Email Delivery Setup for Print Manager Plus® Web Add-ons

INTRODUCTION:

This guide is designed to assist in setting up outgoing email for automated emailing of reports or for sending email receipts from the Release Station Ad On.

The Print Manager Plus Report Center, uses existing Microsoft Reporting features to provide reliable email functionality. The following will assist in helping you configure the outgoing email correctly.

PREREQUISITES:

There are a few pre-requisites required for emailing.

• A Licensed Print Manager Plus Web Add-On First a working install of either the Print Manager Plus Report Center Professional Edition or Print Manager Plus Release Station option are needed.

• Existing SMTP Email Account:

Secondly, an existing STMP Email Account on an SMTP Server is needed. You will need the following information from your ISP or Email Administrator.

- Outgoing SMTP Host Name
- Email Address
- Outgoing Username (usually the same as the email address)
- Account Password

Alternatively:

As an alternative, the PMP Report Center can use the SMTP service that allows anonymous sending of email.

Note: No Print Manager Plus products or add-ons include email addresses or services. These are normally provided by an Internet Service Provider.

SMTP Settings Example:

Outgoing SMTP Host Address: Email Address: Outgoing User Name: Accoun tPassword: smtp.mymailprovider.com me@mymailprovider.com me@mymailprovider.com pass1234



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INSTALLING THE SMTP SERVICE:

The following steps must first be taken to ensure the SMTP Outgoing service is installed.

1. Open Features within Server Manager

The first step in adding the SMTP Service, is to open **[Features]** within Server Manager. This can be done by opening Control Panel > Administrative Tools > Server Manager and then selecting the section labeled **[Features]**.



2. Add the SMTP Feature:

Next you will need to click the [Add Feature] button and then choose the [SMTP Server] in the list.

Features				
View the status of features installed on this server and add or remove features.				
• Features Summary	Features Summary Help			
• Features: 4 of 34 installed		Add Features		
Add Features Wizard		X		
Select Features				
Features	Select one or more features to install on this server.			
Confirmation Progress Results	Eeatures: Internet Printing Client Internet Storage Name Server LPR Port Monitor Message Queuing Multipath I/O Network Load Balancing Peer Name Resolution Protocol Quality Windows Audio Video Experience Remote Assistance Remote Server Administration Tools (Installed) Removable Storage Manager RPC over HTTP Proxy SIMPE Services SIMP Services SIMP Services Storage Manager for SANs	Description: <u>SMTP Server</u> supports the transfer of e-mail messages between e-mail systems.		

3. Finalize Feature Install:

To finalize and confirm your installation selection, click the **[Install]** button at the bottom of the screen. This will finish installing the SMTP Service.



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SETTING UP USING AN OUTGOING SMTP SERVER:

The following steps guide you through the most typical outgoing email setup for Server 2008.

 Open Internet Information Services (6.0) from within Administrative Tools: This component is part of Windows, and can be found in Control Panel > Administrative Tools > Internet Information Services. Note: Ensure you open the 6.0 Version of this Manager

6	Event Viewer	
۱	Internet Information Services (IIS) 6.0 Manager	
8	Internet Information Services (IIS) Manager	Internet Information Services (IIS) 6.0 Manager enables you
Q,	iSCSI Initiator	to configure IIS6.
4	Local Security Policy	

2. Open the Properties of the [SMTP Virtual Server #1]:

Within your IIS items, a "[SMTP Virtual Server #1]" should be listed. Right click and open the properties of this.



Important: If you are using this server and this SMTP Gateway for existing email sending services, it is recommended you consult your IIS Administrator to ensure these changes will not conflict with existing operations.

It may be necessary to add a second SMTP Outgoing gateway specifically for Report Center. See section "*How to Create an Additional SMTP Virtual Server*" in below Microsoft Article for details. <u>http://support.microsoft.com/kb/266686</u>



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3. **Open Relay Restriction:**

The first setting, is open Relay Restrictions by clicking the **[Relay]** button within the **[Access]** tab.

Default SMTP Virtual Server Properties	? ×	
General Access Messages Delivery LDAP Routing Se	ecurity	
Access control Edit the authentication methods for this <u>Authenti</u> resource.	ication	
Secure communication View or set the secure communications method used when this virtual server is accessed.	cate	
Connection control Grant or deny access to this resouce using IP addresses or Internet domain names.	ction	
Relay restrictions Grant or deny permissions to relay e-mail through this SMTP virtual server.		
OK Cancel Apply	Help	

4. Set Relay to Only Allow LocalHost:

Within relay, you should set your Relay Restrictions to only allow email to connections from this server. The best way to do this is to Grant access only from the home address (127.0.0.1).

Default S	MTP Virtual Server Properties
General	Access Messages Delivery LDAP Routing Security
Acce	ess control
Ed	Relay Restrictions
100	Select which computer may relay through this virtual server:
	Only the list below
Sec	C All except the list below
Vie me	Computers:
ac	Granted 127.0.0.1
Con	
Lin. IP	
Rela	Add Remain
thr	
	Allow all computers which successfully authenticate to relay, regardless of the list above.
	OK Cancel Help



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Web Application Setup

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5. **Open Delivery Settings – Advanced:**

Next you will need to browse to the **[Delivery]** tab and gain access to the Smart Host settings by clicking the **[Advanced]** button.

Default SMTP Virtual Server Properties ? 🗙				
General Access Messages Delivery LDAP Routing Security				
Coutbound				
First retry interval (minutes):	15			
Second retry interval (minutes):	30			
T <u>h</u> ird retry interval (minutes):	60			
S <u>u</u> bsequent retry interval (minutes):	240			
Delay notification:	12 Hours 💌			
Expiration timeout:	2 Days 💌			
Local				
Delay <u>n</u> otification:	12 Hours 💌			
Expiration timeout:	2 Days			
Outbound Security Outbound connect	tions Ad <u>v</u> anced			
OK Cancel	Apply Help			

6. Set the Smart Host:

Within the **[Advanced]** settings on the **[Delivery]** tab, there is a setting named Smart host. Specify your SMTP Host Address and click **[OK]**.

Advanced Delivery 🗙
Maximum hop count:
Masquerade <u>d</u> omain:
Eully-qualified domain name:
rctestserver.mydomain.local Check DNS
Smart host:
smtp.mymailprovider.com
Attempt direct delivery before sending to smart host
Perform reverse DNS lookup on incoming messages
OK Cancel <u>H</u> elp



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7. Open Outbound Security settings:

Back within the [Delivery] tab, click the [Outbound Security] button to open these settings.

Default SMTP Virtual Server Properties	? ×
General Access Messages Delivery L	DAP Routing Security
Outbound	
Eirst retry interval (minutes):	15
Second retry interval (minutes):	30
Third retry interval (minutes):	60
S <u>u</u> bsequent retry interval (minutes):	240
Delay notification:	12 Hours 💌
Expiration timeout:	2 Days 💌
Local	
Delay <u>n</u> otification:	12 Hours 💌
Expiration timeout:	2 Days 💌
Outbound Security	ections Advanced
OK Cancel	Apply Help

8. Set Outbound Security:

Within the Outbound Security settings, please specify the authentication as specified by your ISP or Email System Administrator.

Outbound Security		×	
C Anonymous access			
No user name or password required.			
• Basic authenticatio	n		
The password will b commands.	e sent over the network in clear text	using standard	
<u>U</u> ser name:	me@mymailprovider	Browse	
Password:	*******		
C Integrated Window	s Authentication		
The client and serve Interface.	er negotiate the Windows Security S	upport Provider	
A <u>e</u> count:		Bro <u>w</u> se	
Passwor <u>d</u> :	*******		
<u>I</u> LS encryption			
	OK Cancel	Help	

Outbound Security Options:

Typically, most Email Providers use Basic authentication as provided in the same.

However, many ISPs and Email providers allow Anonymous Access or Integrated Windows Authentication. Please consult your Email Provider if you uncertain what settings are correct for you.



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SETTING REPORT CENTER ENGINE TO USE EMAIL:

Once your email relay has been configured, you will need to specify that the Report Center Engine use this. (The web based Release Station is generally preconfigured to use the above relay).

1. Open the Microsoft SQL Server 2008 – Reporting Services Configuration Manager:

If you have installed the Report Center, then open the **[Reporting Services Configuration Manager]** by going to Start > Microsoft SQL Server 2008 > Configuration Tools > Reporting Services Configuration Manager.

m microsorcoQcoerver 2000				
🛅 Microsoft SQL Server 2008 🛛 🛛	· 💼	Configuration Tools	•	Reporting Services Configuration Manager
Microsoft Visual Studio 2005	2	Import and Export Data (32-bit)	5	SOL Server Configuration Manager

2. Connect to the PMPRC_ENGINE – Set Email Settings:

Once open, you may be prompted for an instance. Connect to the instanced named **PMPRC_Engine**. Within those settings, open the **[Email Settings]**.

Within Email settings, specify the From email address as your email address you wish to send email from and for SMTP Server specify **LocalHost** to ensure it will use the relay that has just been setup.

E-mail Settings		
To use report server e-mail, specify an existing SMTP server and an e-mail account that can send e-mail from that server.		
SMTP Settings To edit, change the fields and click the Apply button		
<u>S</u> ender Address:	me@mymailprovider.com	
Current SMTP Delivery Method:	Use SMTP server	
S <u>M</u> TP Server:	LocalHost	
Results		



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