

Project:

Task 1 – Create 3 Mail-Enabled Users

Tool Used: Exchange Management Shell (PowerShell)

```
$pw = ConvertTo-SecureString 'Pa$$w0rd' -AsPlainText -Force
```

```
New-Mailbox -Name "Ayobami Odulaja" -FirstName Ayobami -LastName Odulaja -Alias aodulaja  
-UserPrincipalName aodulaja@adatum.com -Password $pw -  
ResetPasswordOnNextLogon:$false
```

```
New-Mailbox -Name "Makanaki Odulaja" -FirstName Makanaki -LastName Odulaja -Alias  
modulaja -UserPrincipalName modulaja@adatum.com -Password $pw -  
ResetPasswordOnNextLogon:$false
```

```
New-Mailbox -Name "Jackie Chan" -FirstName Jackie -LastName Chan -Alias jchan -  
UserPrincipalName jchan@adatum.com -Password $pw -ResetPasswordOnNextLogon:$false
```

✓ Verified all 3 mailboxes using Get-Mailbox.

Task 2 – Create 2 Mailbox Databases

Tool Used: PowerShell

```
New-MailboxDatabase -Name "MDB1" -Server "LON-EX1" -EdbFilePath  
"C:\ExchangeDB\MDB1\MDB1.edb" -LogFolderPath "C:\ExchangeDB\MDB1\Logs"
```

```
New-MailboxDatabase -Name "MDB2" -Server "LON-EX1" -EdbFilePath  
"C:\ExchangeDB\MDB2\MDB2.edb" -LogFolderPath "C:\ExchangeDB\MDB2\Logs"
```

```
Mount-Database MDB1
```

```
Mount-Database MDB2
```

```
Get-MailboxDatabase -Status | ft Name,Mounted,EdbFilePath,LogFolderPath
```

✓ Verified databases in PowerShell and **C:\ExchangeDB** using File Explorer.

Task 3 – Move a User Mailbox Between Databases

Action: Moved *Makanaki Odulaja* from **MDB1** to **MDB2**

New-MoveRequest -Identity "Makanaki Odulaja" -TargetDatabase "MDB2"

Get-MoveRequest | Get-MoveRequestStatistics

- ✓ Confirmed **Status = Completed**
 - ✓ Verified new database location using Get-Mailbox "Makanaki Odulaja".
-

Task 4 – Create a Shared Mailbox (EAC GUI)

Tool Used: Exchange Admin Center

Steps:

1. Navigate to **Recipients → Shared → + (Add)**.
2. Create **Support Shared Mailbox** (supportshared@adatum.com).
3. Under **Mailbox Delegation**, assign:
 - **Full Access:** Ayobami Odulaja, Makanaki Odulaja
 - **Send As:** Ayobami Odulaja, Makanaki Odulaja

- ✓ Verified in EAC delegation window.
-

Task 5 – Send Mail from the Shared Mailbox (OWA)

Tool Used: Outlook Web App (OWA)

Steps:

1. Log in as Ayobami Odulaja → open **Support Shared Mailbox**.
2. Enable the **From** field → select "Support Shared Mailbox."
3. Send an email to **Jackie Chan** and **Administrator**.
4. Recipients received the message showing **From: Support Mailbox**.

- ✓ Screenshot #8 – Inbox showing email **originated from the shared mailbox**.
-

Task 6 – Create a Distribution Group (EAC GUI)

Tool Used: EAC

Steps:

1. Go to **Recipients → Groups → + (Add) → select Distribution group.**
2. Create **OdulajaTeam.**
3. Set **Managed by:** Ayobami Odulaja.
4. Add members: Ayobami, Makanaki, Jackie.
5. Configure join/leave restrictions to “Closed.”

- ✓ Verified members and owner in EAC.
 - ✓ Sent test email to OdulajaTeam@adatum.com.
 - ✓ Confirmed at least one member (e.g., Makanaki) received it.
-

Task 7 – Configure Send on Behalf Permission (EAC GUI)

Tool Used: EAC

Steps:

1. Navigate to **Recipients → Mailboxes → Ayobami Odulaja → Edit → Mailbox Delegation.**
2. Under **Send on behalf**, add **Makanaki Odulaja.**
3. Save changes.

Verification:

- Log in as Makanaki → Compose new mail in OWA → From = Ayobami Odulaja.
- Recipient (Jackie) sees:
 “Makanaki Odulaja on behalf of Ayobami Odulaja.”

- ✓ Screenshot #12 – Inbox confirming “on behalf of” message.
-

□ Deliverables

All screenshots compiled into a single PDF document showing:

1. PowerShell and EAC configuration steps
 2. File Explorer views
 3. OWA tests confirming message flow and delegation permissions
-

Lab Outcome

Successfully completed:

- Creation and management of **mail-enabled users**
- Configuration of **mailbox databases** and **mailbox moves**
- Deployment of a **shared mailbox** and **delegated permissions**
- Creation of a **distribution group** and **message flow verification**
- Implementation of **Send As** and **Send on Behalf** permissions using both PowerShell and GUI tools

Create 3 Mail-Enabled User:

The screenshot shows a virtual machine connection window titled "20345-1B-LON-EX1 on AYOBAMI-ODULAJA - Virtual Machine Connection". The terminal window displays the following commands and output:

```
Show quick reference guide: QuickRef
VERBOSE: Connecting to LON-EX1.Adatum.com.
VERBOSE: Connected to LON-EX1.Adatum.com.
[PS] C:\Windows\system32> $pw = ConvertTo-SecureString 'Pa$$w0rd' -AsPlainText -Force
[PS] C:\Windows\system32>
[PS] C:\Windows\system32>New-Mailbox -Name "Ayobami Odulaja" -FirstName Ayobami -LastName Odulaja -Alias aodulaja -UserPrincipalName aodulaja@adatum.com -Password $pw -ResetPasswordOnNextLogon:$false

Name      Alias      ServerName  ProhibitSendQuota
----      -
Ayobami Odulaja  aodulaja   lon-ex1     Unlimited

[PS] C:\Windows\system32>New-Mailbox -Name "Makanaki Odulaja" -FirstName Makanaki -LastName Odulaja -Alias modulaja -UserPrincipalName modulaja@adatum.com -Password $pw -ResetPasswordOnNextLogon:$false

Name      Alias      ServerName  ProhibitSendQuota
----      -
Makanaki Odulaja  modulaja   lon-ex1     Unlimited

[PS] C:\Windows\system32>New-Mailbox -Name "Jackie Chan" -FirstName Jackie -LastName Chan -Alias jchan -UserPrincipalName jchan@adatum.com -Password $pw -ResetPasswordOnNextLogon:$false

Name      Alias      ServerName  ProhibitSendQuota
----      -
Jackie Chan  jchan      lon-ex2     Unlimited

[PS] C:\Windows\system32>
[PS] C:\Windows\system32># Verify mailboxes
[PS] C:\Windows\system32>Get-Mailbox -ResultSize Unlimited | ft Name, Alias, PrimarySmtpAddress, Database

Name      Alias
----      -
Administrator  Administrator
Ayobami Odulaja  aodulaja
DiscoverySearchMailbox {D919BA05-46A6-415f-80AD-7E09334BB852} DiscoverySearchMailbox{D919BA05-46A6-415f-80AD-7E09334...
HR Shared Mailbox  HRShared
Jackie Chan  jchan
Makanaki Odulaja  modulaja

[PS] C:\Windows\system32>
```

The web browser window shows the Exchange Admin Center (EAC) interface. The address bar displays "https://localhost/ecp/?ExchClientVer=15". The page title is "Exchange admin center". The left sidebar shows the "recipients" section selected. The main content area displays a table of mailboxes:

DISPLAY NAME	MAILBOX TYPE	EMAIL ADDRESS
Administrator	User	Administrator@adatum.com
Ayobami Odulaja	User	aodulaja@adatum.com
Jackie Chan	User	jchan@adatum.com
Makanaki Odulaja	User	modulaja@adatum.com

The right sidebar shows the details for the selected mailbox, "Administrator". The details include:

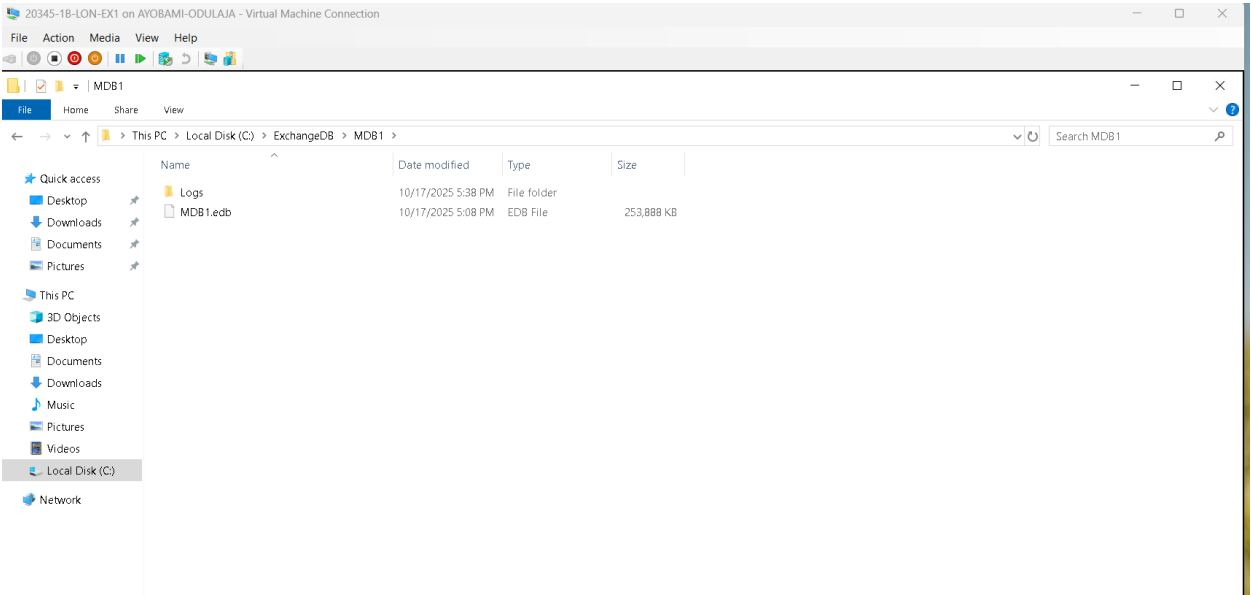
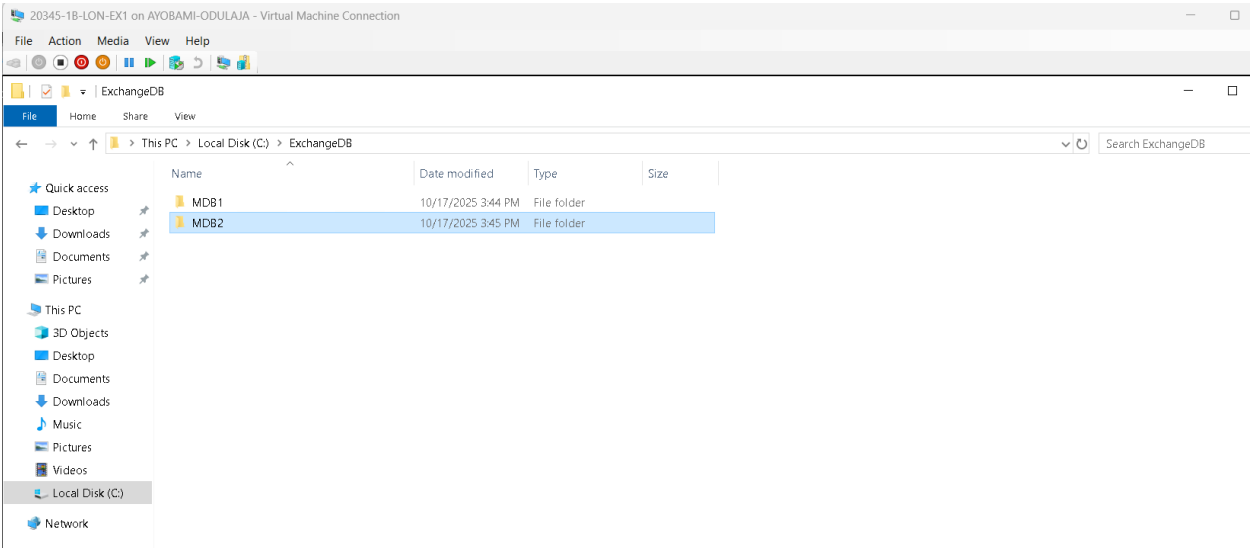
- User mailbox: Administrator@adatum.com
- Title:
- Office:
- Work phone:
- Phone and Voice Features
- Mobile Devices
- [Disable Exchange ActiveSync](#)
- [Disable OWA for Devices](#)
- [View details](#)

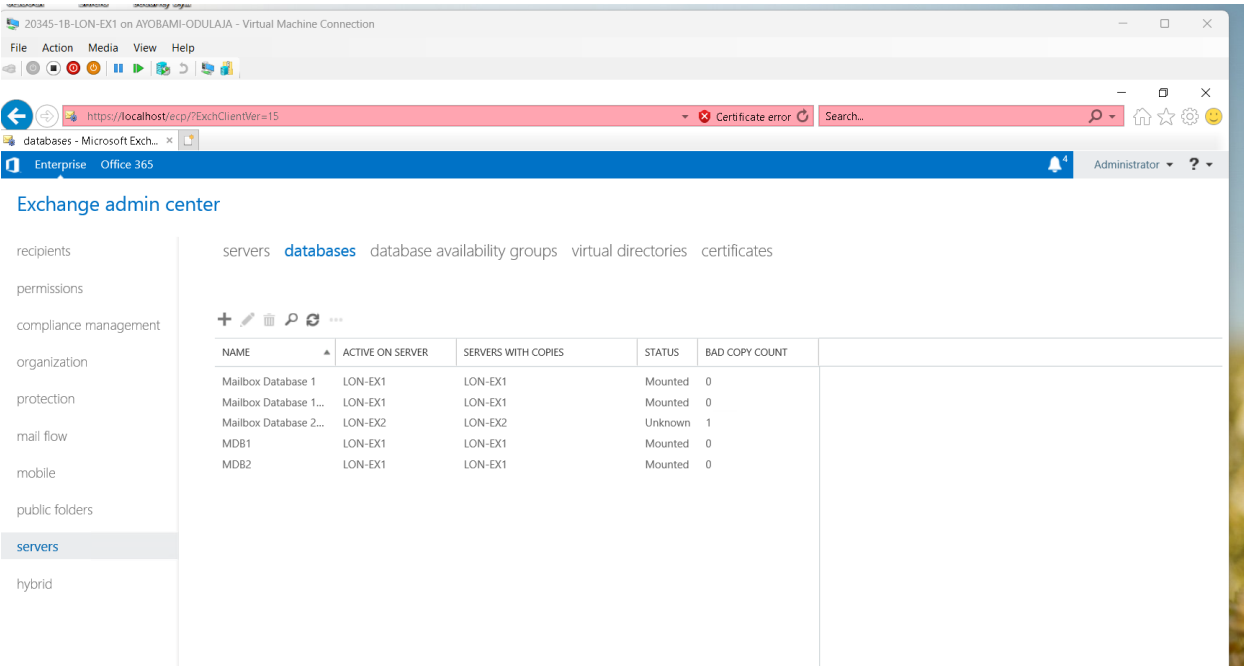
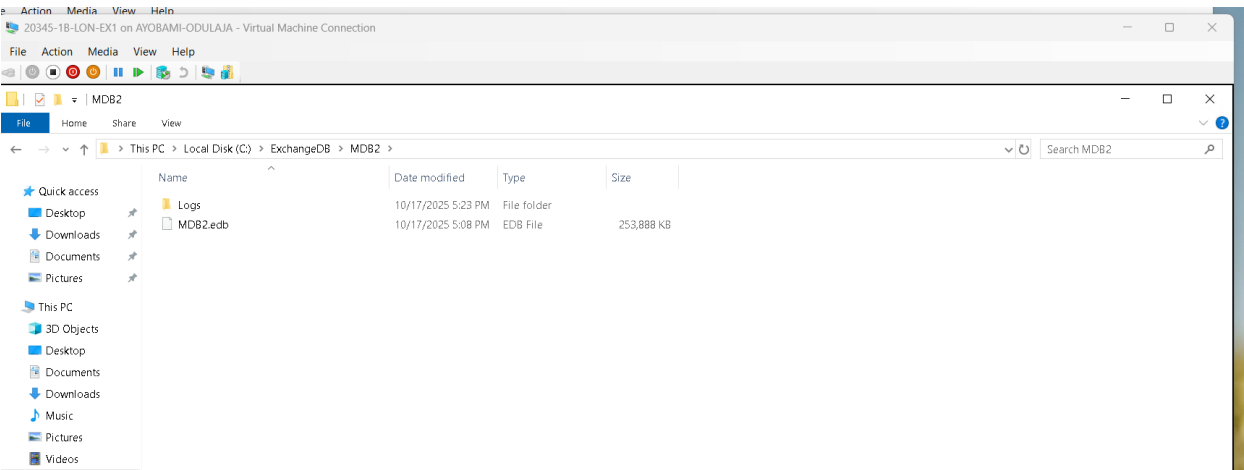
Create two Mailbox database:

```
# Mount both\system32>
Mount-Database MDB132># Verify mailboxes
Mount-Database MDB232>Get-Mailbox -ResultSize Unlimited | ft Name,Alias,PrimarySmtpAddress,Database

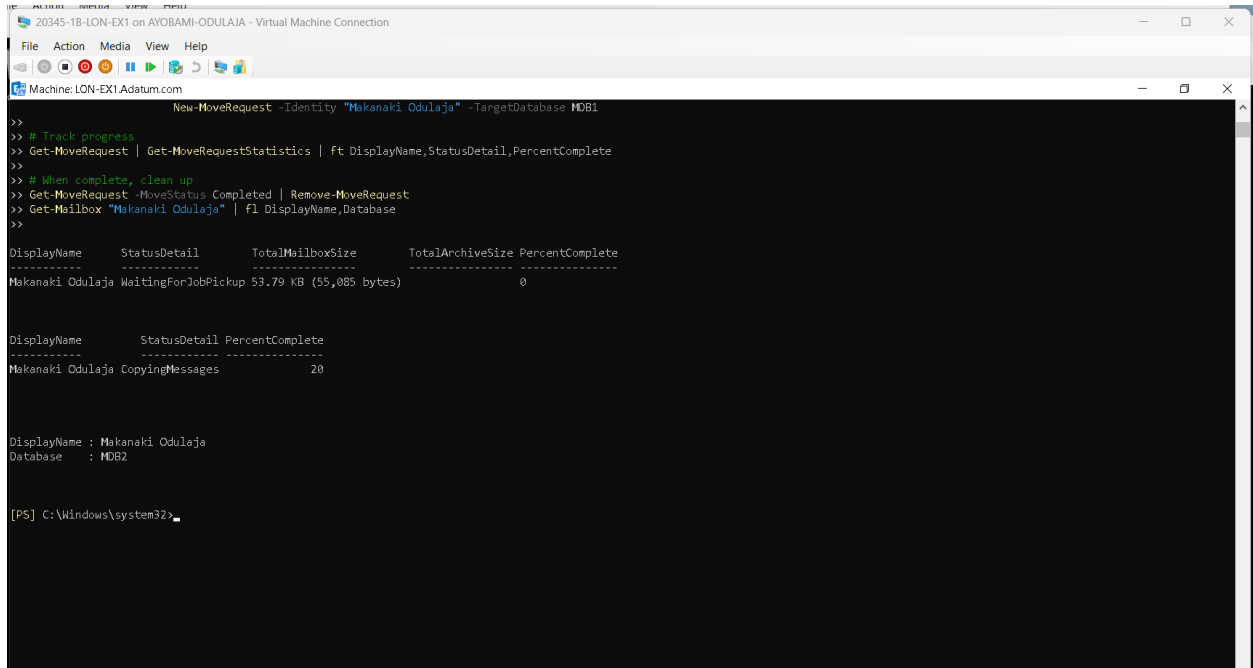
# Verify Alias
Get-MailboxDatabase -Status | ft Name,Mounted,EdbFilePath,LogFolderPath
New-MailboxDatabase -Name "MDB1" -Server "LON-EX1" -EdbFilePath "C:\ExchangeDB\MDB1\edb" -LogFolderPath "C:\ExchangeDB\MDB1\Logs"
New-MailboxDatabase -Name "MDB2" -Server "LON-EX1" -EdbFilePath "C:\ExchangeDB\MDB2\edb" -LogFolderPath "C:\ExchangeDB\MDB2\Logs"
coverySearchMailbox {D919BA05-46A6-415F-80AD-7E093348B852} DiscoverySearchMailbox{D919BA05-46A6-415F-80AD-7E09334...
# Mount both
Mount-Database MDB1 HRShared
Mount-Database MDB2 jchan
modulaja

# Verify
```





Move a Mailbox between Database:



The screenshot shows a PowerShell console window titled "20345-1B-LON-EX1 on AYOBAHI-ODULAJA - Virtual Machine Connection". The window contains a series of PowerShell commands and their outputs, demonstrating the process of moving a mailbox between databases.

```
New-MoveRequest -Identity "Makanaki Odulaja" -TargetDatabase MDB1

>>
>> # Track progress
>> Get-MoveRequest | Get-MoveRequestStatistics | ft DisplayName,StatusDetail,PercentComplete
>>
>> # When complete, clean up
>> Get-MoveRequest -MoveStatus Completed | Remove-MoveRequest
>> Get-Mailbox "Makanaki Odulaja" | fl DisplayName,Database
>>
```

DisplayName	StatusDetail	TotalMailboxSize	TotalArchiveSize	PercentComplete
Makanaki Odulaja	WaitingForJobPickup	53.79 KB (55,085 bytes)		0

DisplayName	StatusDetail	PercentComplete
Makanaki Odulaja	CopyingMessages	20

DisplayName : Makanaki Odulaja
Database : MDB2

[PS] C:\Windows\system32>

Create a shared Mailbox:

The screenshot shows the Exchange Admin Center (EAC) interface. On the left, the 'mailboxes' section is expanded, and 'Support Mailbox' is selected. The main pane displays the 'Edit Shared Mailbox' dialog box for 'Support Mailbox'. The dialog box has the following fields:

- *Display name: Support Mailbox
- *Alias: SupportShared
- Email address: SupportShared@adatum.com
- ☐ Hide from address lists

A tooltip message states: "If you select this option, the shared mailbox won't appear in your organization's address book and other address lists. However, it will still receive email." Below the fields are 'Save' and 'Cancel' buttons.

Below the dialog box, the 'Support Mailbox' configuration page is visible. It shows the mailbox details and the 'In-Place Archive' settings. The 'In-Place Archive' settings are:

- Archiving: Disabled
- [Enable](#)

The 'In-Place Hold' settings are:

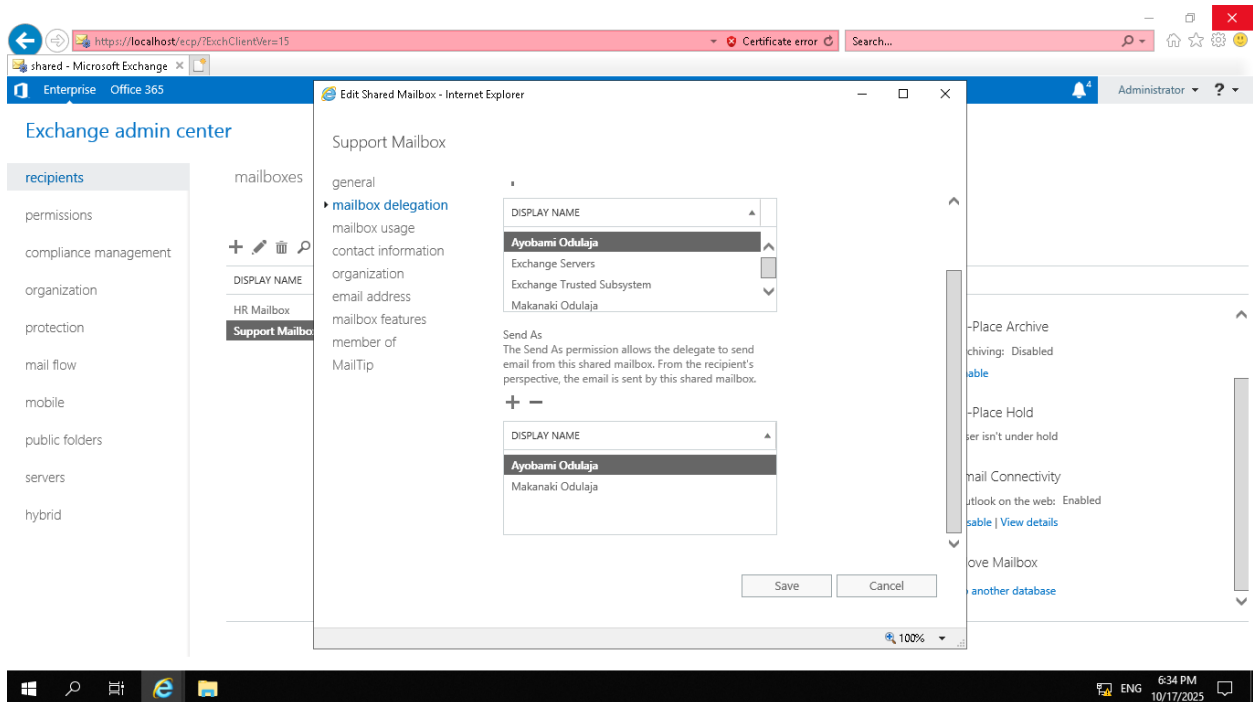
- User isn't under hold

The 'Email Connectivity' settings are:

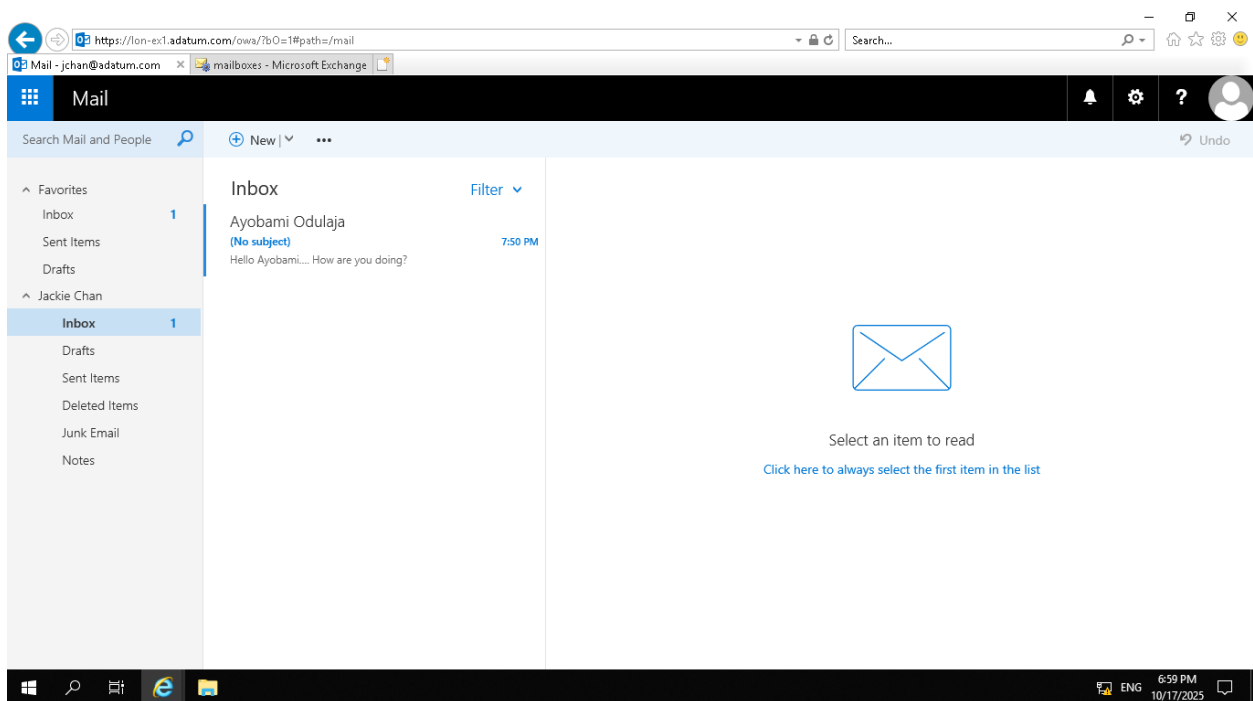
- Outlook on the web: Enabled
- [Disable](#) | [View details](#)

The bottom of the screen shows the Windows taskbar with the time 6:26 PM and date 10/17/2025.

Add Users to shared Mailbox:



Testing shared Mailbox:



Create Distribution group:

The screenshot shows the Exchange Admin Center (EAC) interface in a web browser. The browser's address bar shows a local host URL with a certificate error. The EAC header includes the user 'jchan@adatum.com' and the role 'Administrator'. The left sidebar lists various management areas, with 'recipients' selected. The main area shows the 'groups' tab, displaying a table of distribution groups. One group, 'OdulajaTeam', is selected, and its details are shown on the right. The details include the group's email address, notes, owners (Administrator, Jackie Chan, Makanaki Odulaja), and membership settings (Membership approval: Open, Message approval: Disabled).

Exchange admin center

recipients permissions compliance management organization protection mail flow mobile public folders servers hybrid

mailboxes **groups** resources contacts shared migration

+ - ✎ 🗑️ 🔍 ↺ ...

DISPLAY NAME	GROUP TYPE	EMAIL ADDRESS
OdulajaTeam	Distribution group	OdulajaTeam@adatum.com

1 selected of 1 total

OdulajaTeam@adatum.com

Notes
(None)

Owners
Administrator
Jackie Chan
Makanaki Odulaja
...

Membership
Membership approval:
Open
Message approval:
Disabled

ENG 7:13 PM 10/17/2025

Configure Send on Behalf Permission.

The screenshot shows the Exchange Admin Center (EAC) interface in a web browser. The left sidebar contains navigation links: recipients, permissions, compliance management, organization, protection, mail flow, mobile, public folders, servers, and hybrid. The main area displays the 'mailboxes' section for the user 'Ayobami Odulaja'. A modal window titled 'Select Send On Behalf - Internet Explorer' is open, showing a table of users with the following data:

DISPLAY NAME	EMAIL ADDRESS
Administrator	Administrator@adatum.com
Ayobami Odulaja	aodulaja@adatum.com
Jackie Chan	jchan@adatum.com
Makanaki Odulaja	modulaja@adatum.com
OdulajaTeam	OdulajaTeam@adatum.com

Below the table, it indicates '1 selected of 5 total'. An 'add ->' button is visible, along with a text input field containing 'Makanaki Odulaja [remove:]'. A tooltip explains that this permission allows the user to send mail on behalf of the selected user. The background shows the user's profile details, including their email address 'aodulaja@adatum.com' and various features like 'Exchange ActiveSync' and 'OWA for Devices'. The Windows taskbar at the bottom shows the time as 7:33 PM on 10/17/2025.