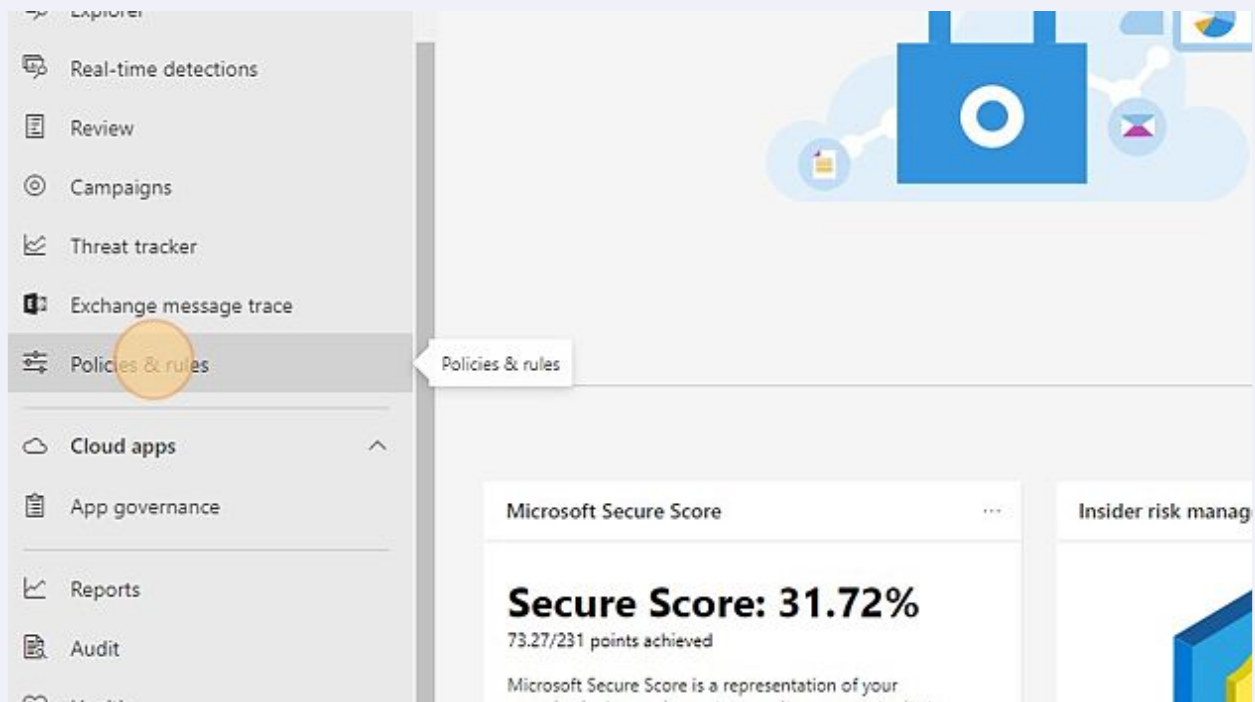


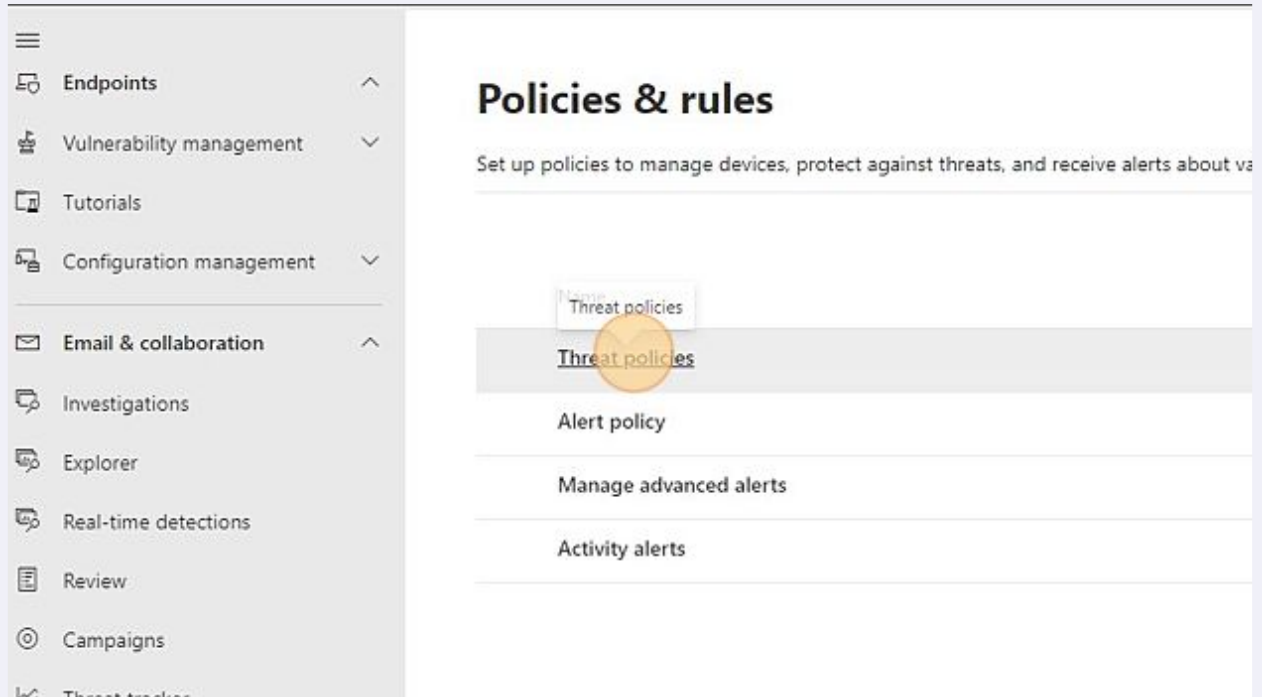
# How to Configure a Safe Links Policy

1 Navigate to [security.microsoft.com](https://security.microsoft.com)

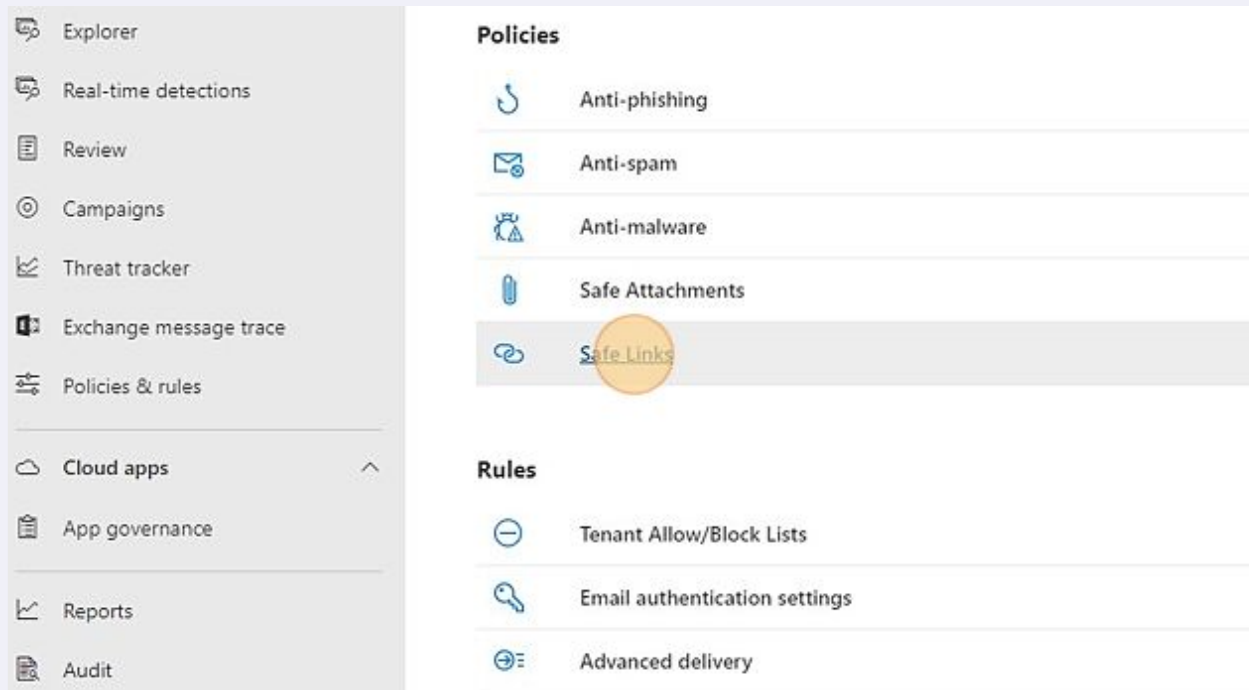
2 Click "Policies & rules"



### 3 Click "Threat policies"



### 4 Click "Safe Links"



## 5 Click "Create"

Policies & rules > Threat policies > Safe links

### Safe links

We recommend enabling preset security policies to stay updated with new security controls

Safe links helps prevent your users from following links in email and documents that may be malicious. [Create a Safe Links policy](#)

**Create** Export Refresh Reports Global settings

☐ Name

☐ Built-in protection (Microsoft)

## 6 In the "Name" field, enter "(Your Domain Here)-SafeLinks-Policy"

Policies > Create safe links policy

### Name your policy

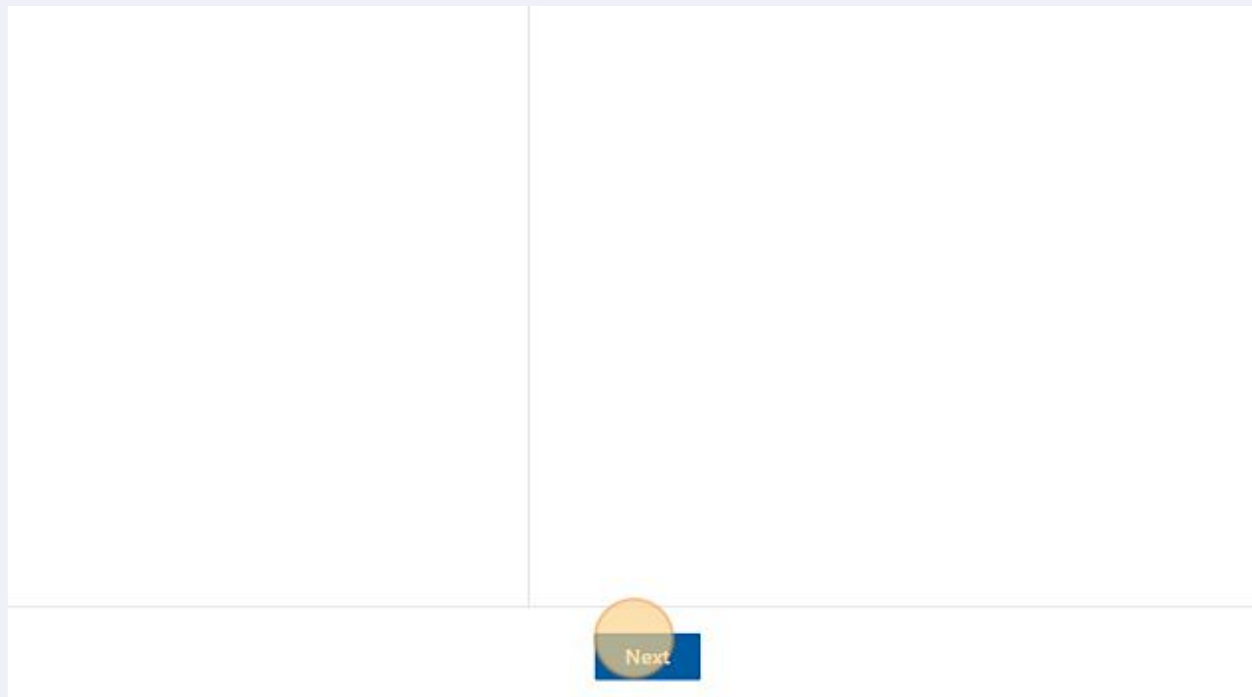
Add a name and description for your safe links policy.

Name \*

Description

7

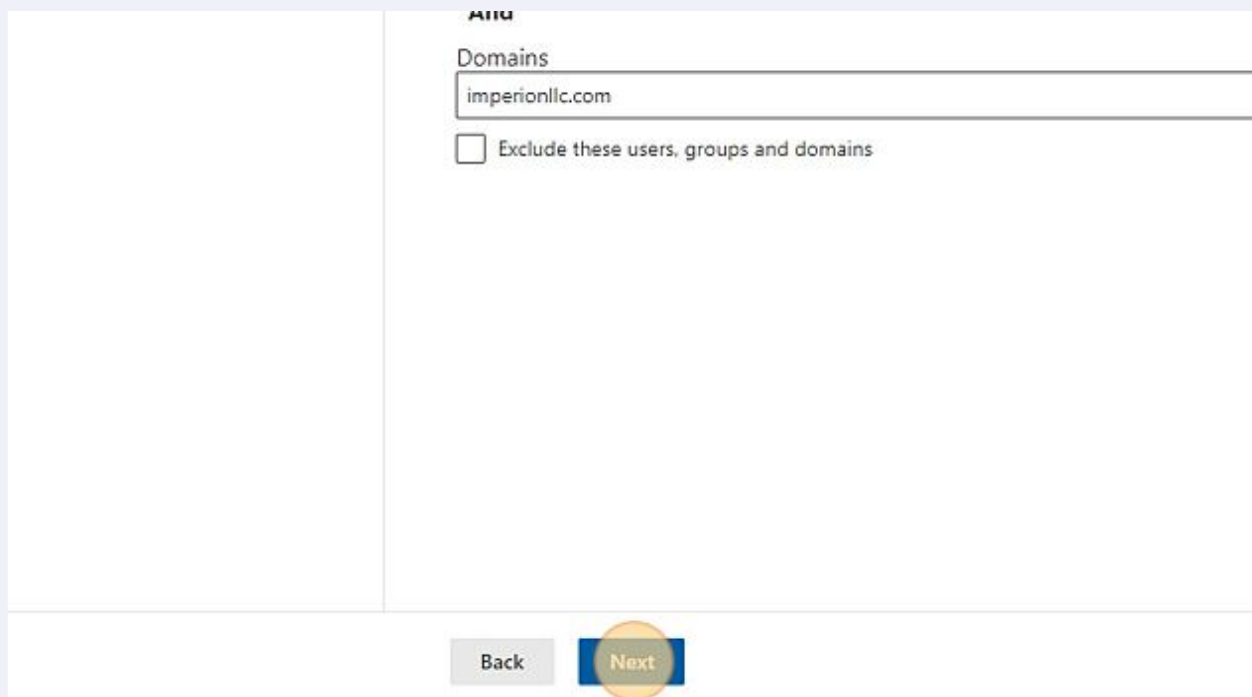
Click "Next"



A screenshot of a form with a light gray border. The form is divided into two main sections by a vertical line. The left section is empty. The right section is also empty. At the bottom center of the form, there is a blue button with the word "Next" in white text. A yellow circle highlights the "Next" button.

8

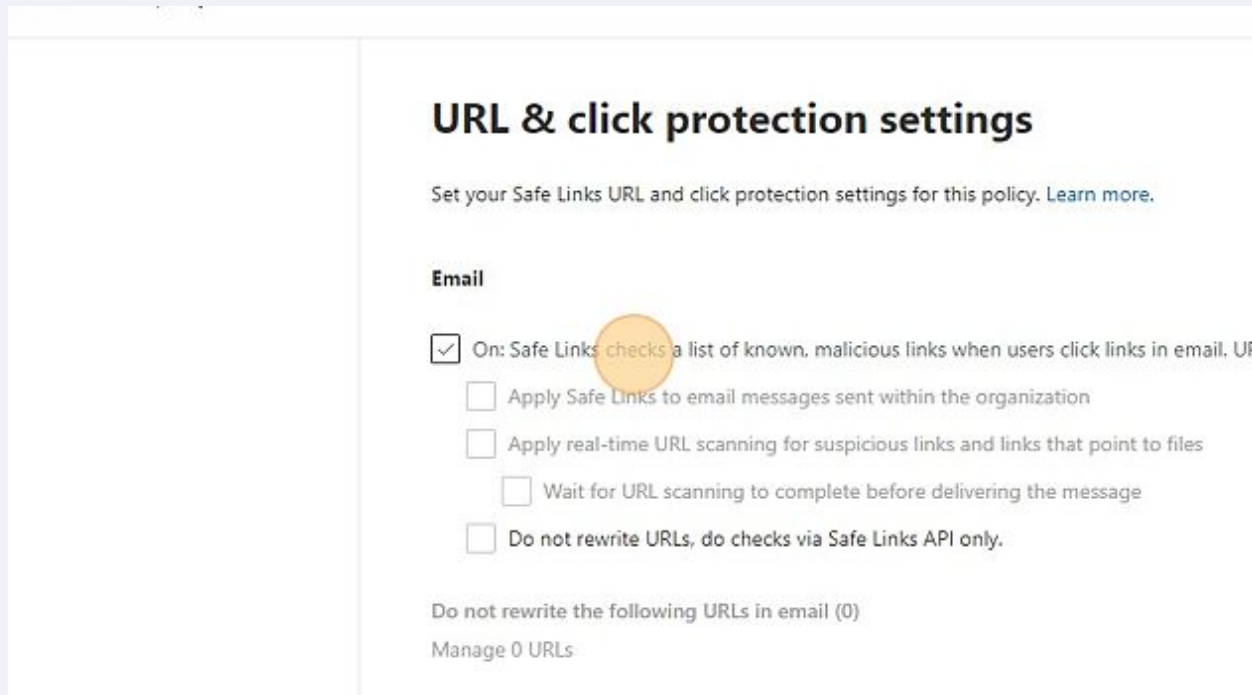
Enter your domain in the "Domain" field and click "Next"



A screenshot of a form with a light gray border. The form is divided into two main sections by a vertical line. The left section is empty. The right section contains a "Domains" label, a text input field with the value "imperionllc.com", and a checkbox labeled "Exclude these users, groups and domains". At the bottom center of the form, there are two buttons: a gray "Back" button and a blue "Next" button. A yellow circle highlights the "Next" button.

9

Click "On: Safe Links checks a list of known, malicious links when users click links in email. URLs are rewritten by default."



**URL & click protection settings**

Set your Safe Links URL and click protection settings for this policy. [Learn more.](#)

**Email**

☒ On: Safe Links checks a list of known, malicious links when users click links in email. URLs are rewritten by default.

☐ Apply Safe Links to email messages sent within the organization

☐ Apply real-time URL scanning for suspicious links and links that point to files

☐ Wait for URL scanning to complete before delivering the message

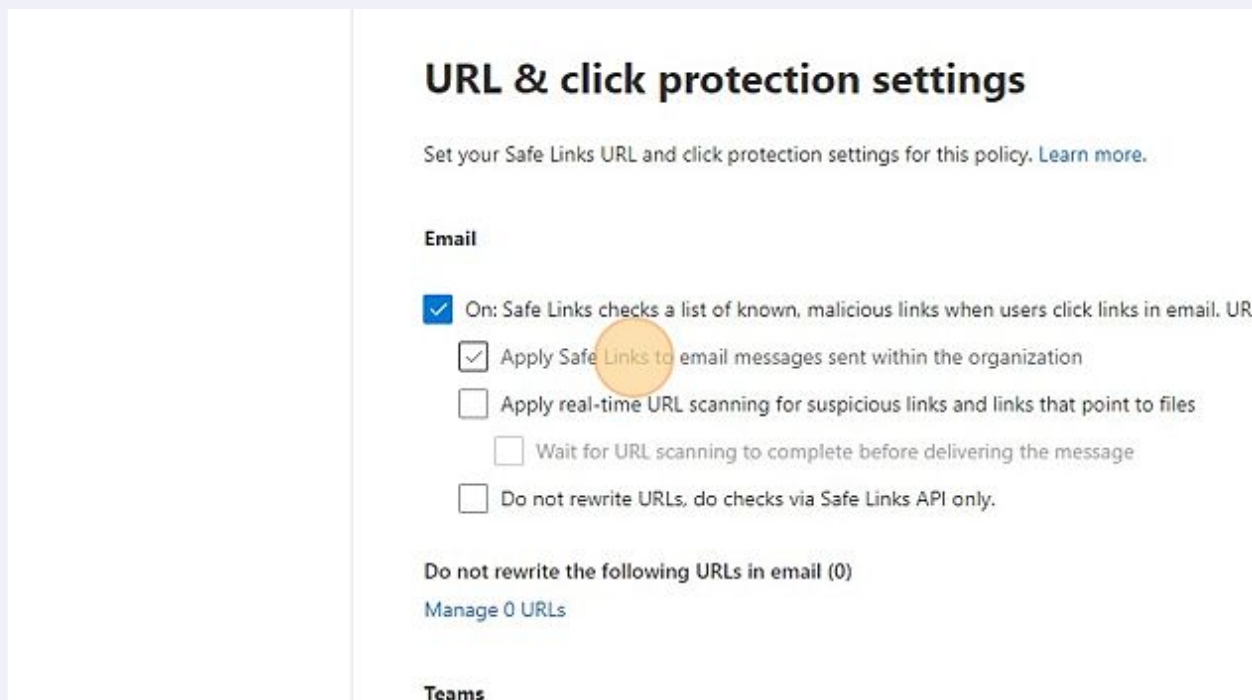
☐ Do not rewrite URLs, do checks via Safe Links API only.

Do not rewrite the following URLs in email (0)

[Manage 0 URLs](#)

10

Click "Apply Safe Links to email messages sent within the organization"



**URL & click protection settings**

Set your Safe Links URL and click protection settings for this policy. [Learn more.](#)

**Email**

☒ On: Safe Links checks a list of known, malicious links when users click links in email. URLs are rewritten by default.

☒ Apply Safe Links to email messages sent within the organization

☐ Apply real-time URL scanning for suspicious links and links that point to files

☐ Wait for URL scanning to complete before delivering the message

☐ Do not rewrite URLs, do checks via Safe Links API only.

Do not rewrite the following URLs in email (0)

[Manage 0 URLs](#)

**Teams**

11

Click "Apply real-time URL scanning for suspicious links and links that point to files"

## URL & click protection settings

Set your Safe Links URL and click protection settings for this policy. [Learn more.](#)

### Email

- ☒ On: Safe Links checks a list of known, malicious links when users click links in email. URL
  - ☒ Apply Safe Links to email messages sent within the organization
  - ☒ Apply real-time URL scanning for suspicious links and links that point to files
  - ☐ Wait for URL scanning to complete before delivering the message
  - ☐ Do not rewrite URLs, do checks via Safe Links API only.

Do not rewrite the following URLs in email (0)  
[Manage 0 URLs](#)

### Teams

12

Click "Wait for URL scanning to complete before delivering the message"

## URL & click protection settings

Set your Safe Links URL and click protection settings for this policy. [Learn more.](#)

### Email

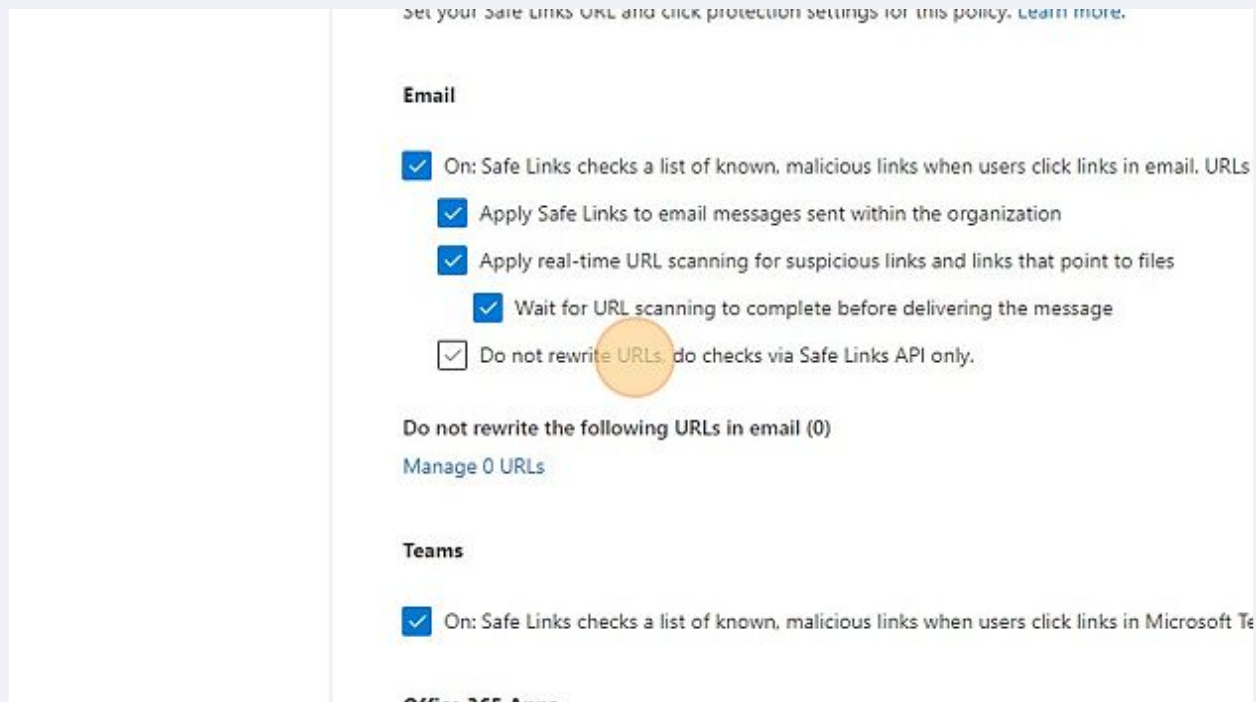
- ☒ On: Safe Links checks a list of known, malicious links when users click links in email. URL
  - ☒ Apply Safe Links to email messages sent within the organization
  - ☒ Apply real-time URL scanning for suspicious links and links that point to files
  - ☒ Wait for URL scanning to complete before delivering the message
  - ☐ Do not rewrite URLs, do checks via Safe Links API only.

Do not rewrite the following URLs in email (0)  
[Manage 0 URLs](#)

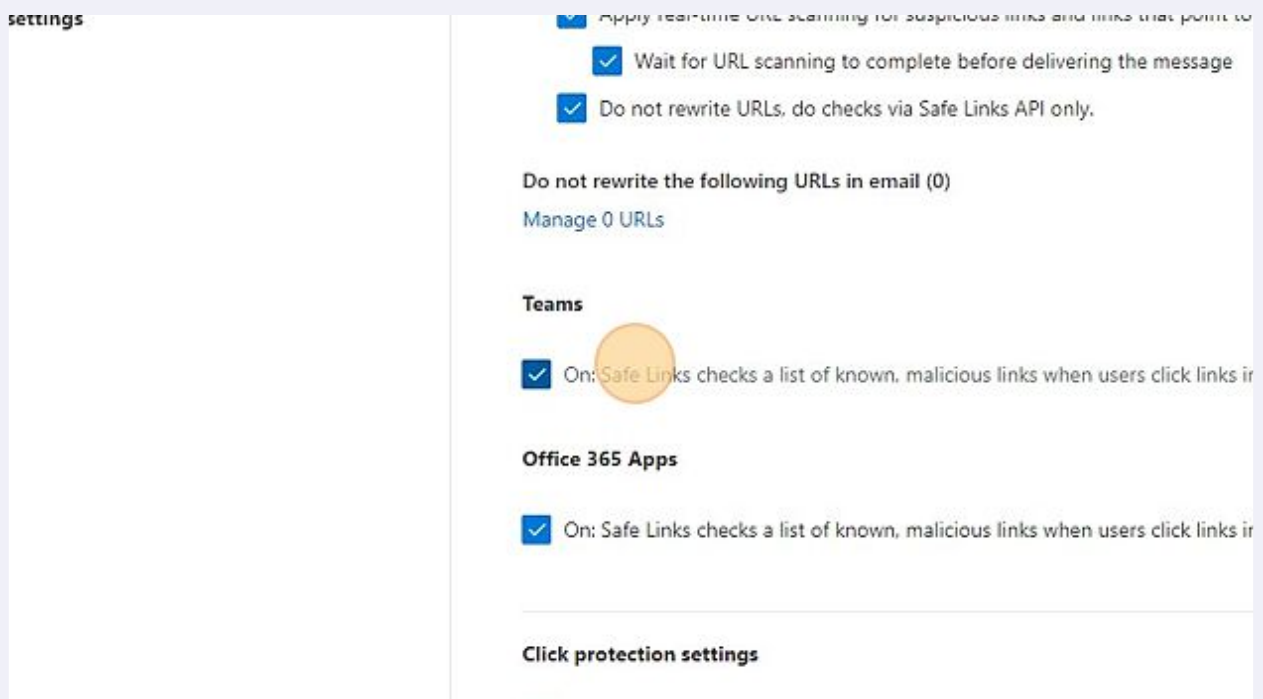
### Teams

- ☒ On: Safe Links checks a list of known, malicious links when users click links in Microsoft T

13 Click "Do not rewrite URLs, do checks via Safe Links API only."

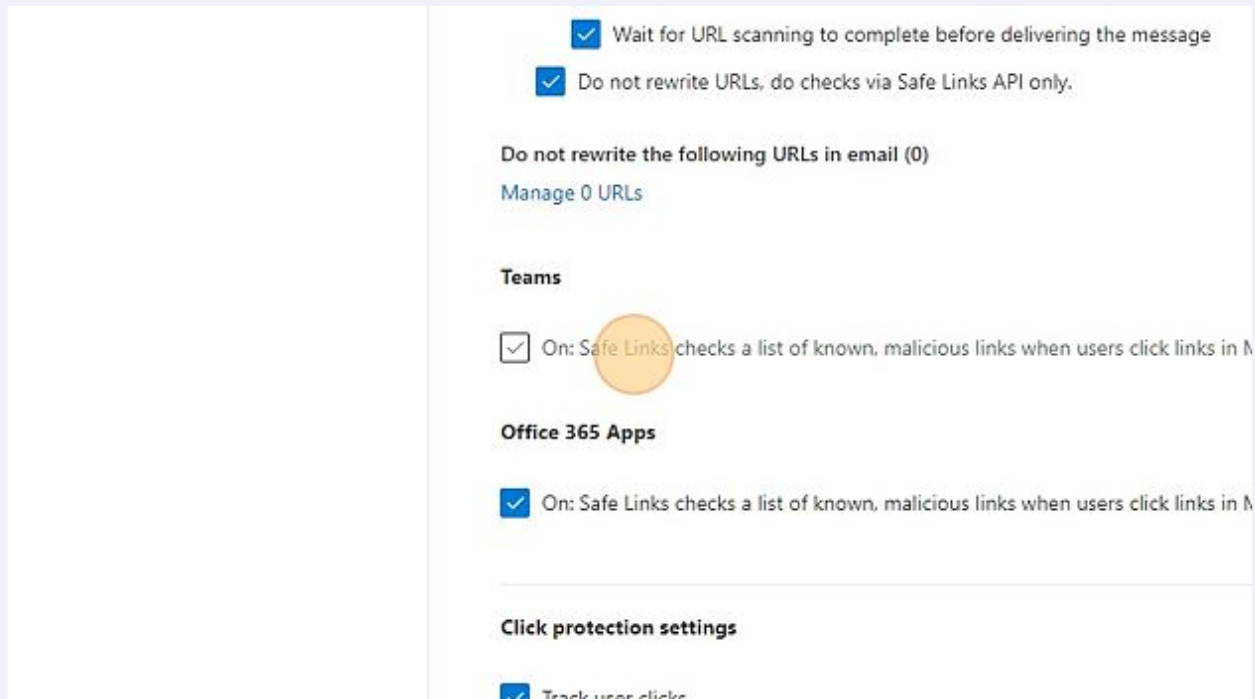


14 Click "On: Safe Links checks a list of known, malicious links when users click links in Microsoft Teams. URLs are not rewritten."



15

Click "On: Safe Links checks a list of known, malicious links when users click links in Microsoft Teams. URLs are not rewritten."



☒ Wait for URL scanning to complete before delivering the message

☒ Do not rewrite URLs, do checks via Safe Links API only.

Do not rewrite the following URLs in email (0)

[Manage 0 URLs](#)

**Teams**

☒ On: Safe Links checks a list of known, malicious links when users click links in Microsoft Teams

**Office 365 Apps**

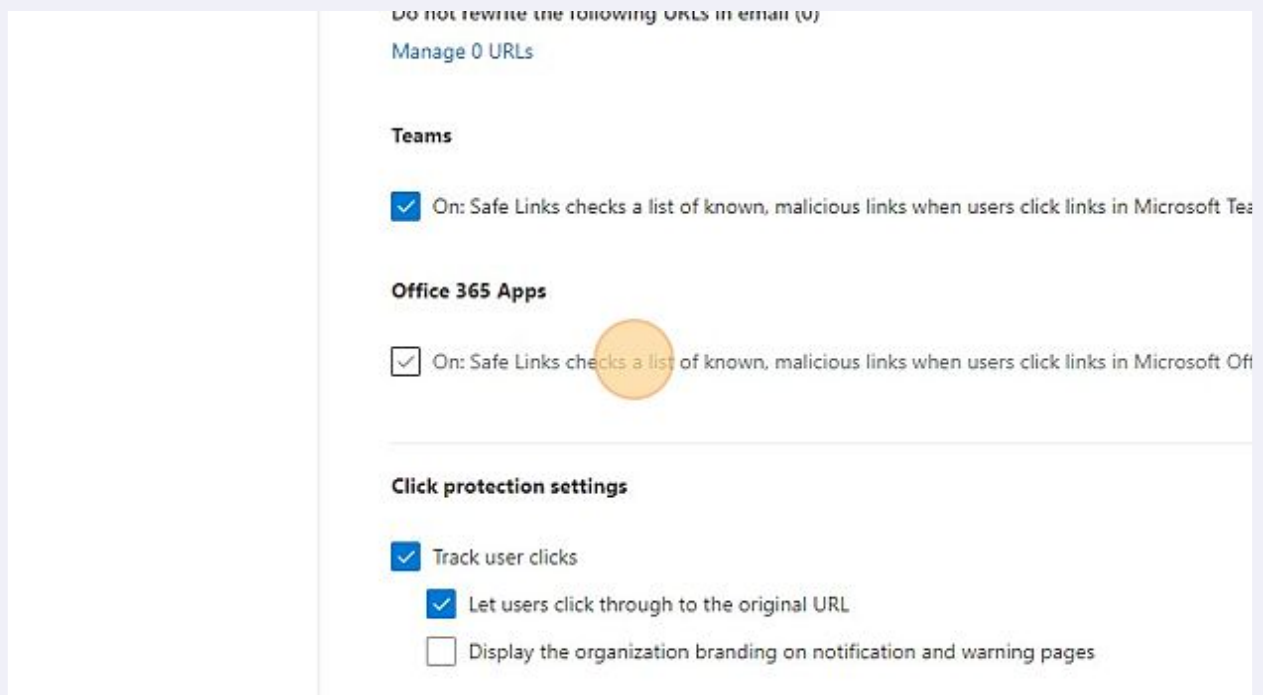
☒ On: Safe Links checks a list of known, malicious links when users click links in Microsoft Office apps

**Click protection settings**

☒ Track user clicks

16

Click "On: Safe Links checks a list of known, malicious links when users click links in Microsoft Office apps. URLs are not rewritten."



Do not rewrite the following URLs in email (0)

[Manage 0 URLs](#)

**Teams**

☒ On: Safe Links checks a list of known, malicious links when users click links in Microsoft Teams

**Office 365 Apps**

☒ On: Safe Links checks a list of known, malicious links when users click links in Microsoft Office apps

**Click protection settings**

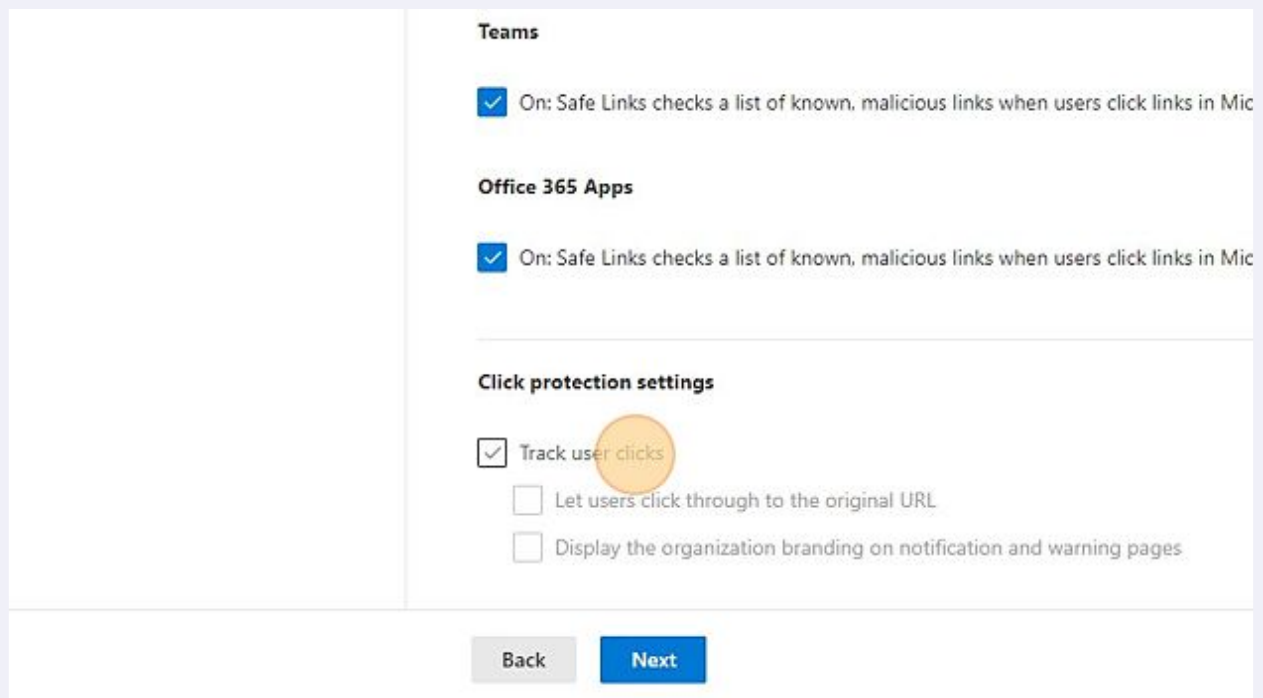
☒ Track user clicks

☒ Let users click through to the original URL

☐ Display the organization branding on notification and warning pages



## 17 Click "Track user clicks"



The screenshot shows the 'Click protection settings' section of the Microsoft 365 Security Center. The 'Track user clicks' checkbox is checked and highlighted with an orange circle. Below it are two unchecked options: 'Let users click through to the original URL' and 'Display the organization branding on notification and warning pages'. The 'Teams' and 'Office 365 Apps' sections above are also visible, both with 'On' status.

**Teams**

☒ On: Safe Links checks a list of known, malicious links when users click links in Mic

**Office 365 Apps**

☒ On: Safe Links checks a list of known, malicious links when users click links in Mic

**Click protection settings**

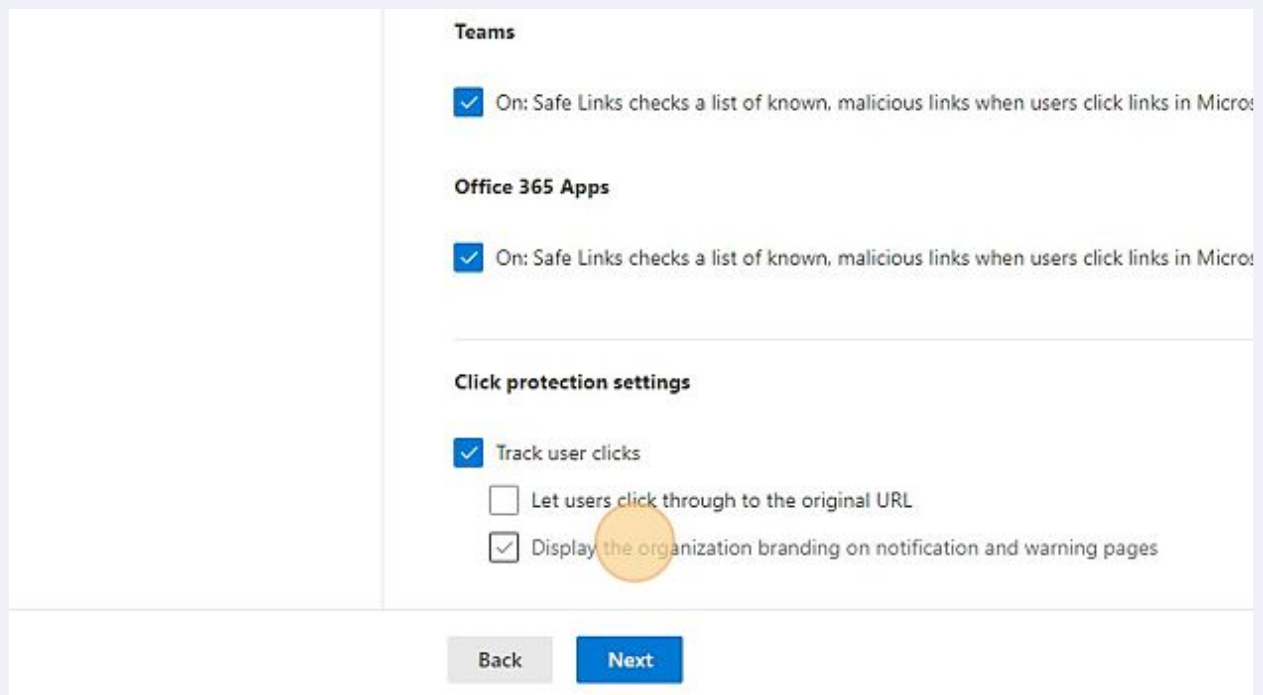
☒ Track user clicks

☐ Let users click through to the original URL

☐ Display the organization branding on notification and warning pages

**Back** **Next**

## 18 Click "Display the organization branding on notification and warning pages"



The screenshot shows the 'Click protection settings' section of the Microsoft 365 Security Center. The 'Display the organization branding on notification and warning pages' checkbox is checked and highlighted with an orange circle. The 'Track user clicks' checkbox is also checked. The 'Let users click through to the original URL' checkbox is unchecked. The 'Teams' and 'Office 365 Apps' sections above are also visible, both with 'On' status.

**Teams**

☒ On: Safe Links checks a list of known, malicious links when users click links in Micro

**Office 365 Apps**

☒ On: Safe Links checks a list of known, malicious links when users click links in Micro

**Click protection settings**

☒ Track user clicks

☐ Let users click through to the original URL

☒ Display the organization branding on notification and warning pages

**Back** **Next**

## 19 Click "Next"

**Teams**

☒ On: Safe Links checks a list of known, malicious links when users click links in Microsoft 365

**Office 365 Apps**

☒ On: Safe Links checks a list of known, malicious links when users click links in Microsoft 365

**Click protection settings**

☒ Track user clicks

☐ Let users click through to the original URL

☒ Display the organization branding on notification and warning pages

[Back](#) [Next](#)

## 20 Set your notification preferences and click "Next"

**Notification**

How would you like to notify your users?

☒ Use the default notification text

☐ Use custom notification text

## 21 Verify that your setting look correct

Do not rewrite URLs, do checks via Safe Links API only.  
☒ On

Do not rewrite the following URLs in email (0)  
-

Teams  
☒ On: Safe Links checks a list of known, malicious links when users click links in Microso

Office 365 Apps  
☒ On: Safe Links checks a list of known, malicious links when users click links in Microso

Track user clicks  
☒ On

Let users click through to the original URL

[Back](#) [Submit](#)

## 22 Click "Submit"

☒ On: Safe Links checks a list of known, malicious links when users click links in Microso

Track user clicks  
☒ On

Let users click through to the original URL  
☐ Off

Display the organization branding on notification and warning pages  
☒ On

[Edit protection settings](#)

Notification  
Use custom notification text  
☐ Off

[Edit notification settings](#)

[Back](#) [Submit](#)

23

Click "Done"

