



DATA SHEET

Maillock Outlook Add-in

For businesses using Outlook for Windows, the Maillock add-in brings security into your everyday workflow. Designed to be seamless and intuitive, the add-in makes secure email simple - protecting your business from data leaks with one click. Not using Outlook? No problem - Maillock works in any web browser, no add-in required.



FUNCTION	DESCRIPTION
Secure email toggle	Located in the Outlook ribbon, the secure email toggle lets you check whether you're sending your message securely, switching easily between secure and standard delivery.
Auto-decrypt	Double-click on any Outlook message that was secured with Maillock and it will be automatically decrypted. This ease-of-use feature makes secure messaging part of your everyday process without disrupting your workflow.
Authentication	We offer multiple levels of security and a choice of recipient authentication methods across our packages. For Maillock Free and Pro licences, we provide email address verification and Q&A authentication. Q&A prompts your recipient with a question only they can answer, verifying their identity and keeping your email safe from unauthorised access. For Pro licences, we offer additional methods including SMS and Unipass ID authentication.
Revoke	Although our authentication process helps prevent unauthorised access, mistakes can happen - such as sending the wrong message or attachment. Revoke lets you instantly recall your secure message and attachments - no IT support required.
Read notifications	Customer engagement 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.
Message tracking	The Message Tracker lets you see who opened (or didn't open) your secure messages - and which identity verification method was used.
Security alerts	Security alerts flag sensitive content using predefined keywords - with default alerts for Free users and custom options for Pro licence holders.
Recipient validation	An optional feature that lets users confirm the recipient's email address to make sure the secure message reaches the right person.