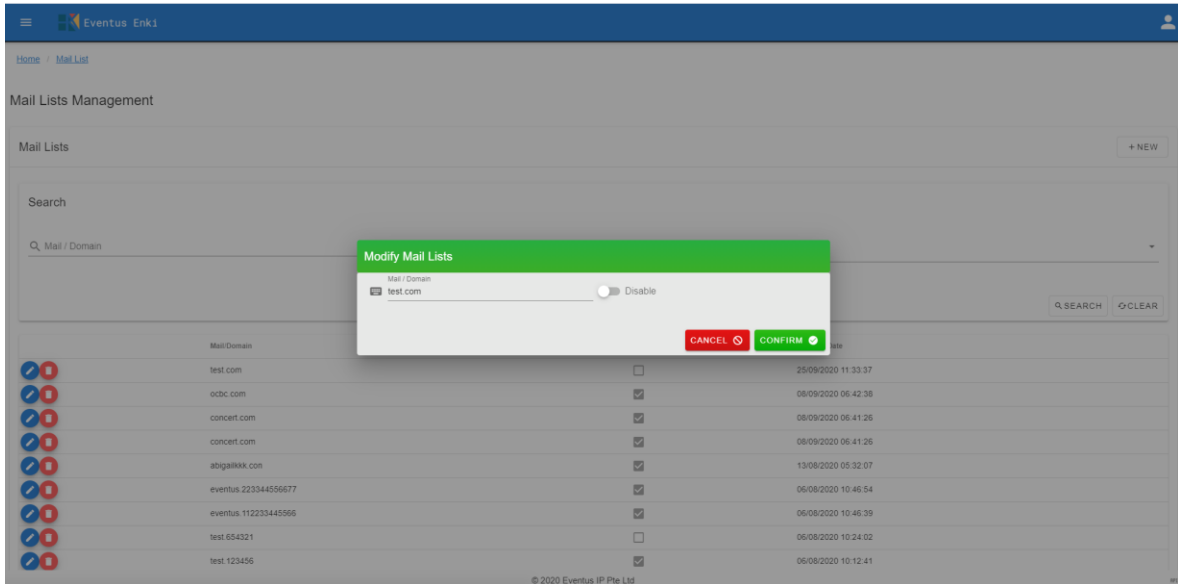


2. Create New Mail/Domain
 - a. Go to the Mail/Domain Management
 - b. Click "+NEW" to create a new Mail/Domain
 - c. Fill the "Mail/Domain" and switch "Enable" or "Disable"
 - d. Click "Confirm" to add record / Click "Cancel" to discard change and go back to list




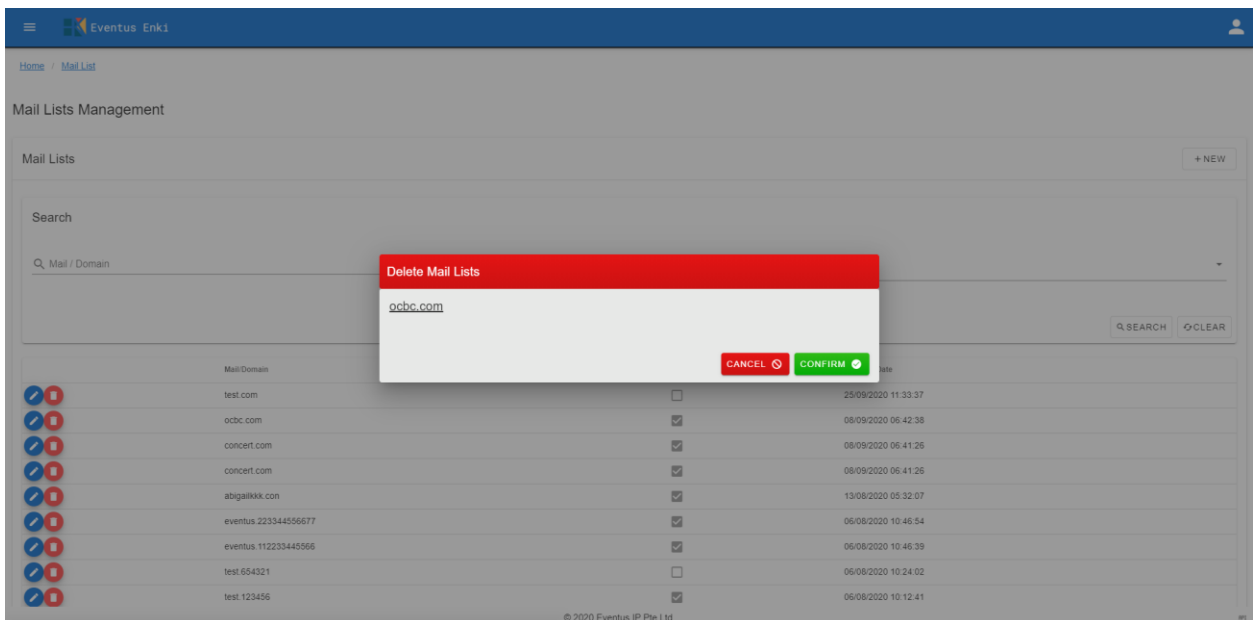
3. Modify Mail/Domain

- a. Go to the Mail/Domain Management
- b. Click  icon on the record you want to modify
- c. Change the "Mail/Domain" or switch "Enable" or "Disable"
- d. Click "Confirm" to modify / Click "Cancel" to discard change and go back to list



4. Delete Mail/Domain

- a. Go to the Mail/Domain Management
- b. Click  icon on the record you want to delete
- c. Click "Confirm" to delete / Click "Cancel" to discard change and go back to list



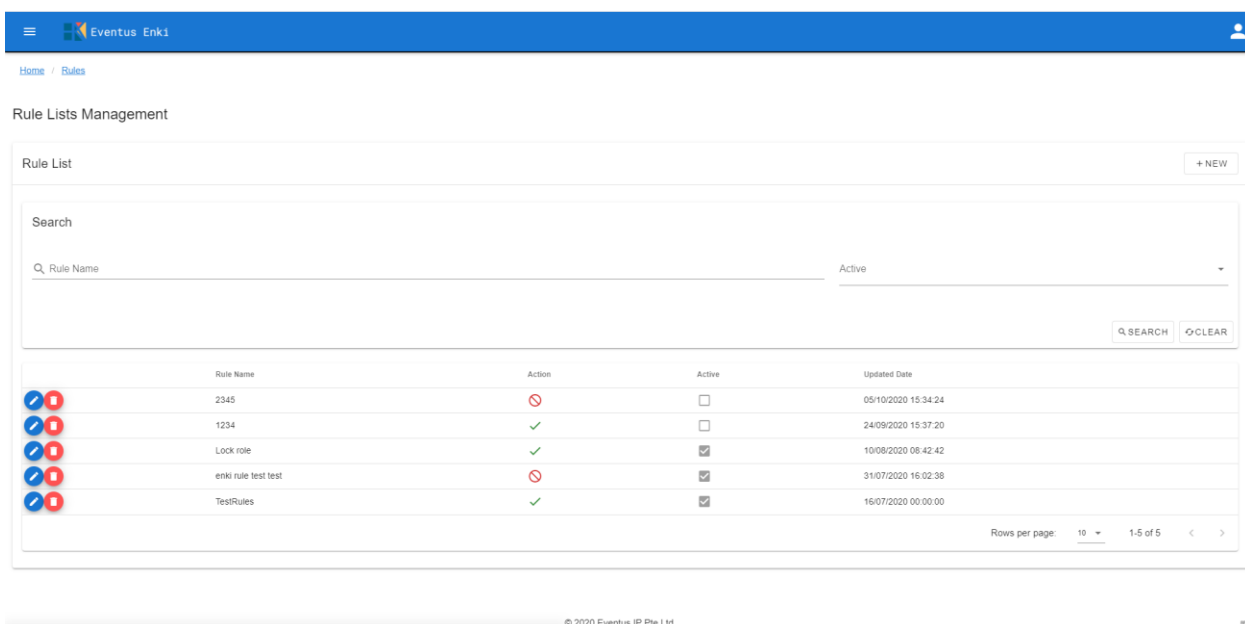
Rules Management

This function is for setting rule. You can select multiple domains or mails for Block or Pass.

The rules will check when Outlook mail receiver include the mails or domains.

If “Rule Actions” is “Allow”, Mail lists will show all active domains, if is “Block” will show active mail address.

1. List Rules
 - a. Go to the Rule Management
 - b. Fill “Rule Name” or choose “Active” status and click “Search” button to get the lists.



2. Create New Rule
 - a. Go to the Rule Management
 - b. Click “+NEW” to create a new rule
 - c. Fill the “Rule Name”, “Rule Description”, “Actions” and switch “Enable” or “Disable”
 - d. Choose Mail Lists.
 - e. Click “Save” to add record / Click “Cancel” to discard change and go back to list

Eventus Enki

Home / Rules / Rule Info

Role Info SAVE CANCEL

Rule Name
Rule Name
test Rule

Description
Description
this is for testing

Actions
 Allow Block


Enable

Mail Lists

oabc.com	<input type="checkbox"/>
Eventus a123456	<input checked="" type="checkbox"/>
eventus.112233445566	<input checked="" type="checkbox"/>
123.456	<input type="checkbox"/>

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3. Modify Rule

- a. Go to the Rule Management
- b. Click  icon on the record you want to modify
- c. Change the "Rule Name", "Rule Description", "Actions" and switch "Enable" or "Disable"
- d. Choose Mail Lists
- e. Click "Save" to modify record / Click "Cancel" to discard change and go back to list

Role Info SAVE CANCEL

Rule Name
Rule Name
enki rule test test

Description
Description
enki rule test

Actions
 Allow Block


Enable

Mail Lists

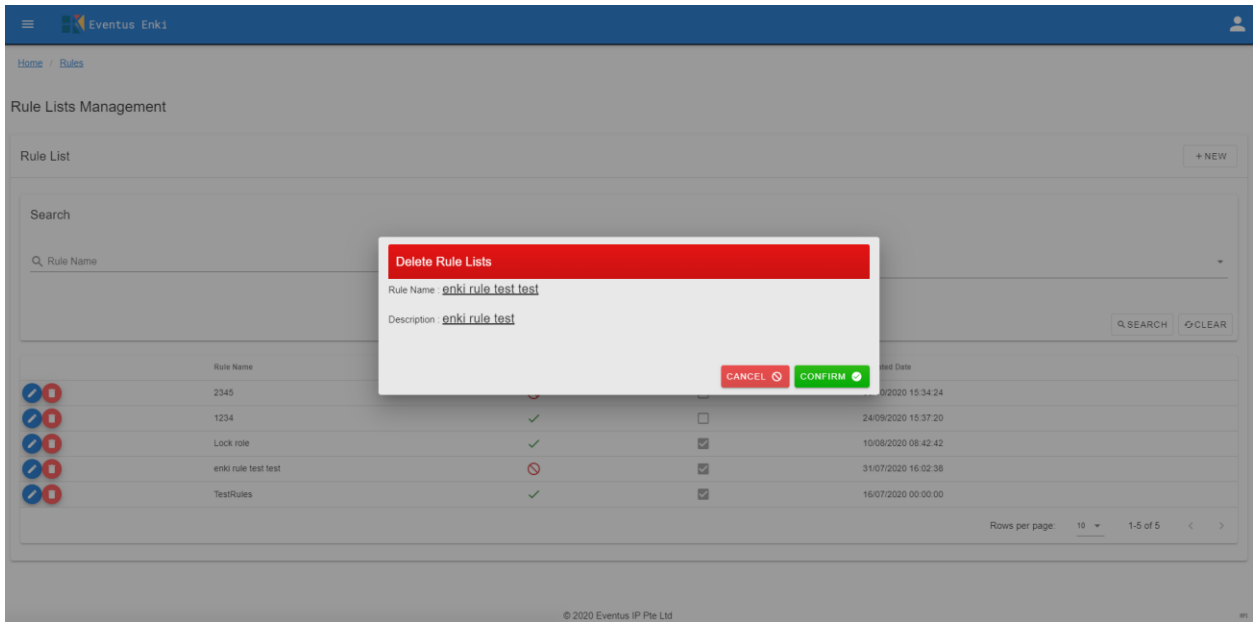
florachen@eventus.one	<input checked="" type="checkbox"/>
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4. Delete Mail/Domain

- a. Go to the Rule Management

b. Click  icon on the record you want to delete

c. Click "Confirm" to delete / Click "Cancel" to discard change and go back to list



The screenshot displays the 'Rule Lists Management' interface in the Eventus Enk1 system. A modal dialog titled 'Delete Rule Lists' is centered on the screen, showing the rule name 'enki rule test test' and its description 'enki rule test'. The dialog includes 'CANCEL' and 'CONFIRM' buttons. The background interface shows a table of rule lists with columns for Rule Name, Status, and Date. The table contains five rows of data, with the third row corresponding to the rule being deleted.

Rule Name	Status	Date
2345	✓	24/09/2020 15:34:24
1234	✓	10/08/2020 08:42:42
Lock role	✓	31/07/2020 16:02:38
enki rule test test	✗	16/07/2020 00:00:00
TestRules	✓	

Reports Management

This is for checking who and how many mails sent, include External List, Internal Lists and BlackLists.

1. List Reports

- a. Go to the Reports Management
- b. Select the sent date reange and click "Search" button to get the lists.

The screenshot shows the 'Reports Management' interface in Eventus Enki. At the top, there is a search bar with 'Sent From' set to '2020-09-27' and 'To' set to '2020-10-27'. Below the search bar, the sender is identified as 'florachen@eventus.one'. The main content is a table with columns for 'To', 'Sent Date', and 'Sent Successful'. The table lists 7 rows of sent emails, grouped by list type: External List (3), Internal List (3), and Black List (1). All entries show a 'Sent Successful' status with a green checkmark. The table is sorted by 'Sent Date' in descending order. At the bottom right, there is a pagination control showing 'Rows per page: 20' and '1-7 of 7'.

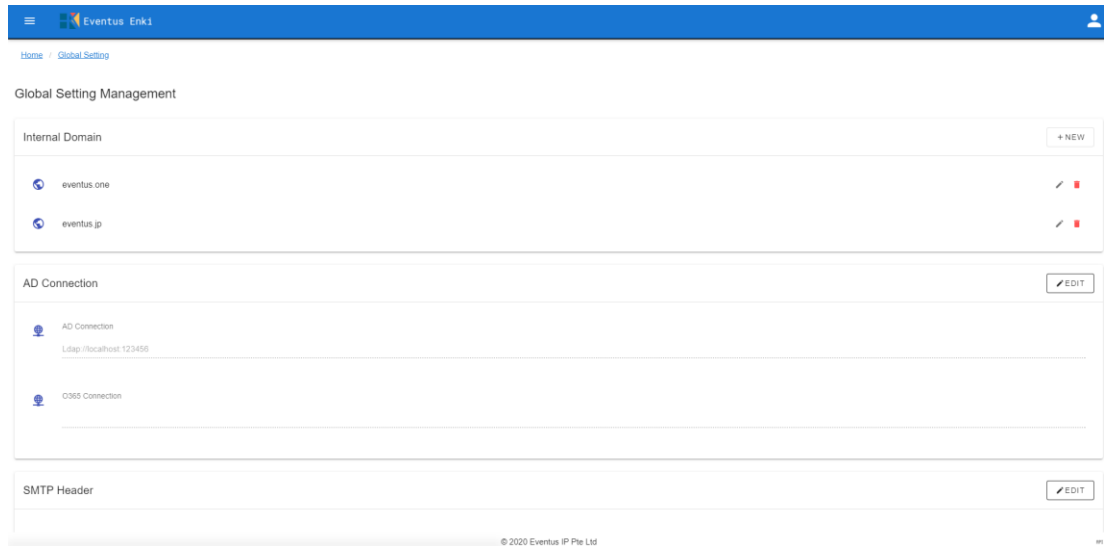
To	Sent Date	Sent Successful
- External List (3)		
florachen@eventus.one	19/10/2020 15:45:11	✓
florachen@eventus.one	19/10/2020 15:45:11	✓
idalee@eventus.one	19/10/2020 15:45:11	✓
- Internal List (3)		
florachen@gmail.com	19/10/2020 15:45:11	✓
florachen@gmail.com	19/10/2020 15:45:11	✓
florachen@gmail.com	18/10/2020 15:15:15	✓
- Black List (1)		
florachen@asd.com	18/10/2020 15:45:11	✓

Global Setting

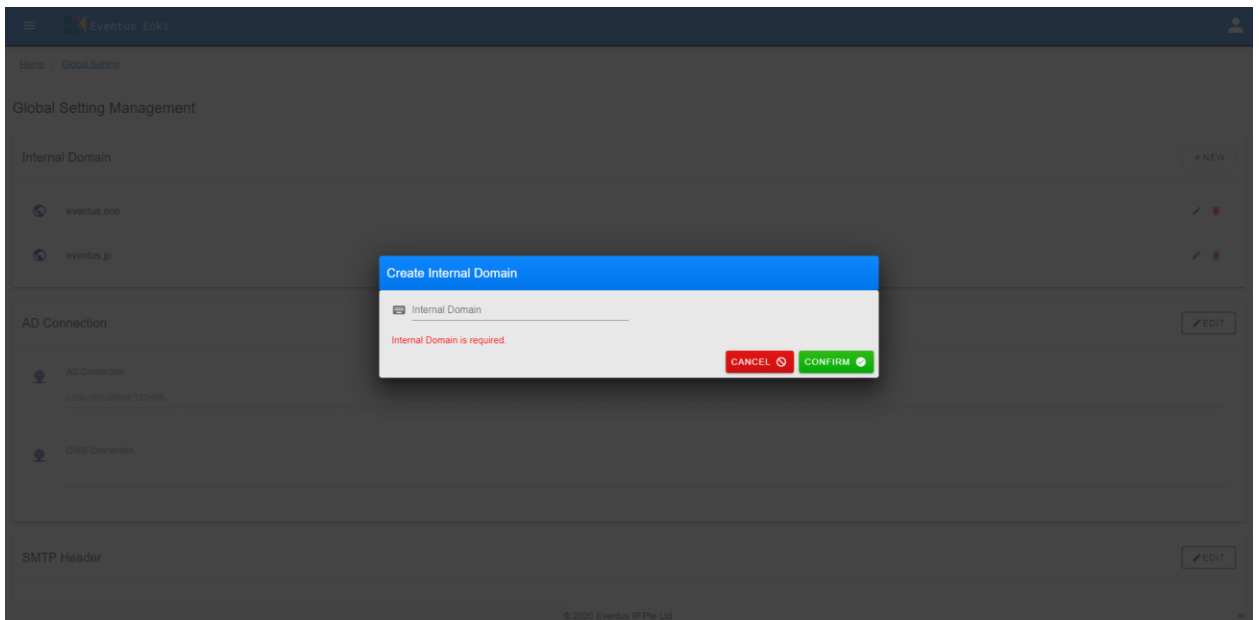
This is for setting “Internal Domain” 、” AD Connection” 、” SMTP Header” 、” Prompt Message” 、”Logo” and “Check Type”.

1. Create Internal Domain

- a. Go to the Global Setting and “Internal Domain” block



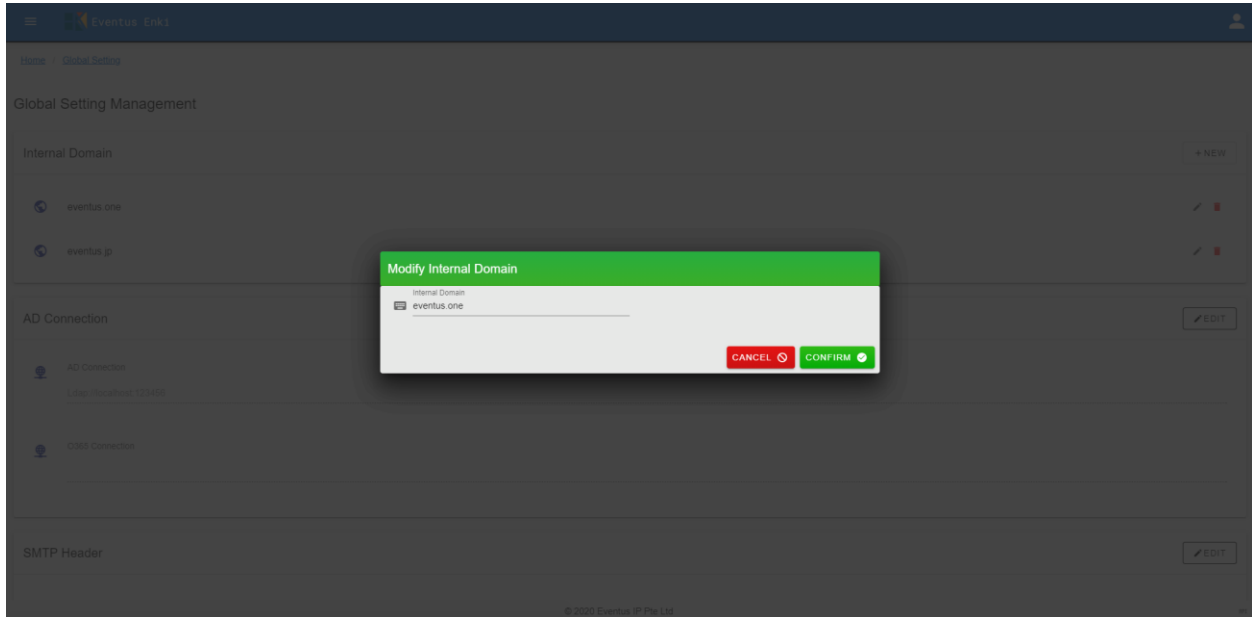
- b. Click “+NEW” to create a new Internal Domain
- c. Fill the “Internal Domain”
- d. Click “Confirm” to add record / Click “Cancel” to discard change and go back




2. Modify Internal Domain

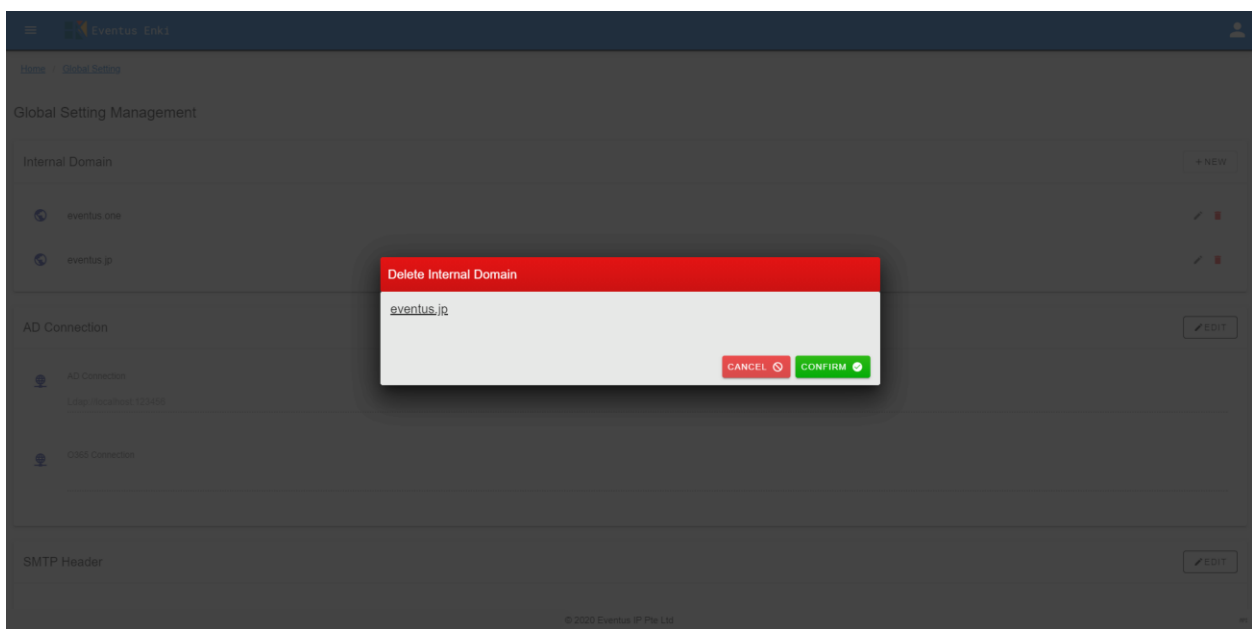
- a. Go to the Global Setting and “Internal Domain” block

- b. Click  to modify
- c. Change the “Internal Domain”
- d. Click “Confirm” to modify record / Click “Cancel” to discard change and go back



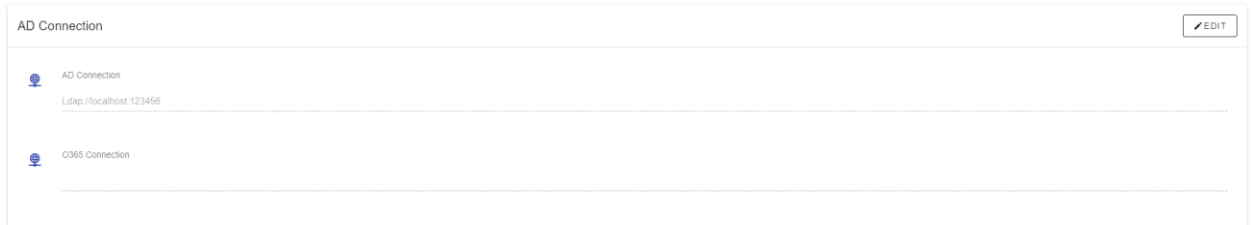
3. Delete Internal Domain


- a. Go to the Global Setting and “Internal Domain” block
- b. Click  to delete
- c. Click “Confirm” to modify record / Click “Cancel” to discard change and go back

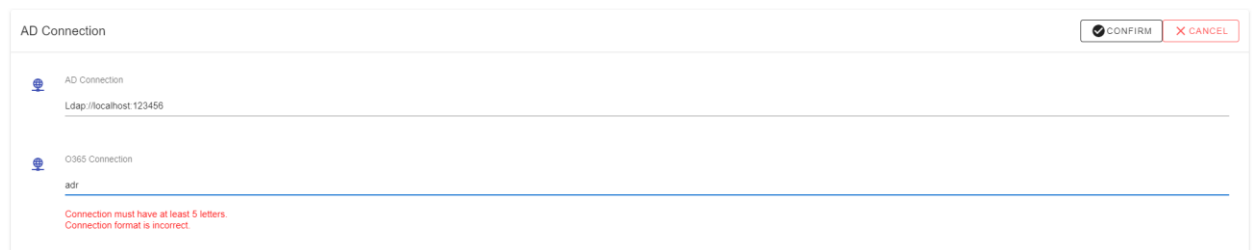


4. Setting AD Connection

- a. Go to the Global Setting and “AD Connection” block

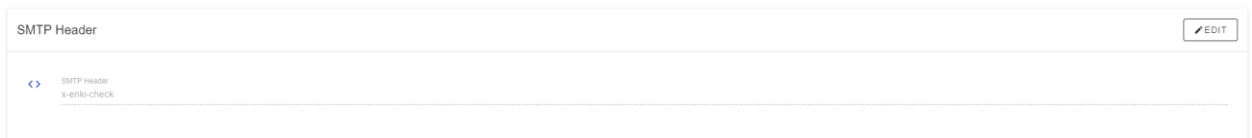



- b. Click  to setting
- c. Fill “AD Connection” or “O365 Connection”
- d. Click “Confirm” to modify record / Click “Cancel” to discard change and go bac

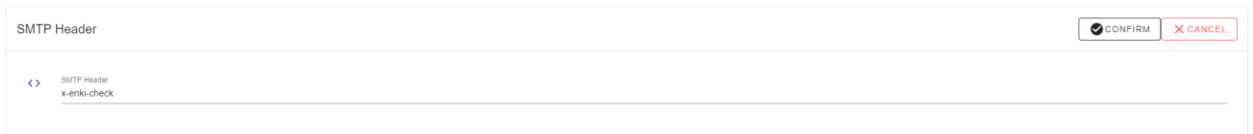


5. Setting SMTP Header

- a. Go to the Global Setting and “SMTP Header” block

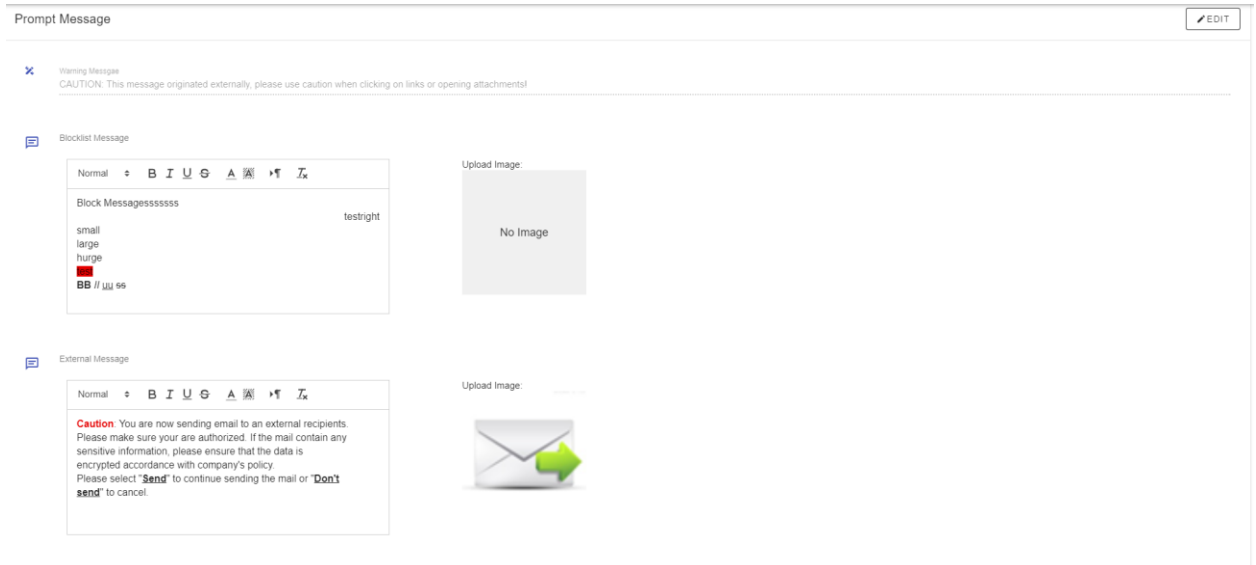



- b. Click  to setting
- c. Fill the “SMTP Header”. Only allow **characters, numbers and -**
- d. Click “Confirm” to modify record / Click “Cancel” to discard change and go back

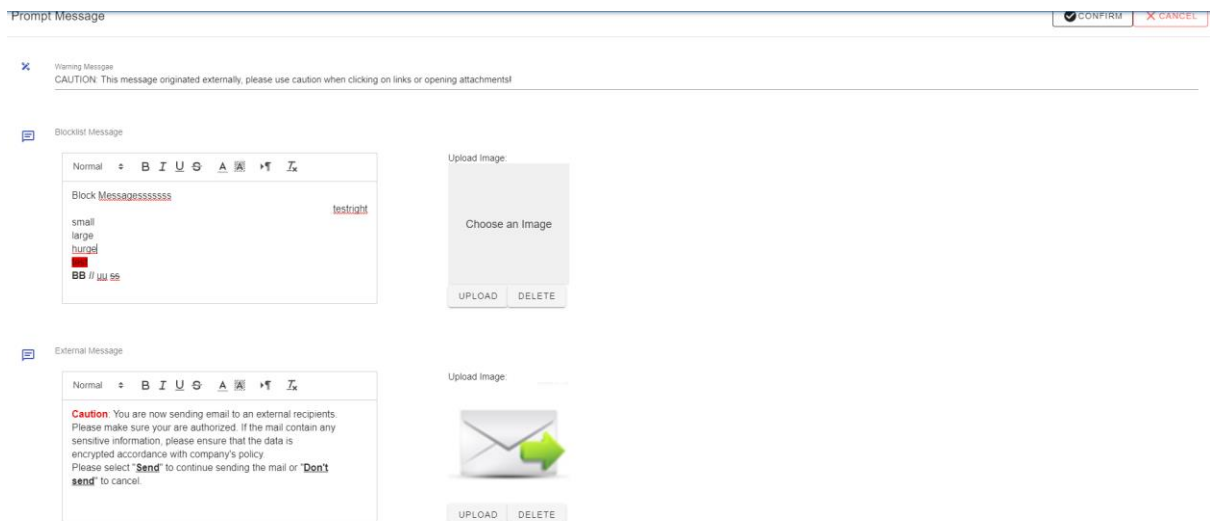


6. Setting Prompt Message

- a. Go to the Global Setting and “Prompt Message” block

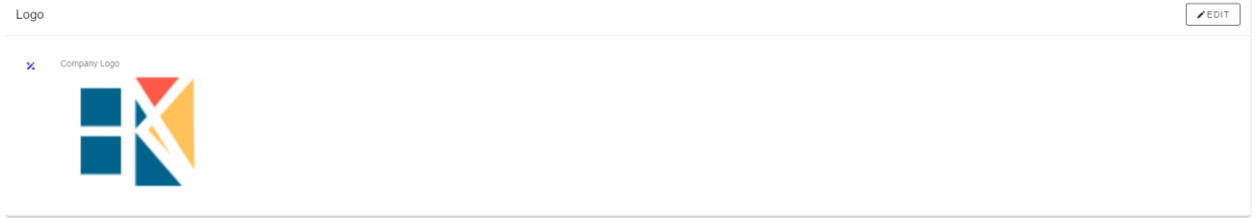



- b. Click  to setting
- c. Fill “Warning Message” 、 “External Message” 、 ” Blocklist Message” and upload/delete Images
- d. Click “Confirm” to modify record / Click “Cancel” to discard change and go back

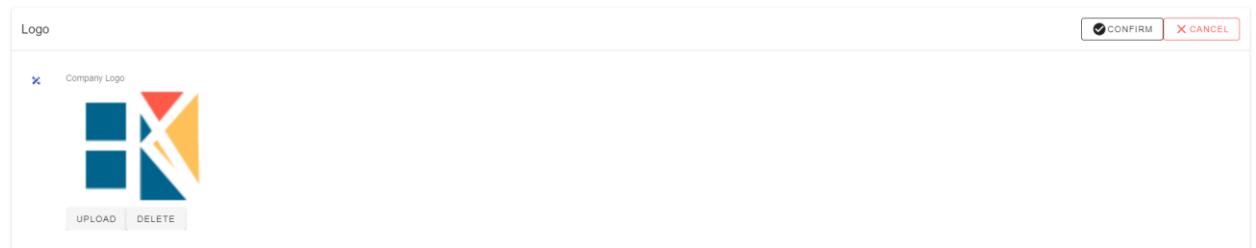


7. Setting Logo

- a. Go to the Global Setting and “Logo” block

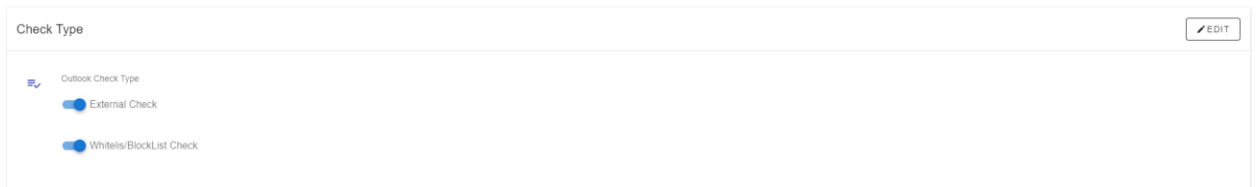



- b. Click  to setting
- c. Upload or delete image
- d. Click “Confirm” to modify record / Click “Cancel” to discard change and go back

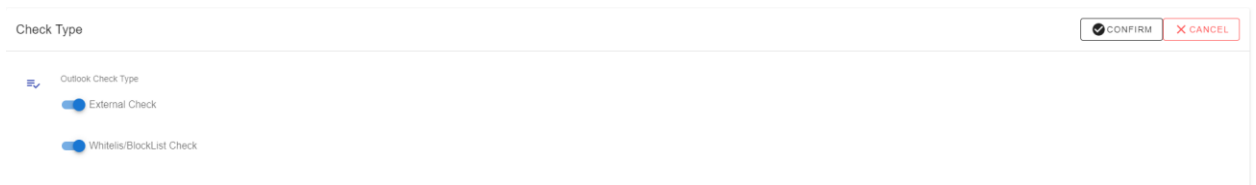


8. Setting Check Type

- a. Go to the Global Setting and “SMTP Header” block




- b. Click  to setting
- c. Switch “External Check” or “Whitelist/Blocklist Check”
- d. Click “Confirm” to modify record / Click “Cancel” to discard change and go back

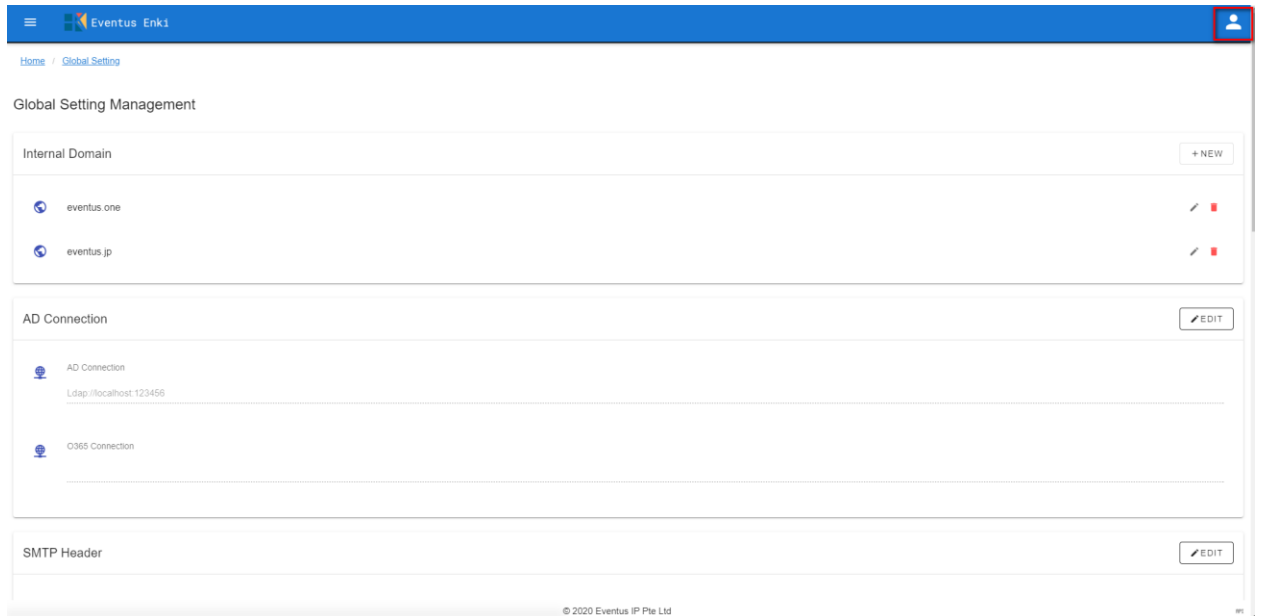


Account Setting

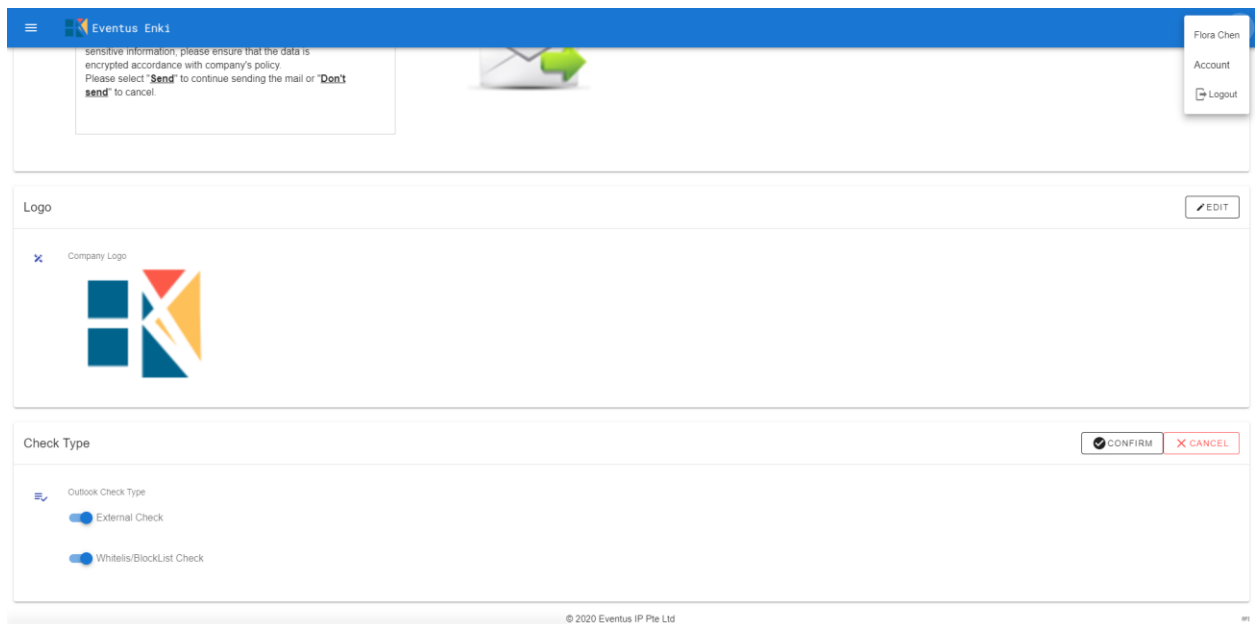
This is for setting Account information, include "Company Name" 、"License" and "Authentication Type"

1. Go to Account setting

- a. Click top right  icon



- b. Click "Account"



2. Setting Account Information

- a. Go to Account Setting
- b. Fill "Company Name" 、 "License" and "Authentication Type"

Eventus Enki

Home / Account

Account Info

SAVE CANCEL

Company Name
Company Name
Eventus

License
License
eyJhbGciOiJIUzI1NiIsInR5cCI6Ii9kaWYiLCJ0Ij01MjgwODUsImV4cCI6IjYyNjA2NDQ4NSwiaXNzIjo6IjZibR1cy5aWmNbnNliwiXVXkjo6IjZibR1cy5aWmNbnNliwiGjZV5zZURhdGE0U7XCJDdXN0b21k5hWVcjpckVZV50dXNlcmlByb2R1Y3Rclp7XCJjZmwiOiwNJE

Authentication Type

Windows Authentication

OAuth Authentication