

Video 10

Configuring Public Folders

© Train Signal, Inc., 2002-2007

Where we're going

- **Public Folder Architecture**
- **Scenario**
- **Tools for managing Public Folders**
- **Creating new Public Folders**
- **Assigning Public Folder permissions**
- **Allowing Public Folders to receive and send mail**

© Train Signal, Inc., 2002-2007

PF Architecture

- **How Public Folders Function**
 - Public Folders: a sense of history
 - (what does "de-emphasized" mean?)
 - Supported till 2016
 - Public folder data is kept in the public folder database
 - Multiple replicas of a public folder can be maintained on separate servers
 - Any sort of folder data can be kept in a public folder
 - Public folders can be given their own email addresses
 - You can configure Send-As permissions on a public folder

© Train Signal, Inc., 2002-2007

Scenario



Management Requests

- **New Public Folders need to be created and mail-enabled:**
 - Info
 - InboundFax
 - Research
 - ClientSupport
 - TradeConfirmations
- **Clive needs to be able to create subfolders & assign permissions on:**
 - Info
 - Client Support
- **Gandalf needs to have admin control over Research**
- **Data Entry group needs to have admin control over:**
 - InboundFax
 - Trade Confirmations

© Train Signal, Inc., 2002-2007

PF Management Tools



- **What we can use to manage PFs.**
 - Public Folder Management Console (PFMC) since SP1
 - Outlook (with proper perms)
 - Exchange Management Shell (EMS)

© Train Signal, Inc., 2002-2007

Creating Public Folders



- **Public folders are created as needed:**
 - With proper permissions, Outlook can be used
 - In the EMS
 - New-PublicFolder -name "Faxes"
 - In the EMC
 - By default, users have Author rights

© Train Signal, Inc., 2002-2007

Assigning PF Permissions



- **Setting Permissions can be done from Outlook or the EMS**
- **There are two ways to give admin permissions via EMS:**
 - Add-PublicFolderAdministratorPermission
 - Per-PF
 - Add-ExchangeAdministrator
 - General Admin rights, including to PF root
- **The EASIEST way is to use Add-PublicFolderClientPermission to assign ownership**
- **Check permissions in Outlook or in EMS with Get-PublicFolderClientPermission**
 - Set perms with Add/Remove/Set-PublicFolderClientPermission

© Train Signal, Inc., 2002-2007

Mail-enabling PFs



- **Working with mail and public folders:**
 - You can use either the EMC or the EMS to mail-enable a public folder
 - Check whether a folder is mail-enabled
 - Get-publicFolder | list mailenabled
 - Or
 - Get-MailPublicFolder
 - Setting Send-As permissions can be done in the Console

© Train Signal, Inc., 2002-2007

Wrap-up



- **Where we've been:**
 - Architecture overview
 - Tools needed for PF administration
 - Creating public folders
 - Setting PF permissions
 - Allowing mail to PFs and sending mail as PFs

© Train Signal, Inc., 2002-2007
