## Setup a designated account to analyze image attachments

To create a mail forwarding rule in the Exchange Control Panel (ECP) for redirecting emails with image attachments to the DesignatedEmail inbox, follow these steps (Kateyanne, Woitasen, & Iyengar, 2023):

1. Access the Exchange Control Panel (ECP) and navigate to "Mail Flow" and then "Rules."
2. Click on "New rule" to create a new rule.
3. Provide a name for the rule, such as "Image Analysis."



1. A screenshot of a computer

   Description automatically generatedClick on "More options" to access additional rule conditions.
2. Under "Apply this rule if...," select "Any attachment" and choose "File extension includes these words."
3. Click on the "+" sign to add file extensions. Add the following file extensions: "jpg," "jpeg," "png," "gif."
4. Add a condition under "Apply this rule if..." by selecting "The sender..." and choose "is external/intenet."
5. Select the sender location as "outside the organization."
6. Under "Do the following...," choose "Add recipients..." and select “to the To box”. Add the DesignatedEmail account as the recipient.
7. Choose a mode for this rule. Select "Enforce" to ensure the rule is applied.
8. A screenshot of a computer

   Description automatically generatedClick "Save" to save the mail forwarding rule.

By following these steps, you will have created a mail forwarding rule in the ECP that redirects emails with image attachments from external senders to the DesignatedEmail inbox.

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