Whitelisting React News Newsletters

December, 2023

If you are having trouble receiving emails from your React News subscription or if your users' subscriptions are being automatically unsubscribed, *please send this to your organization's IT/Information Security department for processing so they may follow their own internal best practices & procedures regarding whitelisting.*

The following guide contains basic whitelisting instructions for Mimecast, Microsoft Exchange, Microsoft Defender, and Google Workspace (formerly G-Suite).

<u>React News email delivery uses a dedicated IP address to reduce the risk of blacklisting and improve</u> <u>deliverability and performance with our customers.</u>

Email addresses: <u>enquiries@reactnews.com</u> and <u>info@reactnews.com</u> Address: <u>mail.reactnews.com</u> IP Address: 198.2.182.101

Below are some basic guides to whitelist the above emails and IP address ranges within the most common email firewalls:

Mimecast:

Please create one policy for email and a separate policy for IP Ranges

- 1. Log onto the Mimecast Administration console.
- 2. Open the Administration Toolbar.
- 3. Select Gateway | Policies.
- 4. Select Permitted Senders.
- 5. Select New Policy.
- 6. Select the appropriate settings under the Options, Emails From, Emails To, and Validity sections.
- 7. For Emails:
 - A. Enter our emails (above) in the Emails From > Applies From > Specifically Field.
 - B. Enter our IP address (above) in Validity > Source IP Ranges
- 8. If you continue to have issues receiving React News messages, please contact Mimecast Support:

https://community.mimecast.com/s/contactsupport

Microsoft Exchange:

Please create one policy for email and a separate policy for IP Ranges

- 1. Sign into Microsoft's Exchange Admin Center
- 2. In the Menu on the left Scroll down and select Mail Flow
- 3. Select Rules

- 4. Select + Add a rule, then click Create New Rule
- 5. Name the rule
- 6. For Email:

A. Under Apply this rule **if sender > domain is: Enter our email domains** For IP Ranges:

- B. Under Apply this rule if sender > IP address is in any of these ranges or exactly matches: Enter our IP address (above)
- 7. Click Save
- 8. The Bypass spam filtering rule is automatically configured for you. Scroll down and click Next.
- 9. Leave all settings in "Set rule settings" as their default values and click Next.
- 10. Review your settings and click Finish.
- 11. If you continue to have issues receiving React News messages, please contact Microsoft Support:

https://support.microsoft.com/en-us/contactus

Microsoft Defender:

Please create one policy for email and a separate policy for IP Ranges

- 1. Sign in to Microsoft 365 Defender portal
- 2. Scroll down and select Email & Collaboration
- 3. Select Policies & Rules
- 4. Select **Threat policies** in the list.
- 5. Under Policies, select Anti-Spam
- 6. For Email:
 - A. Select Anti-spam inbound policy (Default)
 - B. Scroll down to Allowed And Blocked Senders and domains to Select **Edit allowed** and blocked senders and domains in the fly-out.
 - C. In the fly-out under Allowed, select Allowed domains
 - D. Click the **Add Domains +** button to **add our domain** and press **Enter/Return** to add them to the list.
 - E. Select Done
 - F. Click Save
- 7. For IP Ranges
 - A. Click on Connection Filter Policy (Default)
 - B. Click **Edit connection filter policy** in the fly-out
 - C. Add our IP address (above)
 - D. Enable Turn on safe list
 - E. Click **Save and close** to apply the settings.
- 8. If you continue to have issues receiving React News messages, please contact Microsoft Support:

https://support.microsoft.com/en-us/contactus

Google Workspace:

Please create one policy for email and a separate policy for IP Ranges.

- 1. Sign in to your Google Admin Console with an administrator account and select Apps.
- 2. Select Google Workspace
- 3. Select Gmail
- 4. Select Spam, Phishing and Malware
- 5. On the left, select the top-level organization, which should be your company domain.
- 6. For Emails:
 - a. Scroll down and select the **Spam** section. and click **Configure**. If the setting is already configured, point to the setting and click **Edit** or **Add Another**.
 - b. For a new setting, enter a unique name or description.
 - c. Check the Bypass spam filters for messages received from addresses or domains within these approved senders lists box.
 - d. Click Use existing list or Create or edit list to select an existing list, or create a list of approved senders. To add a new list:
 - e. Click **Create** or **Edit** list.
 - f. Scroll to the bottom of Manage address lists, and click Add address list.
 - g. Enter a name for the new list
 - h. Click Add address
 - i. Enter email addresses
 - j. Enter whitelisting technical information at the top of this article.
 - k. Click **Save** to save the new address list.
 - I. At the bottom of the settings page, click **Save** to save the new spam setting.
- 7. For IP Ranges:
 - a. Click the Email allowlist section.
 - b. Enter our IP address (at the top of this article) and click Save.
- 8. If you continue to have issues receiving React News messages, please contact Microsoft Support:

https://support.google.com/a/answer/1047213?hl=en&ref_topic=7067151&sjid=63749 40446563312605-NC