OLD DOMINION

Email: Release Messages from Quarantine

- 1. Open a browser and go to <u>https://security.microsoft.com/quarantine</u>.
- 2. Sign in with your ODU faculty/staff email address and click Next.



3. Enter your MIDAS password, then click Sign in.



4. Authenticate with your second factor (Duo).



5. You are now on the **Quarantine** page with a list of any messages that have been quarantined by Microsoft.

Information Technology Services



Take action on a quarantined email

1. Go to **Email & collaboration** > **Review** and select the box that says **Quarantine**.

\leftarrow	← C 🕒 https://security.microsoft.com/threatreview?tid=48bf86e8-11a2-4b8a-8cb3-68d8be2227f3								
	Microsoft 365 Defender	♀ Search							
=									
ŵ	Home	Review							
ď	Trials	Quarantine							
	Email & collaboration								
E	Review	Review quarantined messages and decide whether you							
⊵	Reports	want to release them to one or							
٢	Settings	more of the intended recipients.							
0	More resources								
Ø	Customize navigation								

2. On the **Email** tab, select each message you want to release to your inbox, then click **Release** (in the top ribbon). Then click **Release message** in the window that opens up on the right to confirm.

Review > Quarantine				Release message to your inbox	
Quarantine				Report message as having no threats	
Email					
🖒 Refresh 🗸 Release 🖉 Request	release 📋 Delete messages 😑 Preview message \cdots	More 🗸	1 c		
Filters: Time received: Last 30 days					
Time received	Subject	Sender	Quarantine reasc		
Jun 14, 2023 9:40:44 AM	TRIO and Equal Opportunity Centers: How Connections B	aboard@send.profswebinars.com	Spam		
Jun 10, 2023 3:06:44 PM	Sign up & Earn \$25 Gift Card - Exclusive Invite to the VIB	news@virtualization-online.org	Spam		
Jun 8, 2023 3:10:32 PM	Earn a \$25 Gift Card - Community Invitation	news@virtualization-online.org	Spam		
Jun 6, 2023 3:15:42 PM	Win 1 of 3 Apple Homepods - The Intersection of Data S	news@virtualization-online.org	Spam		
May 30, 2023 11:29:39 AM	Autism in Special Education : Legal Disputes Involving St	katie.hart@pro.webinarsaxis.com	Spam		
May 23, 2023 8:37:38 AM	Autism in Special Education: Legal Disputes Involving Stu	aboard@send.profswebinars.com	Spam		
May 19, 2023 10:22:56 AM	Final Reminder for Using High-Impact Practices to Advan	s.grey@update.onlineaudios-webinars.com	Spam		
May 17, 2023 10:05:34 AM	Sign up & Earn \$25 Gift Card - Exclusive Invite to the VIB	news@virtualization-online.org	Spam		
				Release message Cancel	

*Messages are received in UTC time zone, which is 4 hours ahead of EST. (Example: 8:00 a.m. EST is 12:00 PM UTC)

If you have any questions, contact the ITS Help Desk at <u>itshelp@odu.edu</u> or 757-683-3192.

Email: Release Messages from Quarantine