

Security Administration

XV

- ♦ Chapter 70, “GroupWise Passwords,” on page 1111
- ♦ Chapter 71, “Encryption and Certificates,” on page 1117
- ♦ Chapter 72, “LDAP Directories,” on page 1127
- ♦ Chapter 73, “Message Security,” on page 1131
- ♦ Chapter 74, “Address Book Security,” on page 1133
- ♦ Chapter 75, “GroupWise Administrator Rights,” on page 1135
- ♦ Chapter 76, “GroupWise Agent Rights,” on page 1147
- ♦ Chapter 77, “GroupWise User Rights,” on page 1149
- ♦ Chapter 78, “Spam Protection,” on page 1155
- ♦ Chapter 79, “Virus Protection,” on page 1157

See also Part XVI, “Security Policies,” on page 1159.

Access to GroupWise® mailboxes is protected by post office security settings or GroupWise passwords. Agent passwords grant access to remote servers and to Novell® eDirectory™, and protect access to GroupWise agent status information.

- ♦ [Section 70.1, “Mailbox Passwords,” on page 1111](#)
- ♦ [Section 70.2, “Agent Passwords,” on page 1115](#)

See also [Part XVI, “Security Policies,” on page 1159](#).

70.1 Mailbox Passwords

When you are setting up a new GroupWise system, you need to determine what kind of password protection you want to have on users’ GroupWise mailboxes before users start running GroupWise. In ConsoleOne®, you can choose where password information is obtained when users log in to GroupWise and you can set defaults under Client Options to enforce your choices. You and GroupWise client users should keep in mind that GroupWise passwords are case sensitive.

- ♦ [Section 70.1.1, “Using Post Office Security Instead of GroupWise Passwords,” on page 1111](#)
- ♦ [Section 70.1.2, “Requiring GroupWise Passwords,” on page 1112](#)
- ♦ [Section 70.1.3, “Managing GroupWise Passwords,” on page 1112](#)
- ♦ [Section 70.1.4, “Using LDAP Passwords Instead of GroupWise Passwords,” on page 1114](#)
- ♦ [Section 70.1.5, “Bypassing Mailbox Passwords to Respond to Corporate Mandates,” on page 1114](#)

70.1.1 Using Post Office Security Instead of GroupWise Passwords

When you create a new post office, you must select a security level for it.

If you select Low Security for the post office, users are not required to set passwords on their GroupWise mailboxes. However, passwordless mailboxes are completely unprotected from other users who know how to use the `@u-user_ID` startup switch.

If you select High Security for the post office, users are still not required to set passwords on their GroupWise mailboxes, but they are required to be successfully logged in to a network before they can access their own passwordless mailboxes. Users cannot access other users’ passwordless mailboxes.

After you select High Security, you can further enhance post office security by requiring specific types of authentication before users can access their passwordless GroupWise mailboxes. You can require eDirectory authentication so that users must be logged into eDirectory before they can access their passwordless GroupWise mailboxes.

In spite of these passwordless solutions to GroupWise mailbox security, users are always free to set their own GroupWise passwords on their mailboxes. When they do, the post office security settings no longer apply (except for LDAP authentication as discussed below) and users are regularly faced

with both logins unless some additional password options are selected for them, as described in the following sections.

70.1.2 Requiring GroupWise Passwords

Users are required to set passwords on their GroupWise mailboxes if they want to access their GroupWise mailboxes in any of the following ways:

- ◆ Using Caching mode or Remote mode in the GroupWise Windows client
- ◆ Using Caching mode in the GroupWise Cross-Platform client
- ◆ Using their Web browsers and the GroupWise WebAccess client
- ◆ Using an IMAP e-mail client
- ◆ Accessing a GroupWise mailbox as an external entity rather than as an eDirectory user

70.1.3 Managing GroupWise Passwords

When GroupWise passwords are in use in addition to network passwords, there are a variety of things you can do to make GroupWise password management easier for your and to make the additional GroupWise password essentially transparent for your GroupWise users.

- ◆ [“Establishing a Default GroupWise Password for New Accounts” on page 1112](#)
- ◆ [“Accepting eDirectory Authentication Instead of GroupWise Passwords” on page 1112](#)
- ◆ [“Using Novell SecureLogin to Handle GroupWise Passwords” on page 1113](#)
- ◆ [“Allowing Windows to Cache GroupWise Passwords” on page 1113](#)
- ◆ [“Using Intruder Detection” on page 1113](#)
- ◆ [“Resetting GroupWise Passwords” on page 1113](#)
- ◆ [“Synchronizing GroupWise Passwords and LDAP Passwords” on page 1114](#)

NOTE: A GroupWise password can contain as many as 64 characters and can contain any typeable characters.

Establishing a Default GroupWise Password for New Accounts

If you want to require users to have GroupWise passwords on their mailboxes, you can establish the initial passwords when you create the GroupWise accounts. In ConsoleOne, you can establish a default mailbox password to use automatically on all new GroupWise accounts, as described in [Section 13.1, “Establishing a Default Password for All New GroupWise Accounts,” on page 203](#). Or you can set the password on each new GroupWise account as you create it.

Keep in mind that some situations require users to have passwords on their GroupWise mailboxes, as listed in [Section 70.1.2, “Requiring GroupWise Passwords,” on page 1112](#).

Accepting eDirectory Authentication Instead of GroupWise Passwords

When you create users in eDirectory, you typically assign them network passwords and users must provide those passwords when they log in to the network. If you want to make GroupWise mailbox access easy for client users, you can select *Allow eDirectory Authentication Instead of Password* (ConsoleOne > Tools > GroupWise Utilities > Client Options > Password). This allows GroupWise

users to select *No Password Required with eDirectory* (Windows client > *Tools* > *Security* > *Password*).

NOTE: This option is not available in the Cross-Platform client or the WebAccess client.

As long as users who select this option are logged into eDirectory as part of their network login, they are not prompted by GroupWise for a password when they access their GroupWise mailboxes. If they are not logged in to eDirectory, they must provide their GroupWise passwords in order to access their GroupWise mailboxes.

Using Novell SecureLogin to Handle GroupWise Passwords

If users have Novell SecureLogin installed on their workstations, you can select *Enable Single Sign-On* (ConsoleOne > *Tools* > *GroupWise Utilities* > *Client Options* > *Security* > *Password*). This allows GroupWise users to select *Use Single Sign-On* (Windows client > *Tools* > *Security* > *Password*). Users need to provide their GroupWise mailbox password only once and thereafter SecureLogin provides it for them as long as they are logged in to eDirectory.

NOTE: This option is not available in the Cross-Platform client or the WebAccess client.

Allowing Windows to Cache GroupWise Passwords

If you want to allow password information to be stored on Windows workstations, you can select *Allow Password Caching* (ConsoleOne > *Tools* > *GroupWise Utilities* > *Client Options* > *Security* > *Password*). This allows GroupWise users to select *Remember My Password* (Windows client > *Tools* > *Security* > *Password*). Users need to provide their GroupWise mailbox passwords only once and thereafter Windows provides them automatically.

NOTE: This option is not available in the Cross-Platform client or the WebAccess client.

Using Intruder Detection

Intruder detection identifies system break-in attempts in the form of repeated unsuccessful logins. If someone cannot provide a valid username and password combination within a reasonable time, then that person probably does not belong in your GroupWise system.

Intruder detection for the GroupWise Windows client and Cross-Platform client is performed by the POA and is configurable. You can set the number of failed login attempts before lockout, the length of the lockout, and so on. If a user is locked out, you can re-enable his or her account in ConsoleOne. See [Section 36.3.5, “Enabling Intruder Detection,” on page 506](#).

Intruder detection for the GroupWise WebAccess client is built in and is not configurable. After five failed login attempts, the user is locked out for 10 minutes. If a user is locked out, the user must wait for the lockout period to end (unless you want to restart the WebAccess Agent).

Resetting GroupWise Passwords

In ConsoleOne, you can remove a user’s password from his or her mailbox if the password has been forgotten and needs to be reset (User object > *Tools* > *GroupWise Utilities* > *Client Options* > *Security* > *Password*). If necessary, you can remove the passwords from all mailboxes in a post office (Post Office object > *Tools* > *Mailbox/Library Maintenance* > *Reset Client Options*) This resets all or users’ client options settings, not just the passwords.

It is easy for GroupWise users to reset their own passwords (Windows or Cross-Platform client > Tools > Options > Security > Password). However, if this method is used when users are in Caching or Remote mode, this changes the password on the local Caching or Remote mailboxes, but does not change the password on the Online mailboxes. To change the Online mailbox password while in Caching or Remote mode, users must use a method they might not be familiar with (Windows client > Accounts > Account Options > Novell GroupWise Account > Properties > Advanced > Online Mailbox Password).

It is also easy for WebAccess users to reset their own passwords (WebAccess client > Options > Password). However, you might not want users to be able to reset their GroupWise passwords from Web browsers. In ConsoleOne, you can prevent WebAccess client users from resetting their GroupWise passwords (ConsoleOne > GroupWiseWebAccess object > Application > Settings). Windows and Cross-Platform client users cannot be prevented from changing their GroupWise passwords.

Synchronizing GroupWise Passwords and LDAP Passwords

There is no automatic procedure for synchronizing GroupWise passwords and eDirectory passwords. However, if you use LDAP authentication, synchronization becomes a moot point because GroupWise users are authenticated through an LDAP directory (such as eDirectory) rather than by using GroupWise passwords. See [Section 70.1.4, “Using LDAP Passwords Instead of GroupWise Passwords,” on page 1114](#).

70.1.4 Using LDAP Passwords Instead of GroupWise Passwords

Instead of using GroupWise passwords, users’ password information can be validated using an LDAP directory. In order for users to use their LDAP passwords to access their GroupWise mailboxes, you must define one or more LDAP servers in your GroupWise system and configure the POA for each post office to perform LDAP authentication, as described in [Section 36.3.4, “Providing LDAP Authentication for GroupWise Users,” on page 501](#).

When LDAP authentication is enabled, you can control whether users can use the GroupWise client to change their LDAP passwords (ConsoleOne > Post Office object > GroupWise > Security). If you allow them to, GroupWise users can change their passwords through the Security Options dialog box (Windows and Cross-Platform client > Tools > Options > Security) or on the Passwords page (GroupWise WebAccess client > Options > Password). If you do not allow them to change their LDAP passwords in the GroupWise client, users must use a different application in order to change their LDAP passwords.

You and users can use some of the same methods to bypass LDAP passwords as you can use for bypassing GroupWise passwords. See [“Accepting eDirectory Authentication Instead of GroupWise Passwords” on page 1112](#) and [“Allowing Windows to Cache GroupWise Passwords” on page 1113](#).

For more information about LDAP passwords, see [Section 72.3, “Authenticating to GroupWise with Passwords Stored in an LDAP Directory,” on page 1127](#).

70.1.5 Bypassing Mailbox Passwords to Respond to Corporate Mandates

Sometimes it is necessary to access user mailboxes to meet corporate mandates such as virus scanning, content filtering, or e-mail auditing that might be required during litigation. These types of

mailbox access are obtain using trusted applications, third-party programs that can log into Post Office Agents (POAs) in order to access GroupWise mailboxes. For more information about using trusted application to bypass mailbox passwords, see [Section 4.12, “Trusted Applications,” on page 69](#)

70.2 Agent Passwords

Agent passwords facilitate access to remote servers where domains, post office, and document storage areas are located and access to eDirectory for synchronization of user information between GroupWise and eDirectory. They also protect GroupWise Monitor and the agent Web consoles from unauthorized access.

- ◆ [Section 70.2.1, “Facilitating Access to Remote Servers,” on page 1115](#)
- ◆ [Section 70.2.2, “Facilitating Access to eDirectory,” on page 1116](#)
- ◆ [Section 70.2.3, “Protecting the Agent Web Consoles,” on page 1116](#)
- ◆ [Section 70.2.4, “Protecting the GroupWise Monitor Web Console,” on page 1116](#)

70.2.1 Facilitating Access to Remote Servers

If the NetWare[®] POA runs on a server other than where the post office database and directory structure are located, it needs to log in to that remote server using an existing username and password. There are several ways to provide this information:

- ◆ Fill in the Remote User Name and Remote Password fields on the Post Office Settings page of the Post Office object in ConsoleOne
- ◆ Add the `/dn` startup switch to the POA startup file to provide the fully distinguished name of the NetWare POA object
- ◆ Add the `/user` and `/password` startup switches to the POA startup file to provide a username and password

The Windows POA also needs username and password information if it needs to access a document storage area on a server other than the one where the post office database and directory structure are located. The three methods listed above can be used for this situation as well. The Windows POA does not need username and password information in order to access the post office directory because it should already have a drive mapped to that location.

If the NetWare MTA, Internet Agent, or WebAccess Agent runs on a server other than where the domain database and directory structure are located, it needs to log in to that remote server using an existing username and password. All three of these agents support the `/user` and `/password` switches for this purpose. The MTA also supports the `/dn` switch parallel to the POA. You cannot currently use ConsoleOne to specify username and password information for these agents.

Providing passwords in clear text in a startup file might seem like a security risk. However, the servers where the agents run should be kept physically secure. If an unauthorized person did gain physical access, they would not be doing so for the purpose of obtaining these particular passwords. And the passwords are encrypted as they pass over the wire between servers, so the security risk is minimal.

70.2.2 Facilitating Access to eDirectory

If you have enabled eDirectory user synchronization, the MTA must be able to log in to eDirectory in order to obtain the updated user information. An eDirectory-enabled MTA should be installed on a server where a local eDirectory replica is located.

If the eDirectory-enabled NetWare MTA is running on a different server from where the domain is located, you must add the /user and /password switches, or the /dn switch, to the MTA startup file so that the MTA can authenticate to eDirectory. The /dn switch is preferable, so that username and password information is not exposed in the MTA startup file. If the NetWare MTA is running on the same server where the domain is located, the MTA can look up the distinguished name in the domain database.

For the eDirectory-enabled Windows MTA, you must add the /user and /password switches to the MTA startup file in order to specify the network user account that the MTA should use to authenticate to eDirectory.

For more information, see [Section 41.4.1, “Using eDirectory User Synchronization,” on page 638](#).

70.2.3 Protecting the Agent Web Consoles

When you install the POA and the MTA, they are automatically configured with an agent Web console and no password protection is provided. When you install the Internet Agent and the WebAccess Agent, you can choose whether to enable the agent Web console during installation. If you do, you can provide password protection at that time.

If you do not want agent Web console status information available to anyone who knows the agent network address and port number, you should set passwords on your agent Web console, as described in the following sections:

- ◆ [Section 37.2, “Using the POA Web Console,” on page 530](#)
- ◆ [Section 42.2, “Using the MTA Web Console,” on page 657](#)
- ◆ [Section 49.2, “Using the Internet Agent Web Console,” on page 787](#)
- ◆ [Section 56.1.2, “Using the WebAccess Agent Web Console,” on page 929](#)

If you plan to access the agent Web consoles from GroupWise Monitor, it is most convenient if you use the same password on all agent Web consoles. That way, you can provide the agent Web console password once in GroupWise Monitor, rather than having to provide various passwords as you view the Web consoles for various agents. For information about providing the agent Web console password in GroupWise Monitor, see [Section 59.4, “Configuring Polling of Monitored Agents,” on page 978](#).

70.2.4 Protecting the GroupWise Monitor Web Console

Along with the agent Web consoles, you can also provide password protection for the Monitor Web console itself, from which all the agent Web consoles can be accessed. For instructions, see [Section 59.8, “Configuring Authentication and Intruder Lockout for the Monitor Web Console,” on page 985](#).

Although GroupWise® native encryption is employed throughout your GroupWise system, additional security measures should be utilized to secure your GroupWise data.

- ♦ [Section 71.1, “Personal Digital Certificates, Digital Signatures, and S/MIME Encryption,” on page 1117](#)
- ♦ [Section 71.2, “Server Certificates and SSL Encryption,” on page 1119](#)
- ♦ [Section 71.3, “Trusted Root Certificates and LDAP Authentication,” on page 1123](#)

See also [Part XVI, “Security Policies,” on page 1159](#).

71.1 Personal Digital Certificates, Digital Signatures, and S/MIME Encryption

If desired, you can implement S/MIME encryption for GroupWise client users by installing various security providers on users’ workstations, including:

- ♦ [Entrust* 4.0 or later \(http://www.entrust.com\)](http://www.entrust.com)
- ♦ Microsoft Base Cryptographic Provider 1.0 or later (included with Internet Explorer 4.0 or later)
- ♦ [Microsoft Enhanced Cryptographic Provider 1.0 or later \(http://www.microsoft.com/windows/ie/downloads/recommended/128bit/default.asp\)](http://www.microsoft.com/windows/ie/downloads/recommended/128bit/default.asp)
- ♦ [Microsoft Strong Cryptographic Provider \(http://www.siliconprairies.com/spsckb/EncryptAll/strong_cryptographic_provider.htm\)](http://www.siliconprairies.com/spsckb/EncryptAll/strong_cryptographic_provider.htm)
- ♦ [Gemplus GemSAFE Card CSP 1.0 or later \(http://www.gemplus.com\)](http://www.gemplus.com)
- ♦ [Schlumberger Cryptographic Provider \(http://www.slb.com\)](http://www.slb.com)

For additional providers, consult the [Novell Partner Product Guide \(http://www.novell.com/partnerguides\)](http://www.novell.com/partnerguides).

These products enable users to digitally sign and/or encrypt their messages using S/MIME encryption. When a sender digitally signs a message, the recipient is able to verify that the item was not modified en route and that it originated from the sender specified. When a sender encrypts a message, the sender ensures that the intended recipient is the only one who can read it. Digitally signed and/or encrypted messages are protected as they travel across the Internet, whereas native GroupWise encryption is removed as messages leave your GroupWise system.

After users have installed the S/MIME security providers on their workstations, you can configure default functionality for it in ConsoleOne® (Domain, Post Office, or User object > *Tools* > *GroupWise Utilities* > *Client Options* > *Send* > *Security*). You can specify a URL from which you want users to obtain their S/MIME certificates. You can require the use of digital signatures and/or encryption, rather than letting users decide when to use them. You can even select the encryption algorithm and encryption key size if necessary. For more information, see [Section 65.2.2, “Modifying Send Options,” on page 1062](#).

After you have configured S/MIME functionality in ConsoleOne, GroupWise users must select the security provider (Windows client > *Tools* > *Options* > *Security* > *Send Options*) and then obtain a personal digital certificate. Unless you installed Entrust, users can request certificates (Windows client > *Tools* > *Options* > *Certificates* > *Get Certificate*). If you provided a URL, users are taken to the Certificate Authority of your choice. Otherwise, certificates for use with GroupWise can be obtained from various certificate providers, including:

- ◆ Novell, Inc. (if you have installed Novell® Certificate Server™ 2 or later (<http://www.novell.com/products/certserver>))
- ◆ VeriSign*, Inc. (<http://www.verisign.com>)
- ◆ Thawte* Certification (<http://www.thawte.com>)
- ◆ GlobalSign* (<http://www.globalsign.com>)

NOTE: Some certificate providers charge a fee for certificates and some do not.

After users have selected the appropriate security provider and obtained a personal digital certificate, they can protect their messages with S/MIME encryption by digitally signing them (Windows client > *Actions* > *Sign Digitally*) and/or encrypting them (Windows client > *Actions* > *Encrypt*). Buttons are added to the GroupWise toolbar for convenient use on individual messages, or users can configure GroupWise to always use digital signatures and/or encryption (Windows client > *Tools* > *Options* > *Security* > *Send Options*). The messages they send with digital signatures and/or encryption can be read by recipients using any other S/MIME-enabled e-mail products.

GroupWise Windows client users are responsible for managing their personal digital certificates. Users can have multiple personal digital certificates. In the GroupWise client, users can view their own certificates, view the certificates they have received from their contacts, access recipient certificates from LDAP directories (see [Section 72.4, “Accessing S/MIME Certificates in an LDAP Directory,” on page 1128](#) for details), change the trust level on certificates, import and export certificates, and so on.

The certificates are stored in the local certificate store on the user’s workstation. They are not stored in GroupWise. Therefore, if a user moves to a different workstation, he or she must import the personal digital certificate into the certificate store on the new workstation, even though the same GroupWise account is being accessed.

If your system includes smart card readers on users’ workstations, certificates can be retrieved from this source as well, so that after composing a message, users can sign them by inserting their smart cards into their card readers. The GroupWise client picks up the digital signature and adds it to the message.

The GroupWise Windows client verifies the user certificate to ensure that it has not been revoked. It also verifies the Certificate Authority. If a certificate has expired, the GroupWise user receives a warning message.

For complete details about using S/MIME encryption in the GroupWise Windows client, see [“Sending S/MIME Secure Message”](#) in the *GroupWise 7 Windows Client User Guide*.

NOTE: S/MIME encryption is not available in the Cross-Platform client or the WebAccess client.

Any messages that are not digitally signed or encrypted are still protected by native GroupWise encryption as long as they are within your GroupWise system.

71.2 Server Certificates and SSL Encryption

You should strengthen native GroupWise encryption with Secure Sockets Layer (SSL) communication between servers where GroupWise agents are installed. If you have not already set up SSL on your system, you must complete the following tasks:

- ◆ [Section 71.2.1, “Generating a Certificate Signing Request,” on page 1119](#)
- ◆ [Section 71.2.2, “Using a GWCSRGEN Configuration File,” on page 1120](#)
- ◆ [Section 71.2.3, “Submitting the Certificate Signing Request to a Certificate Authority,” on page 1121](#)
- ◆ [Section 71.2.4, “Creating Your Own Certificate,” on page 1121](#)
- ◆ [Section 71.2.5, “Installing the Certificate on the Server,” on page 1123](#)
- ◆ [Section 71.2.6, “Configuring the Agents to Use SSL,” on page 1123](#)

If you have already set up SSL on your system and are using it with other applications besides GroupWise, skip to [Section 71.2.6, “Configuring the Agents to Use SSL,” on page 1123](#).

71.2.1 Generating a Certificate Signing Request

Before the GroupWise agents can use SSL, you must create a Certificate Signing Request (CSR) and obtain a public certificate file. The CSR includes the hostname of the server where the agents run. Therefore, you must create a CSR for every server where you want the GroupWise agents to use SSL. However, all GroupWise agents running on the same server can all use the same resulting certificate, so you do not need separate CSRs for different agents. The CSR also includes your choice of name and password for the private key file that must be used with each certificate. This information is needed when configuring the agents to use SSL.

One way to create a CSR is to use the GWCSRGEN utility. This utility takes the information you provide and creates a `.csr` file from which a public certificate file can be generated.

- 1 Start the GroupWise Generate CSR utility.

Linux: The utility (`gwcsrgen`) is installed to the `/opt/novell/groupwise/agents/bin` directory. You must be logged in as root to start the utility.

Windows: The utility (`gwcsrgen.exe`) is located in the `\admin\utility\gwcsrgen` directory either on the *GroupWise 7 Administrator for NetWare/Windows* CD or in the GroupWise software distribution directory.



The screenshot shows a Windows-style dialog box titled "Certificate Signing Request". It is divided into two main sections. The top section, "Private Key", contains three text input fields: "Key filename", "Key password", and "Verify password". The bottom section, "Certificate Signing Request", contains one text input field: "CSR filename". To the right of these sections are three buttons: "Create", "Cancel", and "Help". Below the input fields is a section titled "Required Information" which contains six text input fields arranged in two columns: "Country", "State/Province", "City", "Organization", "Division", and "Hostname of Server".

- 2 Fill in the fields in the Private Key box. The private key information is used to create both the Private Key file and the Certificate Signing Request file.

Key Filename: Specify a name for the Private Key file (for example, `server1.key`). If you don't want the file stored in the same directory as the GWCSRGEN utility, specify a full path with the filename (for example, `c:\server1.key` or `/opt/novell/groupwise/certs/server1.key`).

Key Password: Specify the password for the private key. The password can be up to 256 characters (single-byte environments).

Verify Password: Specify the password again.

- 3 Fill in the fields in the Certificate Signing Request box.

CSR Filename: Specify a name for the Certificate Signing Request file (for example, `server1.csr`). If you don't want the file stored in the same directory as the GWCSRGEN utility, specify a full path with the filename (for example, `c:\server1.csr` or `/opt/novell/groupwise/certs/server1.csr`).

- 4 Fill in the fields in the *Required Information* box. This information is used to create the *Certificate Signing Request* file. You must fill in all fields to generate a valid CSR file.

Country: Specify the two-letter abbreviation for your country (for example, US).

State/Province: Specify the name of your state or province (for example, Utah). Use the full name. Do not abbreviate it.

City: Specify the name of your city (for example, Provo).

Organization: Specify the name of your organization (for example, Novell, Inc.).

Division: Specify your organization's division that this certificate is being issued to (for example, Novell Product Development).

Hostname of Server: Specify the DNS hostname of the server where the server certificate will be used (for example, `dev.provo.novell.com`).

- 5 Click *Create* to generate the CSR file and Private Key file.

The CSR and Private Key files are created with the names and in the locations you specified in the *Key Filename* and *CSR Filename* fields.

71.2.2 Using a GWCSRGEN Configuration File

For convenience if you need to generate multiple certificates, you can record the information for the above fields in a configuration file so that the information is automatically provided whenever you run the Generate CSR utility. The configuration file must have the following format:

```
[Private Key]
Location =
Extension = key

[CSR]
Location =
Extension = csr

[Required Information]
Country =
State =
City =
Organization =
```

Division =
Hostname =

If you do not want to provide a default for a certain field, insert a comment character (#) in front of that line. Name the file `gwcsrgen.cnf`. Save the file in the same directory where the utility is installed:

Linux: /opt/novell/groupwise/agents/bin
Windows: \grpwise\software\admin\utility\gwcsrgen

71.2.3 Submitting the Certificate Signing Request to a Certificate Authority

To obtain a server certificate, you can submit the Certificate Signing Request (`server_name.csr` file) to a Certificate Authority. If you have not previously used a Certificate Authority, you can use the keywords “Certificate Authority” to search the Web for Certificate Authority companies. The Certificate Authority must be able to provide the certificate in Base64/PEM or PFX format.

The process of submitting the CSR varies from company to company. Most provide online submission of the request. Please follow their instructions for submitting the request.

71.2.4 Creating Your Own Certificate

The Novell Certificate Server, which runs on a NetWare® server with Novell eDirectory™, enables you to establish your own Certificate Authority and issue server certificates for yourself. For complete information, see the [Novell Certificate Server Web site \(http://www.novell.com/products/certserver\)](http://www.novell.com/products/certserver).

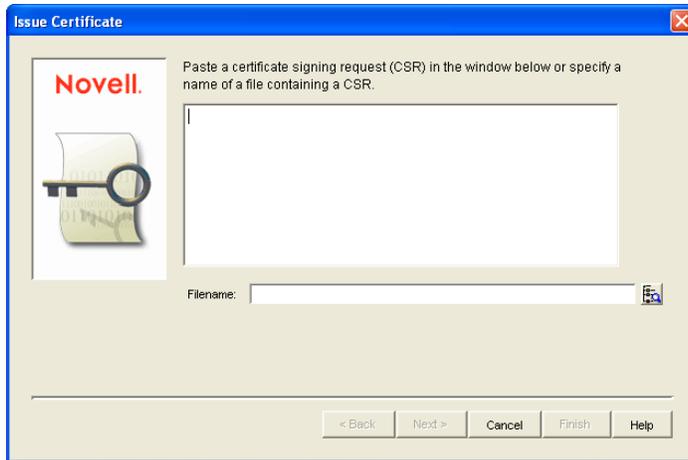
To quickly create your own public certificate in ConsoleOne:

- 1 Click *Help > About Snap-ins* to see if the Certificate Server snap-in to ConsoleOne is installed.

If it is not installed, you can obtain it from [Novell Product Downloads \(http://download.novell.com\)](http://download.novell.com). If you are using eDirectory on Linux, the Certificate Server snap-in is installed by default.

NOTE: You can create a server certificate in Novell iManager, as well as in ConsoleOne, using steps similar to those provided below.

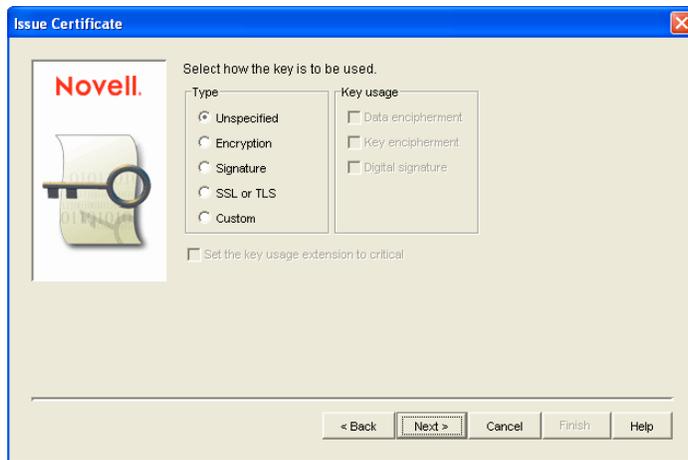
- 2 Browse to and select the container where your Server object is located.
- 3 Click *Tools > Issue Certificate*.



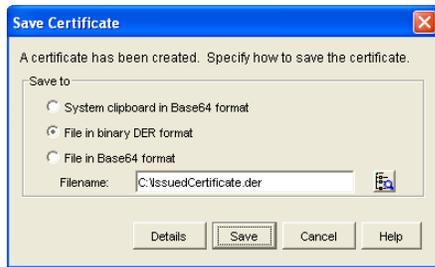
- 4 Browse to and select the CSR file created by GWCSRGEN in [Section 71.2.1, “Generating a Certificate Signing Request,”](#) on page 1119, then click *Next*.

By default, your own organizational certificate authority signs the request.

- 5 Click *Next*.



- 6 In the *Type* box, select *Custom*.
- 7 In the *Key Usage* box, select all three usage options.
- 8 Click *Next*.
- 9 In the *Validity Period* field, select the length of time you want the certificate to be valid.
You might want to change the setting to a longer period of time to best meet the needs of your organization.
- 10 Click *Next*, view the summary information, then click *Finish*.



11 Select *File in Base64 Format*.

12 Specify the path and filename for the certificate.

Limit the filename to 8 characters. You can retain the `.b64` extension or use the more general `.cert` extension.

13 Click *Save*.

71.2.5 Installing the Certificate on the Server

After processing your CSRs, the Certificate Authority sends you a public certificate (`server_name.b64`) file for each CSR. You might need to extract the private key from the public certificate. The private key file might have an extension such as `.pem` or `.pfx`. The extension is unimportant as long as the file format is correct.

If you used the Issue Certificate feature in ConsoleOne, as described in [Section 71.2.4, “Creating Your Own Certificate,”](#) on page 1121, it generated the public certificate file (`server_name.b64`) and private key file (`server_name.key`).

Copy the files to any convenient location on each server. The location must be accessible to the GroupWise agents that run on the server.

71.2.6 Configuring the Agents to Use SSL

To configure the agents to use SSL you must first enable them for SSL and then provide certificate and key file information. For detailed instructions, see the following sections:

- ◆ [“Securing the Post Office with SSL Connections to the POA”](#) on page 498
- ◆ [“Securing the Domain with SSL Connections to the MTA”](#) on page 629
- ◆ [Securing Internet Agent Connections with SSL](#)
- ◆ [Securing WebAccess Agent Connections with SSL](#)

71.3 Trusted Root Certificates and LDAP Authentication

LDAP authentication, as described in [Section 36.3.4, “Providing LDAP Authentication for GroupWise Users,”](#) on page 501, relies on the presence of a trusted root certificate (often named `rootcert.der`) located on your LDAP server. A trusted root certificate is automatically created

for a server when you install eDirectory on that server. However, circumstances might arise where you need to create one manually. You can do this in ConsoleOne.

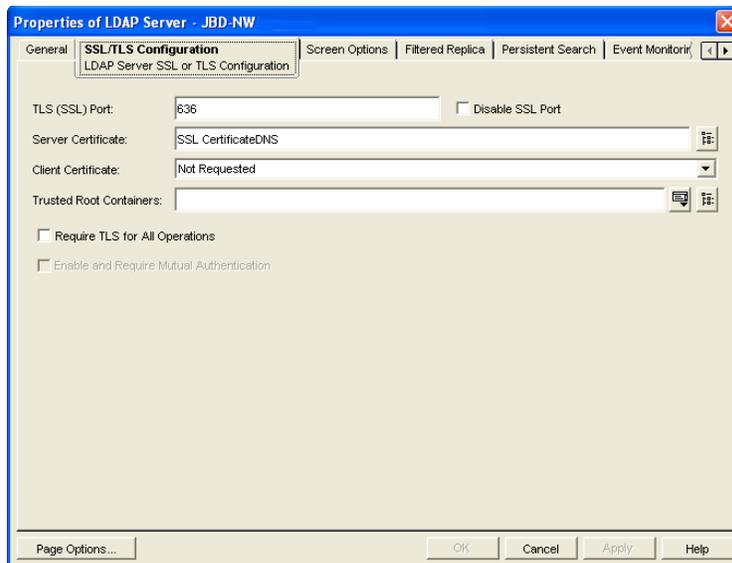
- 1 Make sure that Novell International Cryptography Infrastructure (NICI) is installed on the workstation where you run ConsoleOne.

If necessary, you can download NICI from the [Novell Product Downloads site \(http://download.novell.com\)](http://download.novell.com).

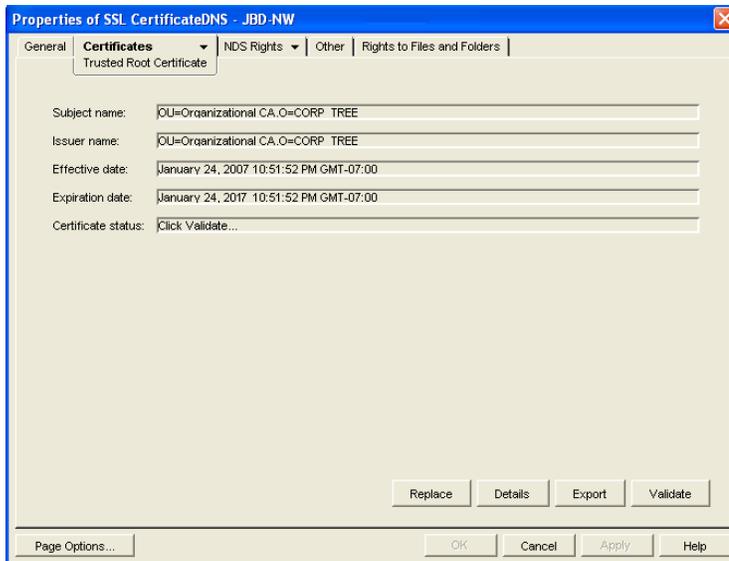
- 2 In ConsoleOne, click *Help > About Snapins* and verify that the following snap-ins are installed:
 - ♦ Novell LDAP
 - ♦ Novell Certificate Server
 - ♦ Novell Modular Authentication Services (NMAS)

You can download these snap-ins from the [Novell Product Downloads site \(http://download.novell.com\)](http://download.novell.com). After these snap-ins are installed, you can generate a trusted root certificate for the LDAP server.

- 3 In ConsoleOne, check current SSL/TLS configuration of the LDAP server:
 - 3a Browse to and right-click the LDAP Server object in your eDirectory tree (typically named `LDAP Server - server_name`), then click *Properties*.
 - 3b Click *SSL/TLS Configuration*.



- 3c Note the name of the server certificate (typically `SSL CertificateDNS`).
 - 3d Make sure that *Disable SSL Port* is not selected.
- 4 Export a trusted root certificate:
 - 4a Browse to and right-click the SSL Certificate object identified in **Step 3c**, then click *Properties*.
 - 4b Click *Certificates*.



- 5 Click *Validate*, then click *OK*.
- 6 Click *Export*.
- 7 When asked if you want to export the private key with the certificate, select *No*, then click *Next*.
- 8 In the *Output Format* box, select *File in Binary DER Format*.
- 9 In the *Filename* field, specify the full path and filename for the trusted root certificate.

IMPORTANT: For use with GroupWise, the name of the trusted root certificate file can consist of 8 characters plus the `.der` extension. It cannot be a long filename. The most convenient location for the trusted root certificate for use with GroupWise is in the directory where the POA software is installed.

- 10 Click *Next*, then click *Finish*.

You are now ready to configure the POA for LDAP authentication, as described in [Section 36.3.4, “Providing LDAP Authentication for GroupWise Users,”](#) on page 501.

LDAP (Lightweight Directory Access Protocol) is a standard Internet protocol for accessing commonly used network directories. If you are new to GroupWise® or LDAP, you might find it useful to review TID 2955731: GroupWise and LDAP in the [Novell Support Knowledgebase](http://www.novell.com/support/supportcentral). (<http://www.novell.com/support/supportcentral>) This TID provides an overview of LDAP and explains the two address-book-related ways that GroupWise makes use of LDAP. This section briefly summarizes the address book usages of LDAP and explains how LDAP can also be used to store security information such as passwords and certificates for use with GroupWise.

- ♦ [Section 72.1, “Accessing Public LDAP Directories from GroupWise,” on page 1127](#)
- ♦ [Section 72.2, “Offering the GroupWise Address Book as an LDAP Directory,” on page 1127](#)
- ♦ [Section 72.3, “Authenticating to GroupWise with Passwords Stored in an LDAP Directory,” on page 1127](#)
- ♦ [Section 72.4, “Accessing S/MIME Certificates in an LDAP Directory,” on page 1128](#)

See also [Part XVI, “Security Policies,” on page 1159](#).

72.1 Accessing Public LDAP Directories from GroupWise

The GroupWise client uses LDAP to provide access to directory services such as Bigfoot* and Switchboard*. This enables GroupWise users to select e-mail addresses from these popular directory services and add them to their personal GroupWise address books. See [“Using LDAP in the Address Book”](#) in [“Using the Address Book”](#) in the *GroupWise 7 Windows Client User Guide*.

72.2 Offering the GroupWise Address Book as an LDAP Directory

The GroupWise Internet Agent uses LDAP to make the GroupWise address book available to any LDAP-enabled client. This enables users of other e-mail clients to define GroupWise address books as LDAP directories from which they can select e-mail addresses. See [Section 46.2, “Configuring LDAP Services,” on page 737](#). See also [Chapter 74, “Address Book Security,” on page 1133](#).

72.3 Authenticating to GroupWise with Passwords Stored in an LDAP Directory

Enabling LDAP authentication for the POA is independent of these LDAP address book features. You need to enable LDAP authentication when you want the POA to authenticate the user’s password in an LDAP directory rather than looking for a password in the user’s GroupWise account information. The POA can make use of the following LDAP capabilities:

- ♦ [Section 72.3.1, “Access Method,” on page 1128](#)
- ♦ [Section 72.3.2, “LDAP Username,” on page 1128](#)

When you understand these LDAP capabilities, you are ready to set up LDAP authentication for your GroupWise users. See [Section 36.3.4, “Providing LDAP Authentication for GroupWise Users,” on page 501](#).

72.3.1 Access Method

On a server-by-server basis (ConsoleOne > *GroupWise System Operations* > *LDAP Servers*), you can specify whether you want each LDAP server to respond to authentication requests using a bind or a compare.

- ♦ **Bind:** With a bind, the POA essentially logs in to the LDAP server. When responding to a bind request, most LDAP servers enforce password policies such as grace logins and intruder lockout, if such policies have been implemented by the LDAP directory.
- ♦ **Compare:** With a compare, the POA provides the user password to the LDAP server. When responding to a compare request, the LDAP server compares the password provided by the POA with the user’s password in the LDAP directory, and returns the results of the comparison. Using a compare connection can provide faster access because there is typically less overhead involved because password policies are not being enforced.

Regardless of whether the POA is submitting bind requests or compare requests to authenticate GroupWise users, the POA can stay connected to the LDAP server as long as authentication requests continue to occur before the connection times out. This provides quick response as users are accessing their mailboxes.

72.3.2 LDAP Username

On a post office-by-post office basis (ConsoleOne > Post Office object > *GroupWise* > *Security*), you can decide what username you want the POA to use when accessing the LDAP server.

- ♦ **LDAP Username Login:** If you want the POA to access the LDAP server with specific rights to the LDAP directory, you can provide a username for the POA to use when logging in. The rights of the user determine what information in the LDAP directory will be available during the authentication process.
- ♦ **Public or Anonymous Login:** If you do not provide a specific LDAP username as part of the post office LDAP configuration information, then the POA accesses the LDAP directory with a public or anonymous connection. Only public information is available when using such a login.

72.4 Accessing S/MIME Certificates in an LDAP Directory

Just as the POA can access user password information in an LDAP directory, the GroupWise Windows client can access recipients’ digital certificates in an LDAP directory. See [“Searching for Recipient Encryption Certificates Using LDAP”](#) in [“Sending S/MIME Secure Message”](#) in the *GroupWise 7 Windows Client User Guide*.

When a certificate is stored on an LDAP server, the GroupWise Windows client searches the LDAP server every time the certificate is used. Certificates from LDAP servers are not downloaded into the local certificate store on the user’s workstation. To facilitate this process, the user must select a default LDAP directory in the LDAP address book (Windows client > *LDAP Address Book* > *Directories* > *Set as Default*) and enable searching (Windows client > *Tools* > *Options Security* > *Send* > *Advanced Options* > *Search for Recipient Encryption Certificates in the Default LDAP*

Directory). An advantage to this is that recipients' certificates are available no matter what workstation the GroupWise user sends the message from.

NOTE: This feature is not available in the Cross-Platform client or the WebAccess client.

The GroupWise® client accommodates users' preferences for security and privacy when sending messages. Users can:

- ◆ Sign a message with standardized text (Windows client > *Tools > Options > Environment > Signature and Cross-Platform client > Tools > Options > Send > Signature*).
- ◆ Sign a message with an electronic business card (vCard) (Windows client > *Tools > Options > Environment > Signature and Cross-Platform client > Tools > Options > Send > Signature*).
- ◆ Digitally sign and/or encrypt a message. See [Section 71.1, “Personal Digital Certificates, Digital Signatures, and S/MIME Encryption,”](#) on page 1117.
- ◆ Give a message a security classification (Windows client > *Mail To > Send Options > General > Classification > Proprietary, Confidential, Secret, Top Secret, or For Your Eyes Only* and Cross-Platform client > *Mail To > Send Options > Classification*).
- ◆ Conceal the subject of an e-mail message (Windows client > *Mail To > Send Options > Security > Conceal Subject*).
- ◆ Mark messages and appointments private so that proxy users cannot see them. (Windows client > *Actions > Mark Private*).
- ◆ Attach a password-protected document to a message and have the recipient prompted by the application to supply the password before the recipient can open the document
- ◆ Require a password in order to mark a Routing Slip completed (Windows client > *Tools > Options > Send > Security > Require Password to Complete Routed Item*). This can prevent a user who is proxied to the mailbox from marking the item completed, or if multiple users proxy to the mailbox, it can be used to ensure that only the user for whom the item was intended can complete it.

In addition, if the users in your GroupWise system exchange messages with users in other GroupWise systems, you can set preferences to control what types of information pass between the two systems. For example, you can prevent external GroupWise users from performing busy searches or obtaining message delivery status. See [Section 4.2, “System Preferences,”](#) on page 53.

See also [Part XVI, “Security Policies,”](#) on page 1159.

One of the purposes of the Address Book is to make user information available to all GroupWise® users. However, there might be types of information that you do not want to display.

- ♦ [Section 74.1, “eDirectory Information Displayed in the Address Book,” on page 1133](#)
- ♦ [Section 74.2, “Suppressing the Contents of the User Description Field,” on page 1133](#)
- ♦ [Section 74.3, “Controlling GroupWise Object Visibility in the Address Book,” on page 1133](#)
- ♦ [Section 74.4, “Controlling GroupWise Object Visibility between GroupWise Systems,” on page 1134](#)

See also [Part XVI, “Security Policies,” on page 1159](#).

74.1 eDirectory Information Displayed in the Address Book

The Address Book displays information stored in Novell® eDirectory™ for users, resources, and distribution lists in your GroupWise system. By default, the following information is displayed:

- ♦ Name
- ♦ Office phone number
- ♦ Department
- ♦ Fax number
- ♦ User ID

You can configure the Address Book to display more or less information to meet the needs of your users. See [Section 6.1, “Customizing Address Book Fields,” on page 85](#).

By default, all users, resources, and distribution lists that you create in eDirectory are displayed in the Address Book and are available to all GroupWise users.

74.2 Suppressing the Contents of the User Description Field

By default, when you display details about a user in the Address Book, the information in the Description field of the User object in eDirectory is displayed. If you keep confidential information in the Description field of the User object, you can prevent this information from appearing in the GroupWise Address Book. See [Section 6.1.5, “Preventing the User Description Field from Displaying in the Address Book,” on page 89](#).

74.3 Controlling GroupWise Object Visibility in the Address Book

You might need to create users, resources, or distribution lists that are not available to all GroupWise users. You can accomplish this by restricting the set of users that can see such objects in the Address Book. You can make such objects visible only to the members of a domain, only to the members of

a post office, or to no one at all. An object does not need to be visible to be addressable. For instructions, see [Section 6.2, “Controlling Object Visibility,”](#) on page 89.

74.4 Controlling GroupWise Object Visibility between GroupWise Systems

If you synchronize your GroupWise system with other GroupWise systems to simplify addressing for users of both systems, you can control what information from your Address Book you want to be available in the Address Books of other GroupWise systems. For instructions, see “[Exchanging Information Between Systems](#)” in “[Connecting to GroupWise 5.x, 6.x, and 7.x Systems](#)” in the *GroupWise 7 Multi-System Administration Guide*.

To administer GroupWise®, a user needs the appropriate file system rights and Novell® eDirectory™ rights. The following sections provide information to help you configure GroupWise administrator rights to meet the needs of your environment:

- ♦ [Section 75.1, “Setting Up a GroupWise Administrator as an Admin Equivalent,” on page 1135](#)
- ♦ [Section 75.2, “Assigning Rights Based on Administration Responsibilities,” on page 1135](#)
- ♦ [Section 75.3, “eDirectory Object and Properties Rights,” on page 1143](#)
- ♦ [Section 75.4, “Granting or Removing Object and Property Rights,” on page 1146](#)

See also [Part XVI, “Security Policies,” on page 1159](#).

75.1 Setting Up a GroupWise Administrator as an Admin Equivalent

The easiest way to ensure that a GroupWise administrator has all necessary eDirectory rights and NetWare file system rights is to make the administrator an Admin equivalent. Unless you have implemented multiple administrators who have different roles and access rights (for example, a server administrator, a printer administrator, and a GroupWise administrator), we suggest you make your GroupWise administrator an Admin equivalent.

- 1 In ConsoleOne®, right-click the GroupWise administrator’s User object, then click *Properties*.
- 2 Click the *Memberships* tab, then click *Security Equal To* to display the Security Equal To page.
- 3 Click *Add* to display the Select Objects dialog box.
- 4 Browse for and select the Admin object, then click *OK*.

The Admin object should now be displayed in the *Security Equal To* list.

- 5 Click *OK*.

75.2 Assigning Rights Based on Administration Responsibilities

Making a GroupWise administrator an Admin equivalent gives the GroupWise administrator all eDirectory rights required to administer GroupWise. It will also give him or her full file system rights to NetWare servers. To increase security or to support a distributed administration model, you can restrict GroupWise administrators’ file system and eDirectory rights to only those required to administer GroupWise and assign rights to your GroupWise administrators based on their administration responsibilities. For example,

- ♦ If you have only one GroupWise administrator (a centralized GroupWise administration model), you can give the administrator rights only to the eDirectory objects and file systems that are used for GroupWise.
- ♦ If you have multiple administrators who are each responsible for a domain (a distributed GroupWise administration model), you can restrict their rights to only those eDirectory objects and file systems associated with their GroupWise domain.

- ◆ If you have one administrator whom you want to control all links between domains, you can assign rights to the eDirectory objects and file systems associated with domains links.

The following two sections, [Section 75.2.1, “File System Rights,” on page 1136](#) and [Section 75.2.2, “eDirectory Rights,” on page 1136](#), provide general information about the file system rights and eDirectory object and property rights needed to perform GroupWise administration tasks.

The final section, [Section 75.2.3, “Common Types of GroupWise Administrators,” on page 1140](#), lists some common types of GroupWise administrators (for example, Domain administrator and Post Office administrator) and the specific file system and eDirectory rights they need.

75.2.1 File System Rights

A GroupWise administrator must have an account (or security equivalence) that provides the following rights to the directories listed below:

Table 75-1 *GroupWise Administrator Rights*

Directory	NetWare Rights	Windows Permissions
<code>sys:\public</code> (for ConsoleOne and GroupWise Administrator snap-ins)	Read File Scan	Not applicable
Any GroupWise system directory the administrator is responsible for. This includes: <ul style="list-style-type: none"> ◆ domain directories ◆ post office directories ◆ software distribution directories ◆ library storage area directories 	Read Write Create Erase Modify File Scan Access Control	Full Control
Any directory in which the GroupWise agents are installed. For NetWare, the default directory is <code>sys:\system</code> . For Windows, the default directory is <code>c:\grpwise</code> (for the MTA, POA, and Internet Agent) and <code>c:\webacc</code> (for the WebAccess Agent).	Read Write Create Erase Modify File Scan Access Control	Full Control

75.2.2 eDirectory Rights

The eDirectory object and property rights an administrator requires depend on the administrative tasks he or she needs to perform. In GroupWise administration, there are five basic tasks an administrator can perform:

- ◆ **Create and delete objects** (for example, domains, post offices, gateways, agents, libraries, resources, external entities, and distribution lists).
- ◆ **Modify object properties** (for example, moving a GroupWise user from one post office to another or deleting a GroupWise user from a distribution list).

- ◆ **Modify link information** (for example, defining whether Domain 1 links directly to Domain 3 or indirectly to Domain 3 through Domain 2).
- ◆ **Perform system operations** (for example, managing software distribution directories, creating administrator-defined fields, and setting up eDirectory user synchronization).
- ◆ **Perform maintenance operations** (for example, rebuilding domain and post office databases, analyzing and fixing user and message databases, and changing a user's client options).

Creating and Deleting Objects

The following rules apply to creating or deleting a GroupWise object (for example, domain, post office, gateway, agent, library, resource, external entity, or distribution list):

- ◆ To create a GroupWise object, the administrator must have Create object rights in the container where he or she is creating the object. To delete a GroupWise object, the administrator must have Delete object rights to the GroupWise object's container.
- ◆ If creating or deleting the object requires modification of a second object's properties, the administrator must have Read and Write rights to the second object's NGW: GroupWise ID property and all other affected properties. For example, when you create a distribution list, the list is assigned to a post office. Therefore, the administrator needs Read and Write rights to the post office object's NGW: GroupWise ID property and NGW: Distribution List Member property.

For information about giving a user rights to an object or an objects's properties or restricting a user's rights to an object or an object's properties, see [Section 75.4, "Granting or Removing Object and Property Rights,"](#) on page 1146.

Modifying Object Properties

Each eDirectory object has certain properties that hold information about the object. For example, a User object includes Full Name, Given Name, Last Name, Network Address, and Title properties. The following rules apply to modifying an object's properties:

- ◆ Each object has an NGW: GroupWise ID property. The administrator must always have Read and Write rights to the NGW: GroupWise ID property for the object being modified. Without rights to the NGW: GroupWise ID property, no modifications can be made to any of the object's GroupWise properties.
- ◆ The administrator must have Read and Write rights to the property being modified. For example, to change a user's visibility within the GroupWise system, the administrator requires Read and Write rights to the user object's NGW: GroupWise ID property and NGW: Visibility property.
- ◆ If the modification affects a second object's properties, the administrator must have Read and Write rights to the second object's affected properties. For example, when you move a user from one post office to another, the move affects properties for 1) the User object, 2) the Post Office object from which you are moving the user (the source post office) and 3) the Post Office object to which you are moving the user (the target post office). Therefore, the administrator must have 1) Read and Write rights for the User object's NGW: GroupWise ID property and NGW: Post Office property, 2) Read and Write rights for the source post office object's NGW: GroupWise ID property and Members property, and 3) Read and Write rights for the target post office object's NGW: GroupWise ID property and Members property.

Modifications to an object can fail for the following reasons:

- ♦ The administrator does not have the appropriate rights to the object's properties. For example, to restrict an administrator from moving a user from one post office to another, you could 1) not give the administrator Read and Write rights to the source or target post office object's NGW: Members property or 2) not give the administrator Read and Write rights to the user object's NGW: Post Office property.
- ♦ The administrator, in addition to modifying properties he or she has rights to, attempts to modify a property he or she does not have rights to modify. For example, if an administrator has rights to modify a user's mailbox ID and visibility but does not have rights to modify the mailbox expiration date, any modifications made to the mailbox ID and visibility fail if the administrator tries to modify the mailbox expiration date at the same time.

In general, a GroupWise administrator should have Read and Write rights to all GroupWise properties for the objects he or she needs to administer. This ensures that the administrator can modify all GroupWise information for the objects. In addition, an administrator should also have Read and Write rights to other eDirectory properties used by GroupWise. For example, Full Name is an eDirectory User object property used by GroupWise. For a list of GroupWise objects, GroupWise object properties, associated eDirectory object properties, see [Section 75.3, "eDirectory Object and Properties Rights," on page 1143](#).

For information about giving a user rights to modify an object's properties or restricting a user's rights to modify an object's properties, see [Section 75.4, "Granting or Removing Object and Property Rights," on page 1146](#).

Modifying Link Information

By default, when an administrator creates a domain or post office, the links to other domains or post offices are automatically created. Because there are many different ways you can configure your domain and post office links, you can use the Link Configuration utility to modify how domains and post offices are linked together. You can also use object and property rights to determine which administrators have the ability to modify link information. The following rules apply to modifying link information:

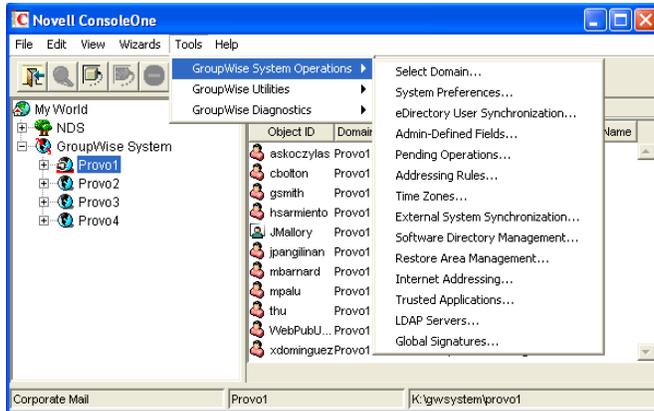
- ♦ To modify the links for post offices within a domain, the administrator must have Read and Write rights to the NGW: GroupWise ID property for the Domain object and the Post Office objects. In addition, the administrator must have Write rights to the NGW: Link Configuration property for the Domain object.
- ♦ To modify the links between domains, the administrator must have Read and Write rights to the NGW: GroupWise ID property for each Domain object, and Write rights to the NGW: Link Configuration property for each Domain object.

Because correct domain and post office links are essential to the proper functioning of your GroupWise system, you might want to assign link configuration tasks to a single administrator and restrict other administrators' abilities to modify link information. Or, if you have a multiple-domain system with multiple administrators, you could have one administrator responsible for all domain links and the other administrators responsible for the post office links for their domains. For information about giving a user rights to an object's properties (or restricting a user's rights to an object's properties), see [Section 75.4, "Granting or Removing Object and Property Rights," on page 1146](#).

Performing System Operations

The system operations that a GroupWise administrator can perform in ConsoleOne are listed on the *Tools > GroupWise System Operations* menu.

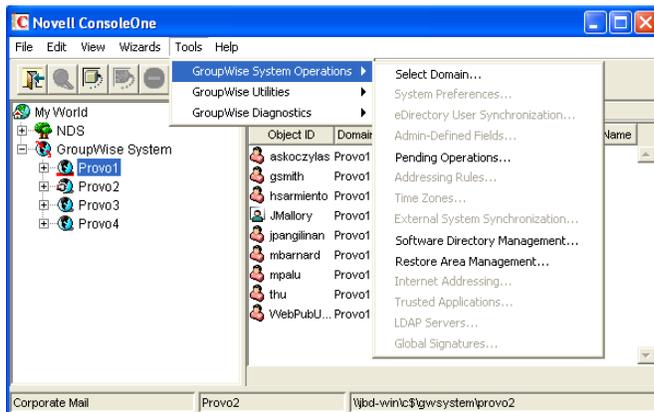
Figure 75-1 GroupWise System Operations Submenu on the Tools Menu



The *Select Domain*, *Pending Operations*, and *Restore Area Management* operations are always available to GroupWise administrators. To perform any of the other system operations, an administrator must have Read and Write rights to the NGW: GroupWise ID property for the primary Domain object. In GroupWise systems that span multiple eDirectory trees, the administrator's current tree must be the tree in which the primary Domain object is located.

You can restrict the ability to perform system operations (other than *Select Domain*, *Pending Operations*, and *Restore Area Management*) to only those GroupWise administrators who connect to the primary domain database. To do so, you use the *Restrict System Operations to Primary Domain* option (*Tools > GroupWise System Operations > System Preferences > Admin Lockout*). Administrators connected to secondary domain databases see the GroupWise System Operations menu with only the *Select Domain*, *Pending Operations*, and *Restore Area Management* options available.

Figure 75-2 GroupWise System Operations Submenu on the Tools Menu



For information about giving a user rights to an object's properties or restricting a user's rights to an object's properties, see [Section 75.4, "Granting or Removing Object and Property Rights,"](#) on [page 1146](#).

Performing Maintenance Operations

To perform maintenance operations such as validating, recovering, or rebuilding domain databases; fixing user, resource, or post office databases; or changing a user's client options, an administrator must have Read and Write rights to the NGW: GroupWise ID property for the object being modified. For example, to rebuild a domain database, an administrator requires Read and Write rights to the NGW: GroupWise ID property for the Domain object. Or, to change a user's client options, an administrator requires Read and Write rights to the NGW: GroupWise ID property for the User object.

For information about giving a user rights to an object's properties or restricting a user's rights to an object's properties, see [Section 75.4, "Granting or Removing Object and Property Rights," on page 1146](#).

75.2.3 Common Types of GroupWise Administrators

The following sections provide information about assigning directory, object, and property rights to some common types of GroupWise administrators:

- ◆ ["Domain Administrator" on page 1140](#)
- ◆ ["Post Office Administrator" on page 1141](#)
- ◆ ["Link Configuration Administrator" on page 1142](#)

Domain Administrator

A Domain administrator is a GroupWise administrator who has all file system and eDirectory rights needed to create and maintain a single GroupWise domain.

File System Rights

A Domain administrator requires the file system rights listed in the following table.

Directory	NetWare Rights	Windows Permissions
sys:\public (for ConsoleOne and GroupWise Administrator snap-ins)	Read File Scan	Not applicable
Any GroupWise system directory the administrator is responsible for. This includes: <ul style="list-style-type: none">◆ domain directories◆ post office directories◆ software distribution directories◆ library storage area directories	Read Write Create Erase Modify File Scan Access Control	Full Control

If the domain is not yet created, it is necessary to give the administrator rights to the directories where it will be created.

Directory	NetWare Rights	Windows Permissions
The GroupWise agent directories. For NetWare, the default directory is sys:\system. For Windows, the default directory is c:\grpwise.	Read Write Create Erase Modify File Scan Access Control	Full Control

eDirectory Rights

A Domain administrator requires Read and Write rights to properties for the objects listed below.

- ♦ **Domain object:** Only the domain the administrator is responsible for unless he or she will also configure domain links. If so, the administrator also needs rights to the NGW: GroupWise ID and NGW: Link Configuration properties for the other Domain objects.
- ♦ **Post Office objects:** All post offices in the domain.
- ♦ **Gateway objects:** All gateways in the domain.
- ♦ **User objects:** All users in the domain.
- ♦ **Resource objects:** All resources in the domain.
- ♦ **Distribution List objects:** All distribution lists in the domain.
- ♦ **Library objects:** All libraries in the domain.
- ♦ **Agent objects:** All MTAs and POAs in the domain.
- ♦ **External Entity objects:** All resources in the domain.

In most cases, the administrator does not need rights to all of the object properties. After reviewing the list of objects, if you want to restrict an administrator's rights to only the required properties, see [Section 75.3, "eDirectory Object and Properties Rights," on page 1143](#).

In addition, the administrator must have Create and Delete rights in any container in which one of the objects listed above will be created or deleted.

For a listing of the explicit object properties to which the administrator requires rights, see [Section 75.3, "eDirectory Object and Properties Rights," on page 1143](#).

Post Office Administrator

A Post Office administrator is a GroupWise administrator who has all file system and eDirectory rights needed to create and maintain a single GroupWise post office.

File System Rights

A Post Office administrator requires the file system rights listed in the following table.

Directory	NetWare Rights	Windows Permissions
sys:\public (for ConsoleOne and GroupWise Administrator snap-ins)	Read File Scan	Not applicable

Directory	NetWare Rights	Windows Permissions
The domain directory	Read Write Create Erase Modify File Scan Access Control	Full Control
The following directories: <ul style="list-style-type: none"> ◆ post office directory ◆ library storage area directories for libraries assigned to the post office 	Read Write Create Erase Modify File Scan Access Control	Full Control
The directory for the Post Office Agent. For NetWare, the default directory is <code>sys:\system</code> . For Windows, the default directory is <code>c:\grpwise</code> .	Read Write Create Erase Modify File Scan Access Control	Full Control

eDirectory Rights

A Post Office administrator requires Read and Write rights to properties for the objects listed below.

In most cases, the administrator does not need rights to all of the object properties. After reviewing the list of objects, if you want to restrict an administrator's rights to only the required properties, see [Section 75.3, "eDirectory Object and Properties Rights," on page 1143](#).

- ◆ **Post Office object:** Only the post office that the administrator is responsible for.
- ◆ **User objects:** All users with accounts on the post office.
- ◆ **Resource objects:** All resources assigned to the post office.
- ◆ **Distribution List objects:** All distribution lists assigned to the post office.
- ◆ **Library objects:** All libraries assigned to the post office.
- ◆ **Agent objects:** Only the post office's POA.
- ◆ **External Entity objects:** All external entities with accounts on the post office.

In addition, the administrator must have Create and Delete rights in any container in which one of the objects listed above will be created or deleted.

Link Configuration Administrator

A Link Configuration administrator has all file system and eDirectory rights needed to create and maintain the links between GroupWise domains.

File System Rights

A Link Configuration administrator requires the file system rights listed in the following table.

Table 75-2 File System Rights

Directory	NetWare Rights	Windows Permissions
sys:\public (for ConsoleOne and GroupWise Administrator snap-ins)	Read File Scan	Not applicable
Domain directory	Read Write Create Erase Modify File Scan	Full Control

eDirectory Rights

A Post Office administrator requires Read and Write rights to the properties for the objects listed below.

Table 75-3 Read and Write Rights

Object	Property
Domain (all domains)	NGW: GroupWise ID NGW: Link Configuration

75.3 eDirectory Object and Properties Rights

The table below lists the GroupWise objects and their properties.

Some properties are specific only to GroupWise. GroupWise-specific properties begin with NGW or ngw. Other properties are common eDirectory properties used by GroupWise objects. Common eDirectory properties do not begin with NGW or ngw.

Table 75-4 GroupWise Objects and Their Properties

Object	Property
Domain	NGW: File ID NGW: GroupWise ID NGW: Language NGW: Link Configuration NGW: Location NGW: Network Type NGW: Time Zone ID NGW: Type NGW: Version ngwDefaultWebAccess CN Description Member

Object	Property
Post Office	NDA: Port NGW: Access Mode NGW: Distribution List Member NGW: Domain NGW: File ID NGW: GroupWise ID NGW: Language NGW: Library Member NGW: Location NGW: Network Type NGW: Resource Member NGW: Time Zone ID NGW: Version ngwDefaultWebAccess ngwLDAPServerAddress CN Description Member
Gateway	NGW: Domain NGW: File ID NGW: GroupWise ID NGW: Language NGW: Location NGW: Platform NGW: Time Zone ID NGW: Type ngwProviderComm ndaReferenceList ndaServiceList ndaXISettings CN Description
User	NGW: Account NGW: File ID NGW: Gateway Access NGW: GroupWise ID NGW: Mailbox Expiration Date NGW: Object ID NGW: Post Office NGW: Visibility ngwNLSInfo Department Description EMail Address Fax Number Given Name Internet EMail Address Last Name Telephone Title

Object	Property
Resource	NGW: File ID NGW: GroupWise ID NGW: Owner NGW: Post Office NGW: Type NGW: Visibility CN Description
Distribution List	NGW: Blind Copy Member NGW: Carbon Copy Member NGW: GroupWise ID NGW: Post Office NGW: Visibility CN Description Member
Library	NGW: Archive Max Size NGW: Document Area Size NGW: File ID NGW: GroupWise ID NGW: Library Display Name NGW: Post Office NGW: Starting Version Number CN Description Member
Agent	NGW: File ID NGW: GroupWise ID NGW: Platform NGW: Type ngwProxyServerAddress ndaServiceList ndaXISettings CN Description Network Address
External Entity	NGW: Account ID NGW: External Net ID NGW: File ID NGW: GroupWise ID NGW: Mailbox Expiration Time NGW: Object ID NGW: Post Office NGW: Visibility Department Description EMail Address Fax Number Given Name Internet EMail Address Last Name Telephone Title

75.4 Granting or Removing Object and Property Rights

You can use trustee assignments to grant or restrict rights to an object and its properties. The following steps provide one way to grant or remove a user's rights to an object or its properties. For additional methods, see your eDirectory documentation.

- 1 Right-click the object in the eDirectory tree, then click *Trustees of this Object*.
- 2 Click *Add Trustee* to display the Select Object dialog box.
- 3 Browse for and select the User object, then click *OK* to display the Rights Assigned to Selected Objects dialog box.
- 4 Set the object and property rights you want. If necessary, add additional properties. Click *Help* for additional information.
- 5 Click *OK* when finished.

GroupWise Agent Rights

76

When you create domains and post offices, ConsoleOne® creates the directory structures and Agent objects with all the required rights to enable the agents to function properly, regardless of link type between locations and including requirements for Novell® eDirectory™ user synchronization. No manual adjustment of agent rights is necessary in GroupWise® 7.

You can check the POA's rights to the post office directory by starting it using the `/rights` switch in the POA startup file.

See also [Part XVI, "Security Policies,"](#) on page 1159.

GroupWise® users require specific Novell® eDirectory™ rights and, in some cases, specific file system rights in order for the GroupWise client to function properly. The following sections provide information about the required rights and how to supply them.

- ♦ [Section 77.1, “eDirectory Rights,” on page 1149](#)
- ♦ [Section 77.2, “File System Rights,” on page 1151](#)

See also [Part XVI, “Security Policies,” on page 1159](#).

77.1 eDirectory Rights

By default, ConsoleOne® is configured to automatically provide a GroupWise user’s required eDirectory rights when you add the user to a post office. You can, however, configure GroupWise Administrator to not assign rights automatically, in which case you would need to manually assign eDirectory rights.

The following sections provide information about how to configure ConsoleOne to automatically set GroupWise users’ eDirectory rights and how to manually set these rights:

- ♦ [Section 77.1.1, “Configuring ConsoleOne to Automatically Set eDirectory Rights When Creating User Accounts,” on page 1149](#)
- ♦ [Section 77.1.2, “Manually Granting eDirectory Rights,” on page 1150](#)

77.1.1 Configuring ConsoleOne to Automatically Set eDirectory Rights When Creating User Accounts

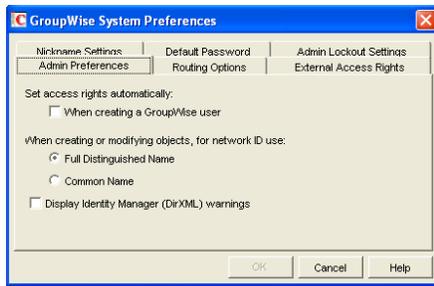
By default, the GroupWise Administrator snap-in for ConsoleOne is configured to automatically set the eDirectory rights required by a GroupWise user. This is done when you create the user’s GroupWise account.

For GroupWise Administrator to be able to set these rights, you must have sufficient administrative rights to eDirectory. If you don’t have sufficient rights to manually set the user’s access rights, GroupWise Administrator does not have sufficient rights to set them automatically. In general, we recommend that you be an Admin equivalent. For more information, see [Chapter 75, “GroupWise Administrator Rights,” on page 1135](#).

If you choose not to grant eDirectory rights automatically, you should manually set the rights to ensure that users have appropriate access. For instructions, see [Section 77.1.2, “Manually Granting eDirectory Rights,” on page 1150](#).

To configure whether or not GroupWise Administrator automatically assigns rights to users when you create GroupWise accounts:

- 1 In ConsoleOne, click *Tools > GroupWise System Operations > System Preferences* to display the GroupWise System Preferences dialog box.



2 To have GroupWise Administrator automatically set access rights, select the *Set Access Rights Automatically When Creating a GroupWise User* option.

or

To turn off this option, deselect the *Set Access Rights Automatically When Creating a GroupWise User* option.

3 Click *OK* to save your changes.

77.1.2 Manually Granting eDirectory Rights

At startup, the GroupWise client must know the following:

- ◆ The post office where the user has an account.
- ◆ Whether to connect to the user's post office in direct access mode or client/server access mode.

The user can supply this information in the GroupWise Startup dialog box that appears or use the */ph-path_to_post_office*, */ipa-IP_address*, */ipp-TCP_port*, and */@u-user_ID* startup options.

If you do not want users to be required to supply this information, you can give users rights to the eDirectory objects shown below. When a user has rights to the objects, the GroupWise client can read the object's information in eDirectory to determine the user's post office and access mode. This requires users to be logged in to eDirectory.

Table 77-1 eDirectory Object Rights

Object and Properties	Rights
User object	Browse
NGW:Post Office	Read
Post Office object	Browse
NGW:Location	Read
NGW:Access Mode	Read
POA object	Browse
NGW:Type	Read
Network Address	Read

GroupWise Name Server (ngwnameserver)

The following information applies to users running the GroupWise client in client/server access mode.

If you do not want to provide eDirectory rights to GroupWise users as explained above, or if you have GroupWise users who don't log in to eDirectory, you can set up a GroupWise name server. A GroupWise name server enables users to access their post office without knowing the IP address and port number of the POA.

The GroupWise name server is a DNS host entry for one of the POAs in your GroupWise system. At startup, the GroupWise client automatically looks for the GroupWise name server. When a user reaches the POA designated as the GroupWise name server, the POA redirects the user to the IP address and port number of the POA that services the user's post office.

The primary GroupWise name server must be named ngwnameserver. You can set up one backup GroupWise name server and name it ngwnameserver2. Both POAs must use the default TCP port of 1677.

To set up a GroupWise name server:

- 1 Use your tool of choice for modifying DNS.
- 2 Create an entry for the IP address of the POA you want to designate as the primary GroupWise name server, then give it the hostname ngwnameserver.
- 3 Create an entry for the IP address of the POA you want to designate as the backup GroupWise name server, then give it the hostname ngwnameserver2.

77.2 File System Rights

Listed below are the locations you need to consider when assigning file system rights to GroupWise users:

- ♦ **Domain Directory:** Users do not require file system access to the domain directory.
- ♦ **Post Office Directory:** The recommended post office access mode for the GroupWise client is client/server (TCP/IP), which means that the user does not require file system access to the post office. Therefore, ConsoleOne does not assign any file system rights when you add a user to a post office.

If you want to use direct access mode (mapped drive or UNC path), you need to manually assign users the required file system rights to their post office directories. For instructions, see [Section 77.2.1, "Granting File System Rights to the Post Office Directory," on page 1152.](#)

- ♦ **GroupWise Software Distribution Directory:** If you want users to have file system rights to a GroupWise software distribution directory to install or run the GroupWise client, you need to manually assign rights. For instructions, see [Section 77.2.2, "Granting File System Rights to the Software Distribution Directory," on page 1153.](#)
- ♦ **Mailbox Backup Directory:** For users to restore their mailbox from a network backup directory, they need the appropriate file system rights to the directory. For more information, see [Section 77.2.3, "Granting File System Rights to the Mailbox Backup Directory," on page 1154.](#)

77.2.1 Granting File System Rights to the Post Office Directory

The following information applies only to users who are running the GroupWise client in direct access mode. Users who are running in client/server access mode do not require rights to the post office directories.

To increase security in your post office directories, you should restrict rights as shown in the following table.

Table 77-2 *Post Office Directory Rights*

Directories	NetWare Rights	Windows Permissions
<i>post office</i>	RWC--F	Change
agents	-----	No Access
nlm	-----	No Access
language	-----	No Access
nt	-----	No Access
language	-----	No Access
gwdms	RW---F	Change
libx	RW---F	Change
index	RW---F	Change
archive	RW---F	Change
arxx	RW---F	Change
docs	RWCEMF	Full Control
fdx	RWCEMF	Full Control
offiles	R---F	Change
fdx	RWCEMF	Full Control
ofmsg	RWCEMF	Full Control
ofuser	RWCEMF	Full Control
index	RW---F	Change
ofviews	-----	No Access
win	R---F	Read
ofwork	R---F	Read
ofdirect	RWCEMF	Full Control
wpcsin	RWCEMF	Full Control
0-7	-WC-M-	Change
problem	-WC-M-	Change

Directories	NetWare Rights	Windows Permissions
wpcsout	-----	No Access
ads	-----	No Access
0-7	-----	No Access
chk	RWCEMF	Full Control
0-3	-WC-M-	Change
defer	-WC-M-	Change
ofs	RWC-MF	Full Control
0-7	RWC-MF	Full Control
problem	-WC-M-	Change

77.2.2 Granting File System Rights to the Software Distribution Directory

The software distribution directory contains the GroupWise client for Windows. To set up and run the GroupWise client, users require the directory rights listed in the table below.

Table 77-3 *Software Distribution Directory Rights*

Directories	NetWare Rights	Windows Permissions
<i>software distribution directory</i>	R---F	Read
admin	-----	No Access
agents	-----	No Access
client	R---F	Read
ofviews	R---F	Read
win32	R---F	Read
internet	-----	No Access
domain	-----	No Access
po	-----	No Access

IMPORTANT: Users require rights only to the `client` directory and subdirectories. The other directories (`admin`, `agents`, `domain`, `internet`, and `po`) are administration directories that users should not have access to.

77.2.3 Granting File System Rights to the Mailbox Backup Directory

If you back up a user's network mailbox, or a user backs up his or her local mailbox, to a network location, the user requires Read and Write file system rights to the backup directory in order to restore his or her mailbox.

Unwanted Internet e-mail messages (spam) can be a distracting nuisance to GroupWise® client users. Your first line of defense against spam is the Internet Agent. Your second line of defense is the Junk Mail Handling feature of the GroupWise Windows client.

- ♦ [Section 78.1, “Configuring the Internet Agent for Spam Protection,” on page 1155](#)
- ♦ [Section 78.2, “Configuring the GroupWise Client for Spam Protection,” on page 1155](#)

See also [Part XVI, “Security Policies,” on page 1159](#).

78.1 Configuring the Internet Agent for Spam Protection

In ConsoleOne®, you can configure the Internet Agent to reject messages in certain situations:

- ♦ Messages are received from known open relay hosts or spam hosts (Internet Agent object > *Access Control* > *Blacklists*).
- ♦ Messages are received from any hosts that you specifically do not want to receive messages from (Internet Agent object > *Access Control* > *Default Class of Service* > *Edit* > *Allow Incoming Messages*, *Prevent Incoming Messages*, and *Exceptions*).
- ♦ Messages are received through an anti-spam service that uses an “X” header field to identify potential spam (Internet Agent object > *SMTP/MIME* > *Settings* > *Junk Mail*).
- ♦ Thirty messages are received within 10 seconds from the same sending host (Internet Agent object > *SMTP/MIME Settings* > *Security Settings*). The number of message and the time interval can be modified to identify whatever you consider to be a potential mailbomb.
- ♦ Messages are received from SMTP hosts that are not using the AUTH LOGIN host authentication method (*/forceinboundauth* startup switch).
- ♦ The sender’s identify cannot be verified (Internet Agent object > *SMTP/MIME Settings* > *Security Settings*).

For detailed setup instructions on these anti-spam security measures, see [Section 47.2, “Blocking Unwanted E-Mail from the Internet,” on page 757](#).

Messages that are identified as spam by the Internet Agent are not accepted into your GroupWise system.

78.2 Configuring the GroupWise Client for Spam Protection

The Junk Mail Handling feature (Windows and Cross-Platform client > *Tools* > *Junk Mail Handling*) provides users with the following options for dealing with unwanted messages that have not been stopped by the Internet Agent:

- ♦ Individual e-mail addresses or entire Internet domains can be placed on the user’s Block List. Messages from blocked addresses never arrive in the user’s mailbox.

- ◆ Individual e-mail addresses or entire Internet Domains can be placed on the user's Junk List. Messages from these addresses are automatically delivered to the Junk Mail folder in the user's mailbox. The user can configure automatic deletion of items in the Junk Mail folder and can also create rules to act on items placed in the Junk Mail folder.
- ◆ Messages from users whose addresses are not in the user's personal address books can be automatically delivered to the Junk Mail folder.

The Junk Mail Handling feature in the GroupWise Windows client and Cross-Platform client is enabled by default, although you can control its functionality in ConsoleOne (Domain, Post Office, or User object > *Tools* > *GroupWise Utilities* > *Client Options* > *Environment* > *Junk Mail*).

For detailed usage instructions for the Junk Mail Handling feature in the GroupWise client, see:

- ◆ “[Handling Unwanted Mail](#)” in “[Working with Items in Your Mailbox](#)” in the *GroupWise 7 Windows Client User Guide*
- ◆ “[Handling Unwanted Mail](#)” in “[Working with Items in Your Mailbox](#)” in the *GroupWise 7 Cross-Platform Client User Guide*

NOTE: The Junk Mail Handling feature is not available in the WebAccess client.

Virus protection for your GroupWise® system is provided by third-party products, including:

- ◆ GWAVA* by Beginfinite*
- ◆ RAV* AntiVirus* by GeCAD Software*
- ◆ IronMail* by CipherTrust*
- ◆ GWGuardian* by The Messaging Architects*

For information about these and other security products for use with your GroupWise system, see the [Novell® Partner Product Guide \(http://www.novell.com/partnerguid/\)](http://www.novell.com/partnerguid/) and the [Novell Open Enterprise Server Partner Support site \(http://www.novell.com/products/openenterpriseserver/partners\)](http://www.novell.com/products/openenterpriseserver/partners).

See also [Part XVI, “Security Policies,” on page 1159](#).