



SEND

OUTLOOK SEND CONFIRMATION

SMBsecure™

SendGuard Lite 365

Employees can easily email sensitive info to wrong people by mistake - especially with Outlook auto-complete.

Stop Unintended Data Exposure

Overview of Service

SMBsecure™ Advanced subscription includes SendGuard Lite 365, an add-in for Microsoft Outlook on Windows PC, Mac, or Web. It provides a confirmation prompt for users to verify recipients and check files attached when sending. This simple but effective prompt aims to catch mistakes typically made by users to avoid sending sensitive information to the wrong people, which can result in unintended exposure or, worse, cause a reportable data breach incident and non-compliance.

Safeguard against misdirected email and protect your business with **SMBsecure™** SendGuard Lite 365.

HOW IT WORKS

This **SMBsecure™** add-in for Outlook on PC, Mac or Web enhances safety for your outbound emails which may contain sensitive or confidential information. It provides a neat and simple confirmation prompt for users to check and re-confirm recipients and attachments when sending - *before it is sent*.

Mistakes can happen - especially with Outlook auto-complete and fast-thinking.

Avoid embarrassment and data breach incidents because of misdirected emails.

AVOID SENDING TO WRONG RECIPIENTS

SMBsecure™ Advanced subscriptions include SendGuard Lite 365. This add-on for Microsoft Outlook addresses an important risk faced by many business users, where emails with sensitive information are unintentionally sent to the wrong recipients, causing embarrassment or a data breach for your business. SendGuard helps your business comply with data protection laws such as POPI, GDPR, and other regulations. Stop this type of data breach before it occurs.

> *The UK ICO reported in 2022, that a massive 16.87% of data breached were due to data being emailed to the incorrect recipient.*

EMAIL BACK-OUT WHEN USERS NEED IT

83% of users realise they've made a mistake just seconds after hitting Send. With SendGuard Lite 365 deployed, users will be empowered to stop an email - *immediately after hitting Send*. This allows them to go-back to make any changes, or corrections, and re-send their email.

The SendGuard automation prompt enforces a science based need for users to **Stop-Think-Check**, *especially when fast thinking*.

AVOID EMAIL RECALL - It's Unreliable

Catch mistakes and Stop the email before it's sent with SendGuard Lite 365 to avoid the need for recalling emails in the first place. Current email recall methods are unreliable and mostly do not work once the email hits receiving servers, so the best defense is to still to avoid the need to do it - and SendGuard's prompt makes this possible.

CENTRALLY MANAGED AND EASY TO DEPLOY

SMBsecure™ Administrators can centrally deploy SendGuard from the Microsoft Admin centre or they can install it on-demand from Outlook. Settings, users and license-recycling are all centrally done for you from our simple SendGuard management console.

BCC REPLYGUARD

SMBsecure™ includes BCC ReplyGuard which is designed to prevent accidental "Reply All" scenarios. It protects against the inadvertent disclosure of confidential information or embarrassment caused when the user is BCC'd. If the user is BCC'd on an email and the attempt to reply-to-all, SendGuard acts as a safety-net for them in Outlook.