

Spambayes Configuration Document

This is a general Spambayes configuration example for all versions of Windows. Various settings in the Outlook mail client may change from system to system. This document is intended to outline the configuration of Spambayes in a few easy steps.

What is Spambayes? It is a mail client add-on that filters incoming email for unwanted correspondence or spam.

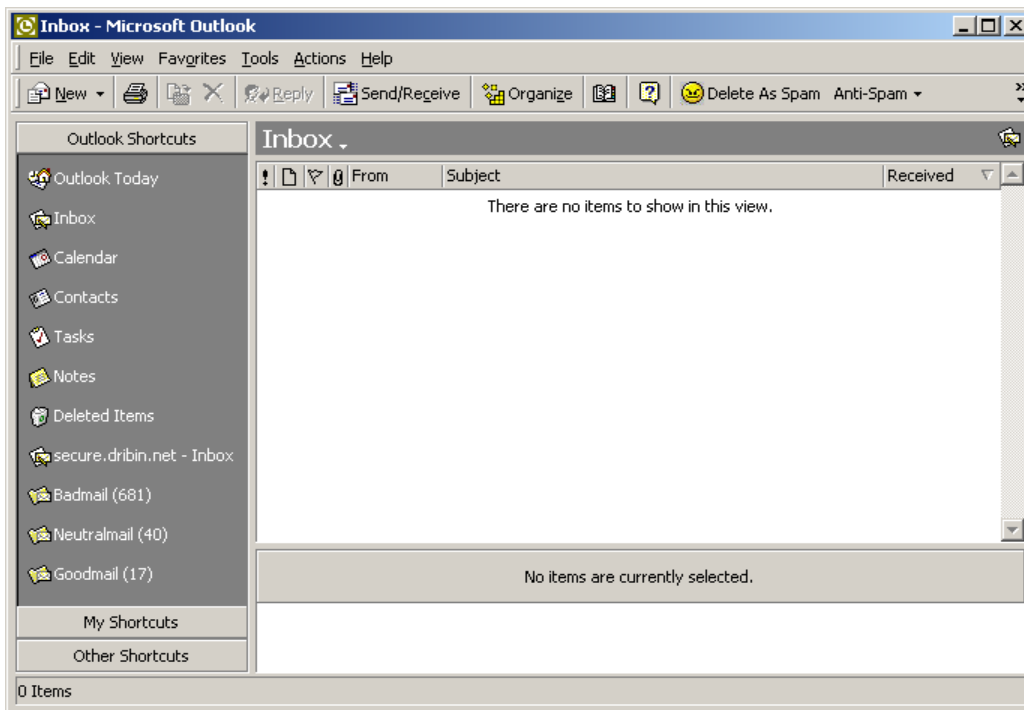
For any issues not covered in this document please refer to the Spambayes website: <http://spambayes.sourceforge.net> - navigate to the Windows section

Requirements:

1. Installed version of Spambayes on a Windows PC
2. Installed version of Microsoft Outlook - Outlook Express is not supported

Outlook Configuration instructions:

1. Open Outlook mail client and check toolbar for Spambayes buttons, if it is installed correctly buttons labeled “Delete As Spam” and “Anti-Spam” will be present.

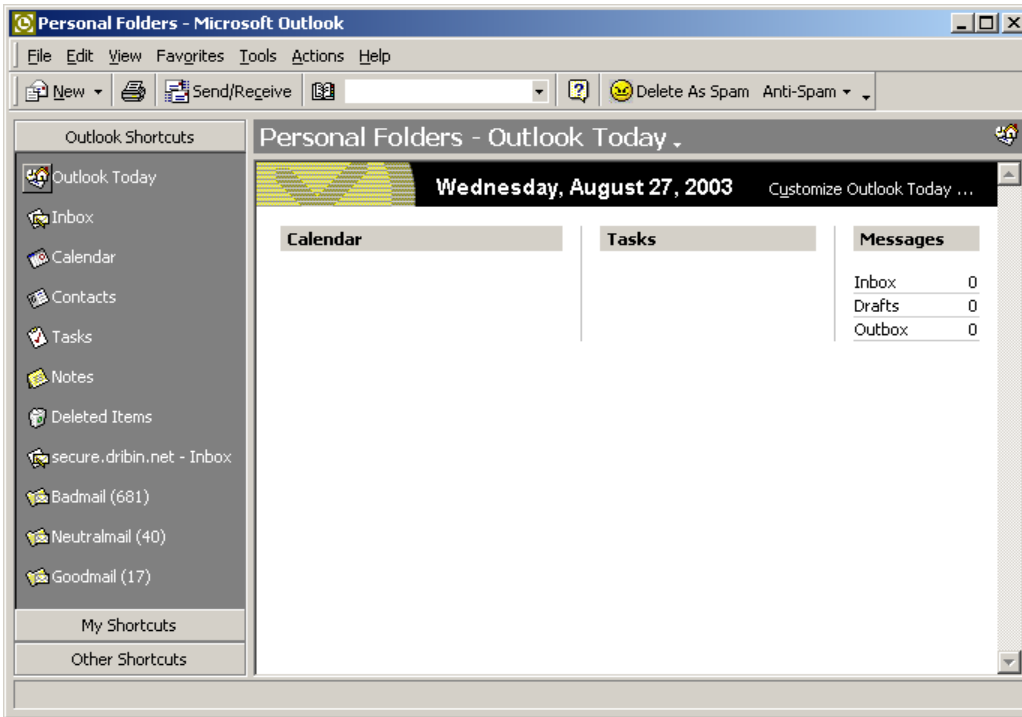


Spambayes sorts your email into three categories; spam (Badmail), ham (Goodmail) and unsure (Neutralmail). Three folders need to be created to store these emails.

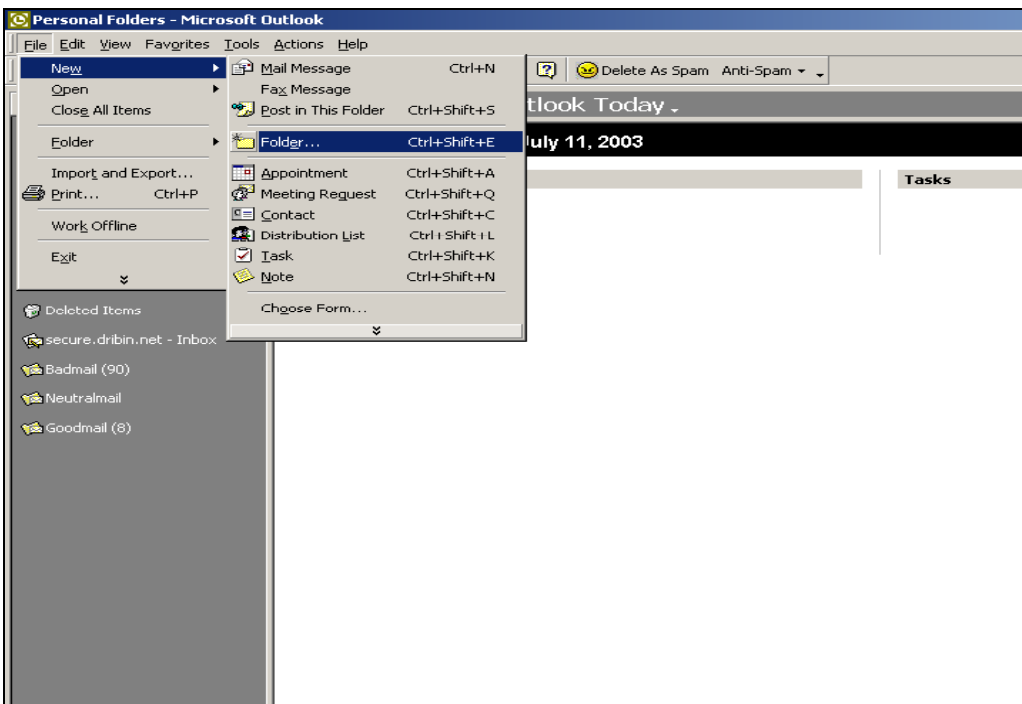
When you receive new email, the Spambayes software will compare it to the emails in these folders to determine its designation, and then add it to the appropriate folder.

*If an email is “ham” or Goodmail it will remain in your inbox, the ham folder you will create will be used to store emails for comparison, it is not intended to act as the folder where you conduct your mailing/messaging activities.

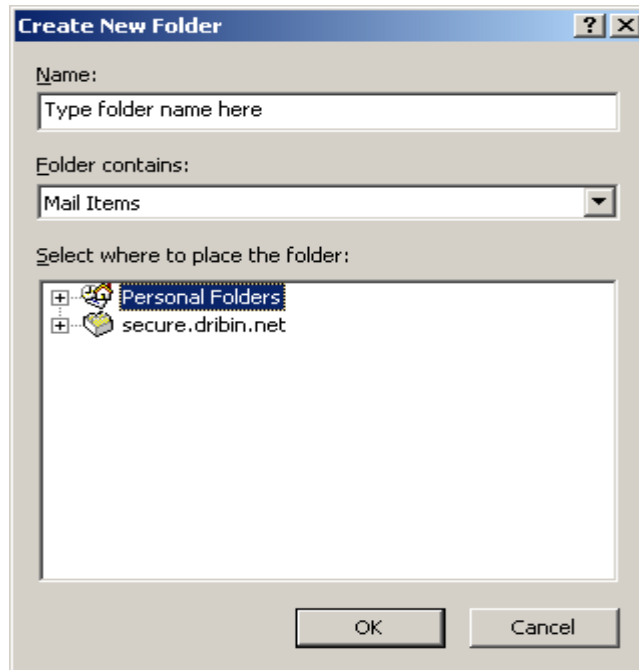
2. Create the three email folders. It is best to name the folders descriptively. To create a folder click the “Outlook Today” icon in the left pane Outlook Shortcuts view. This will cause the “Personal Folders” page to display in the right pane of Outlook. -



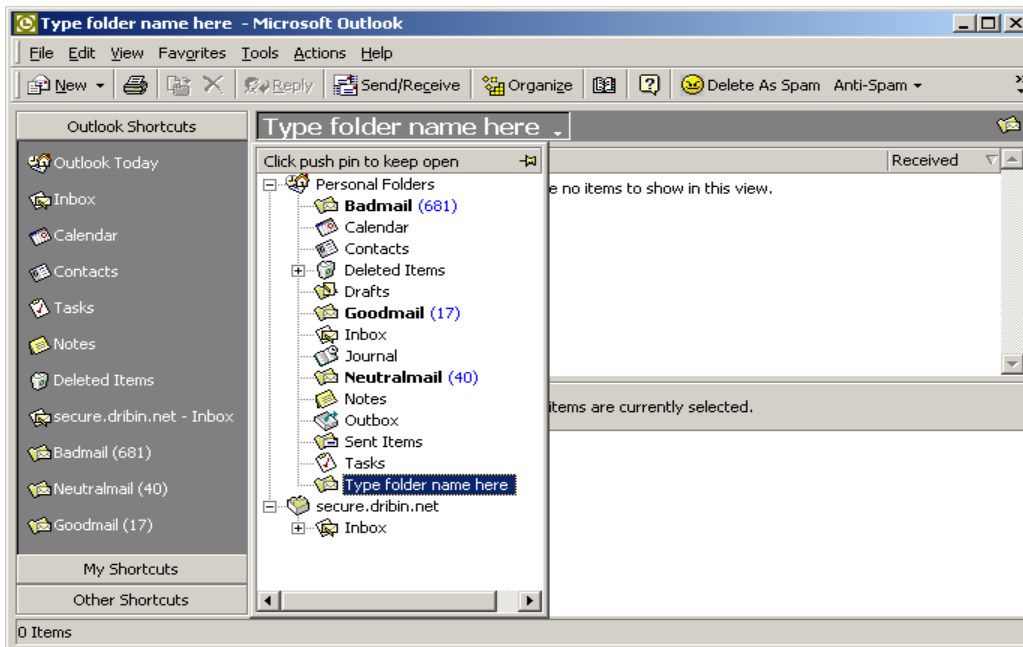
- Then click “file” on the tool bar and select “new” then “folder...”



Next, type the folder name into the “name” field, highlight “personal Folders”, and then click Okay.



The folder should now appear in the Outlook Folder List. See below.

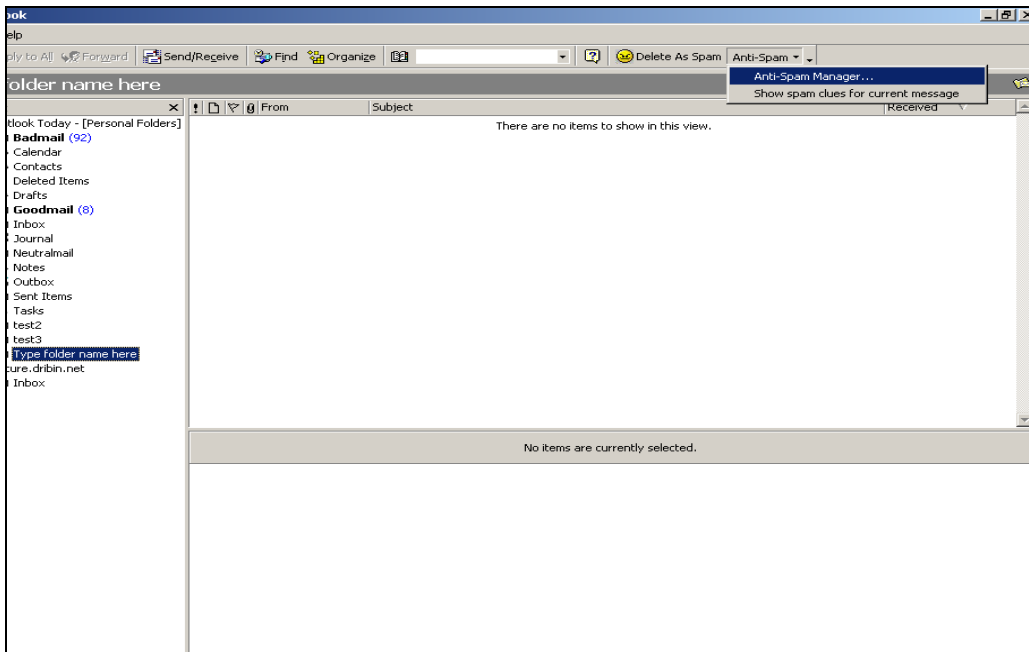


Repeat step 2 for each folder. In the picture above you can see the three email folders (Badmail, Goodmail and Neutralmail) in both the Outlook Shortcuts pane in the left viewing frame and in the Folder List pane.

This concludes the Outlook configuration portion of this document.

Spambayes configuration instructions:

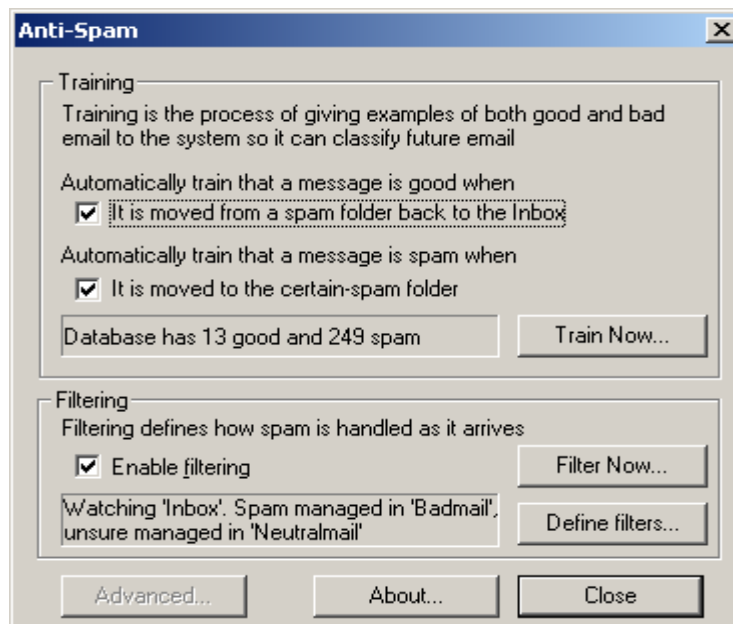
1 With the Outlook program open click on the “Anti-Spam” button on the right side of the toolbar and select the Anti-Spam Manager to open the Spambayes configuration utility.



The Anti-Spam Manager has two basic functions: Training and Filtering

Training is the process of giving examples of both good and bad email to the system (Spambayes) so it can classify future email.

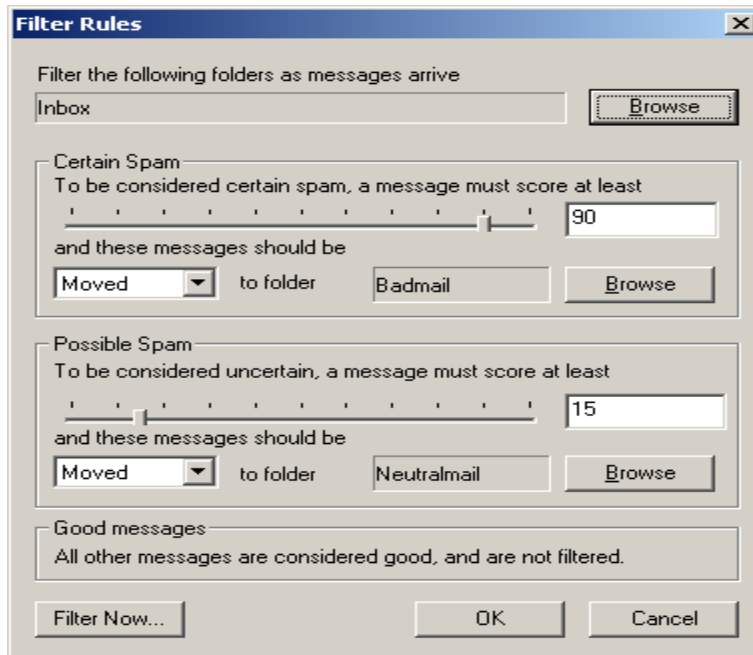
Filtering defines how spam is handled as it arrives



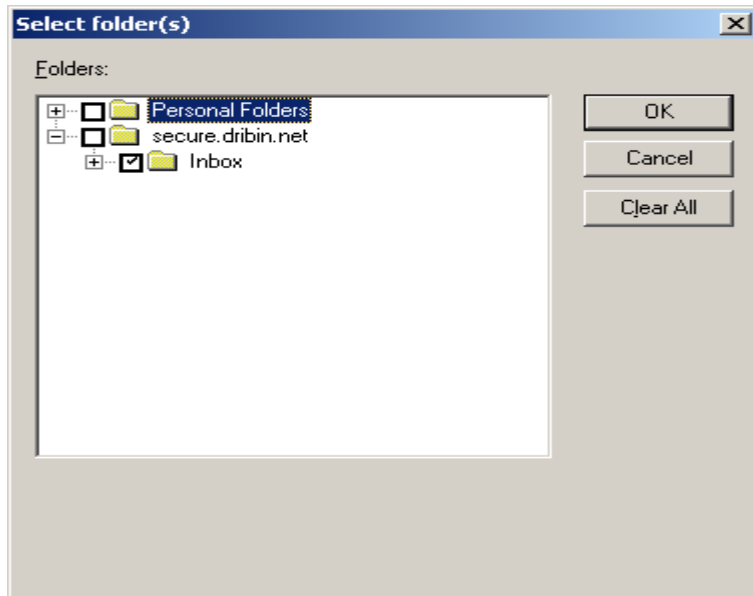
Spambayes configuration utility

Three steps are needed to properly configure the Spambayes mail add-in. *First*, we need to define the filter rules. This is done by selecting an incoming mail folder to be filtered automatically and indicating which folders the filtered mail should be sent to. *Second*, the Ham (desired mail) and spam (undesired mail) folders need to be populated with examples of their respective mail types. *Third*, the software needs to be trained.

2. Click the button on the Anti-Spam Manager labeled “Define Filters...” This will bring up the Filter Rules configuration tool. This is where the incoming, Spam and possible Spam (neutral) mail folders are defined.

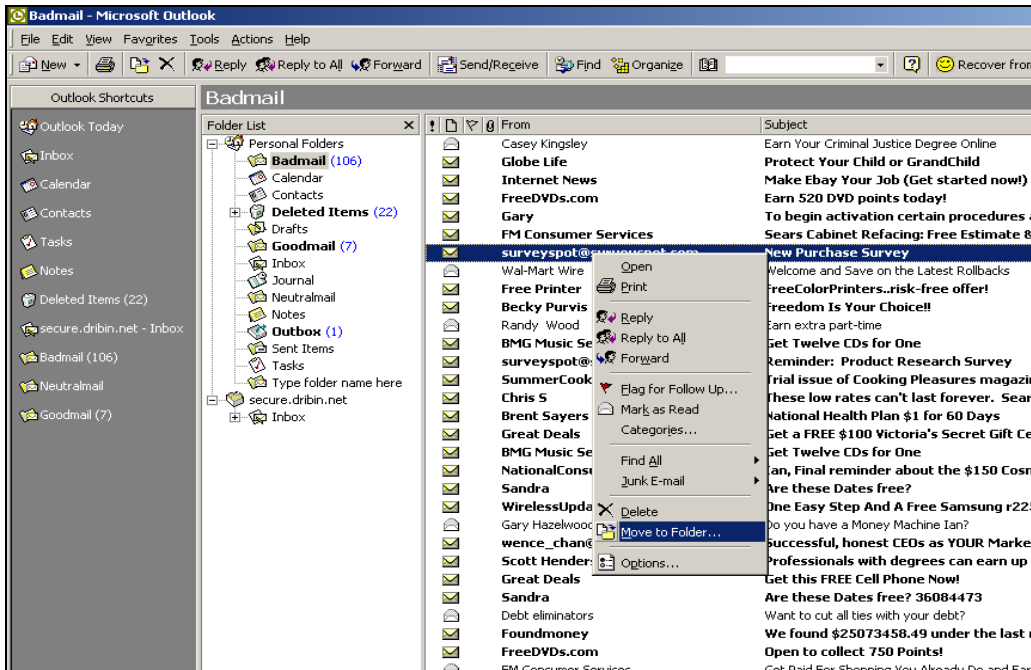


3. For each filter category click (see note 1 below) on the “Browse” button and highlight the corresponding folder created during the Outlook configuration portion of this document. The “Inbox” is being selected below.

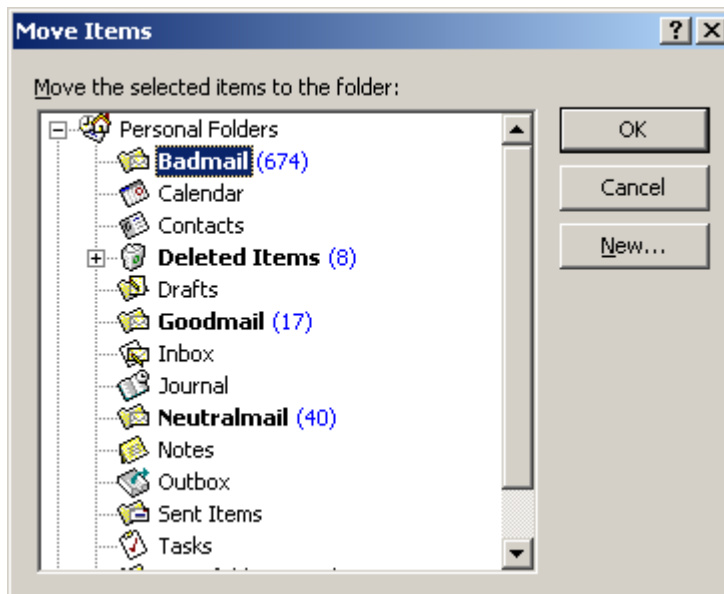


Note 1. In order to use the browse feature in the Certain Spam and Possible Spam sections in the Filter Rules configuration tool “Moved” has to be selected in the two drop down boxes. In these sections, accept the default scores.

4. Now the various mail folders need to be populated with the appropriate type of mail. To move mail to a different folder right click on the mail file to be moved, select “Move To Folder...”

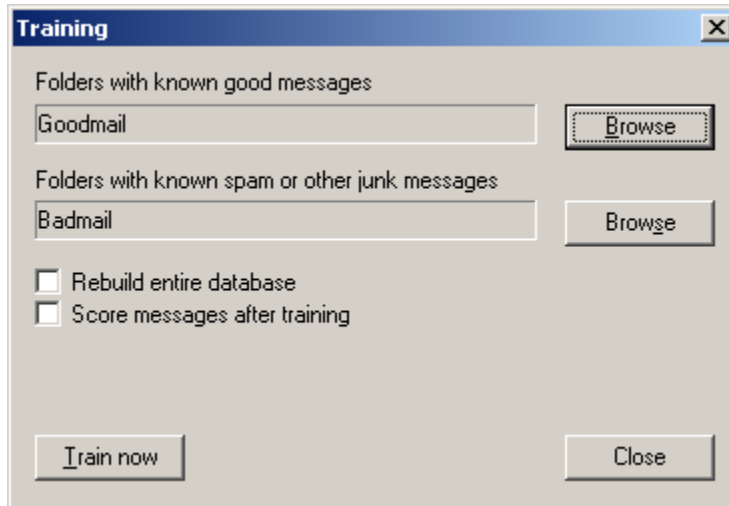


Highlight the desired folder then click “OK”.

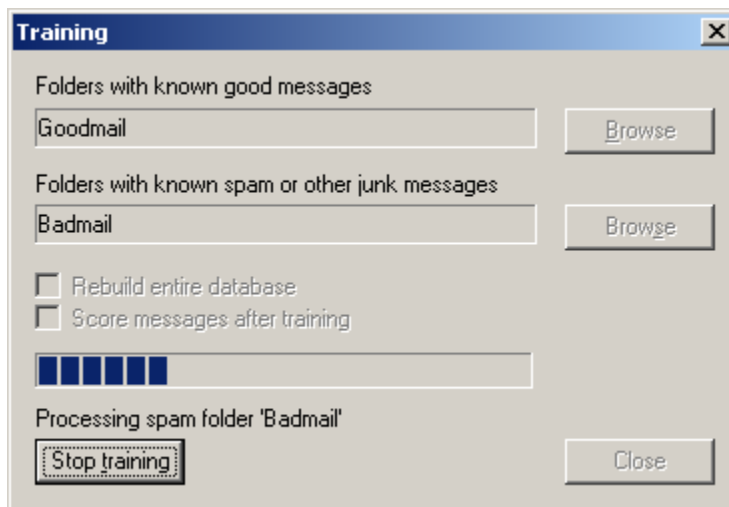


Repeat until both the Goodmail and Badmail folders have at least 5 mail examples each. This is the minimum amount needed for Spambayes to function.

5. Click the button on the Anti-Spam Manager labeled “Train Now”. This will bring up the Training configuration tool.



To set the paths follow the same procedure used to set the “Inbox” in step 3 of this document. Once you have set the paths correctly click “Train now” on the Training configuration tool.



Spambayes add-in is now configured. Any mail you receive will remain in your “Inbox” if it is Ham (Goodmail) or be moved to your Spam or Neutral folders depending on its filter score.

Note – until you are comfortable with the way the filters are working you should check the spam and neutral mail folders periodically for incorrectly categorized mail.

For more information regarding Outlook go to www.microsoft.com

For more information about the installation and configuration of Spambayes go to <http://spambayes.sourceforge.net>