



DATA SHEET

## Maillock Gateway Outlook Add-in

For businesses using Windows Outlook, the Maillock Gateway add-in integrates with your everyday processes where you need it the most. Seamless and intuitive, it makes secure email simple, helping prevent data leaks at the click of a button.



FUNCTION	DESCRIPTION
<b>Secure email toggle</b>	Located in the Outlook ribbon, the secure email toggle allows you to double-check if you are sending your message secured or unsecured, easily switching from one to the other.
<b>Authentication</b>	As part of our packages, we offer varying levels of security and a choice of verification techniques. For the Maillock Secure Email Gateway, we provide email address, Unipass, Q&A and SMS authentication. Q&A allows you to ask your recipient a question only they will know the answer to. SMS authentication involves sending a code to your customers' phones that they must input to access their secure message. Unipass ID is an authentication method that can be used to verify the identity of financial services professionals.
<b>Revoke</b>	Although Maillock's authentication steps help prevent access by unintended recipients, mistakes can still happen - such as sending the wrong file or message. The revoke feature lets you instantly recall secure emails and attachments - individually or in bulk - without needing help from IT.
<b>Read notifications</b>	Engagement with customers is one of the key benefits of using secure email. Read notifications allow senders to be aware of when messages are opened by recipients, enabling them to follow up at the right time.
<b>Message tracking</b>	See who accessed your secure emails - or who didn't. View which authentication method was used for each message.
<b>Security alerts</b>	Security alerts (driven by a set of trigger words) are pre-configured for Maillock Gateway to prompt encryption when sensitive data is detected.
<b>Recipient validation</b>	Optional function that allows users to check they are sending a secure message to the correct person by confirming the recipient's email address.