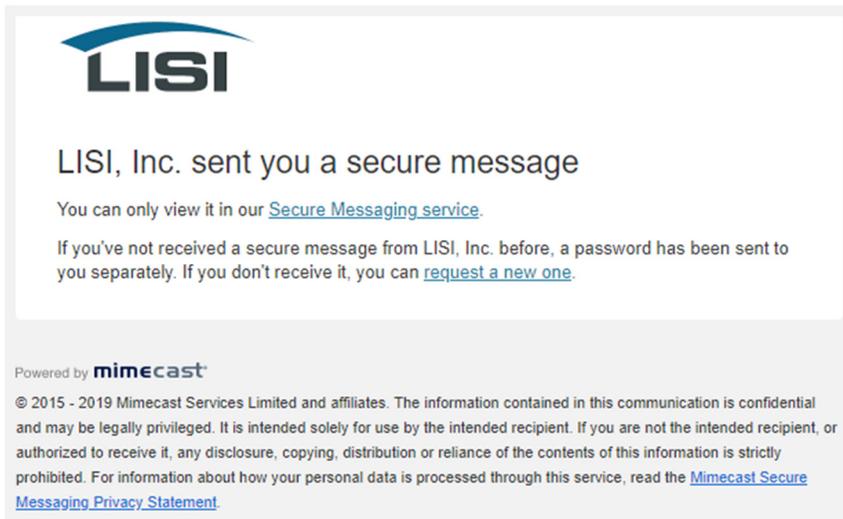


LISI's New Secure Email System – Mimecast Secure Messaging

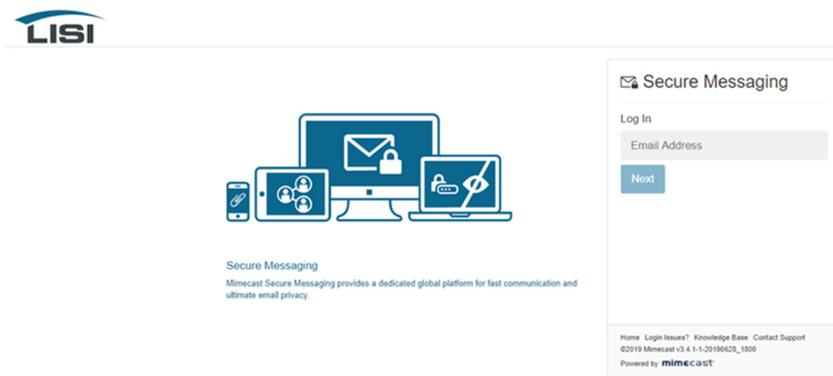
LISI is now using a new Secure Email System called "Mimecast Secure Messaging." What does this mean for you?

Access to our old Zix Secure Portal will no longer be accessible. If you need us to resend you any information, please let us know and we will be happy to resend it to you, so you have the information that you need in our new Mimecast Secure Messaging Web Portal. Here is how the new Mimecast system works.

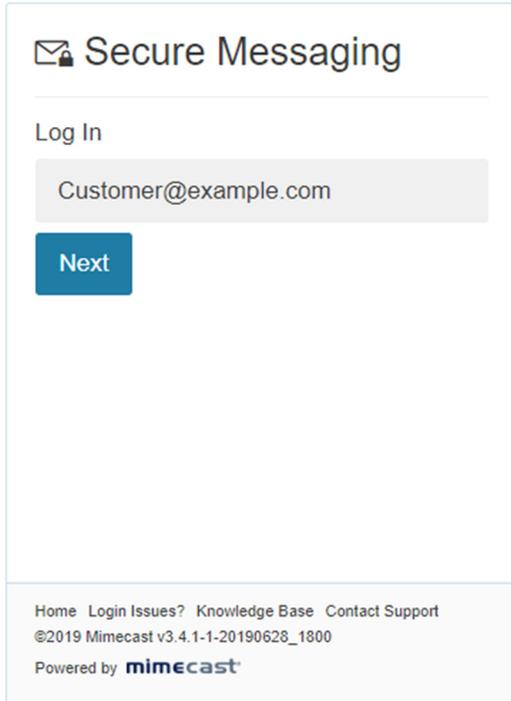
- 1) When we send you a secure email, you will receive an email notification letting you know. It will look something like this:



- 2) When you click on the "Secure Messaging service" link you will be taken to the following Secure Mail Web Portal. Take notice that Mimecast will be updating the look of the login page on Aug 12th. They will relocate the login box to the center of the screen and will simplify the look to make it even more compatible with all devices.



- 3) If it is the first time you are receiving a Mimecast Secure Email from us, you will also receive a second email that will contain a temporary password that can use to log in for the first time. Upon the first login, you will be prompted to create a new permanent password that only you know. You will use that password to log into any future secure emails from us.
- 4) To log in and see your secure email, simply enter your email address and click “Next” button or press the “Enter” on your keyboard.



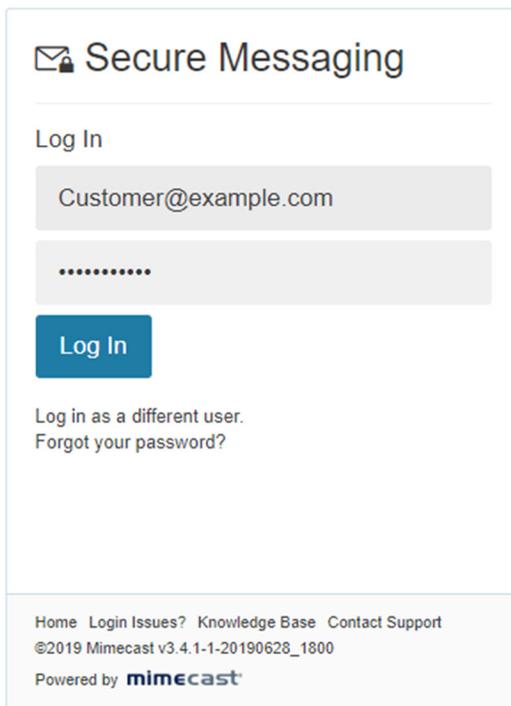
 **Secure Messaging**

Log In

Next

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- 5) You will be asked to enter your password. Simply type in your password and click “Log In” button or press the “Enter” on your keyboard.



 **Secure Messaging**

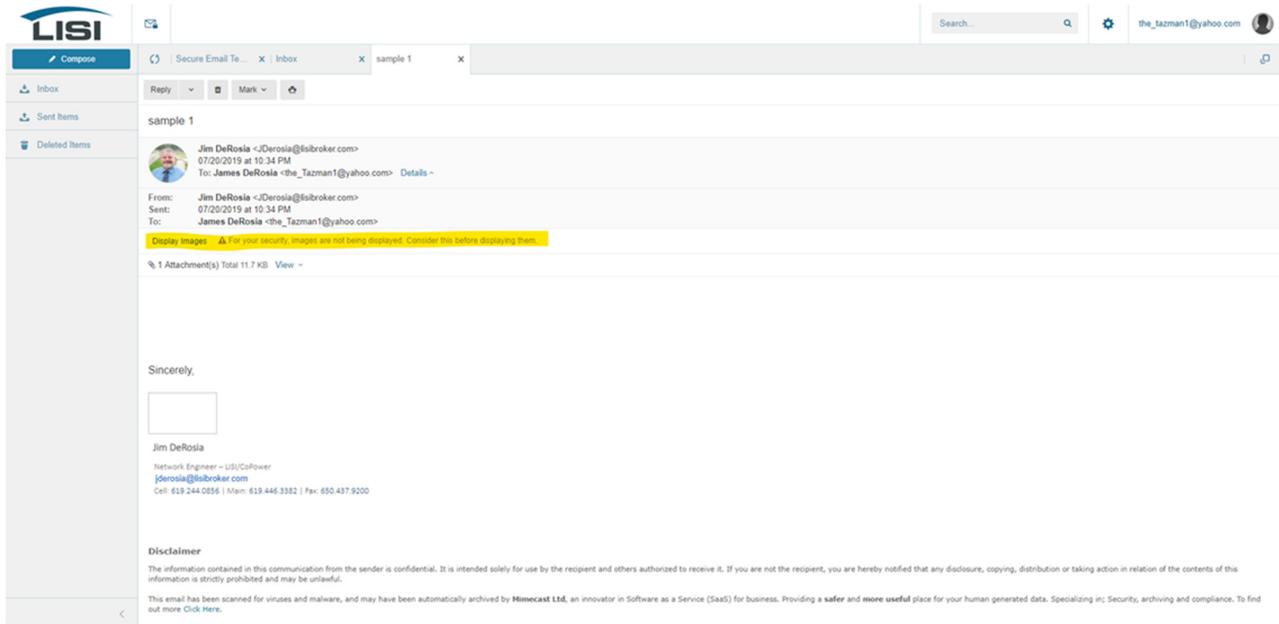
Log In

Log In

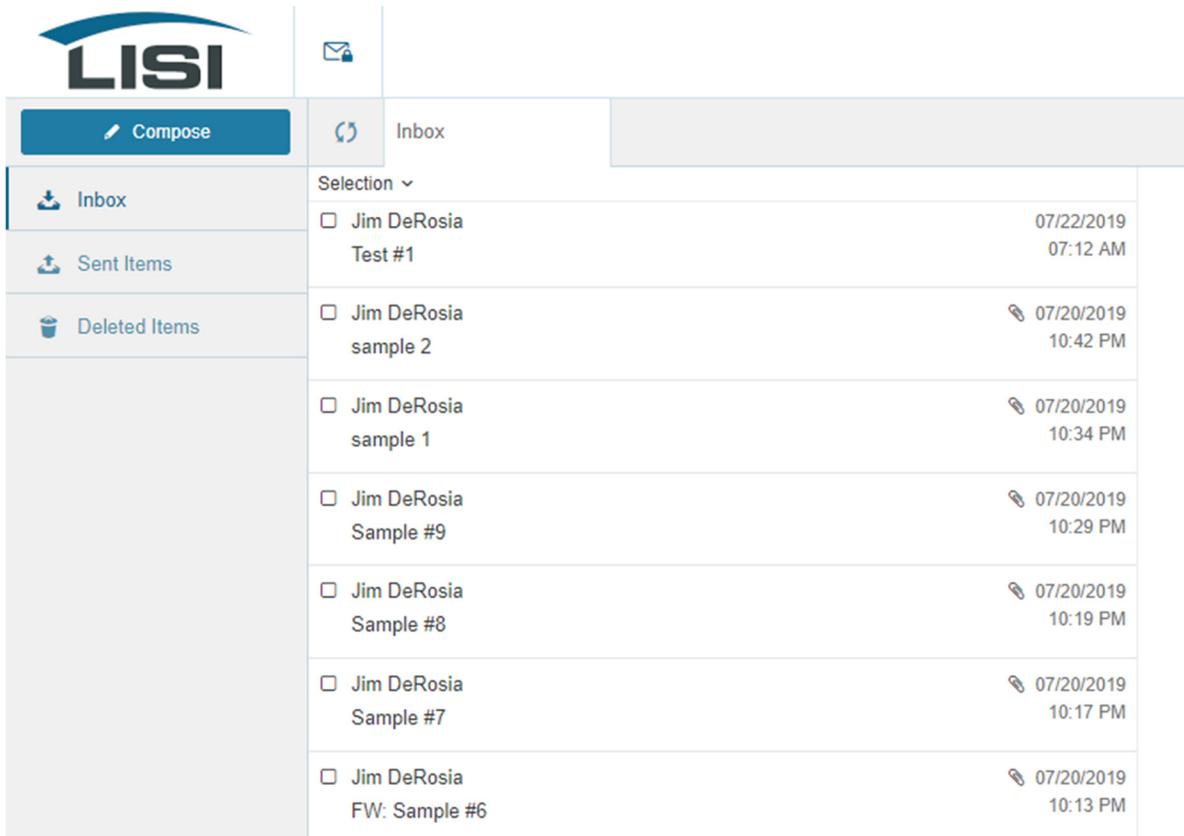
[Log in as a different user.](#)
[Forgot your password?](#)

[Home](#) [Login Issues?](#) [Knowledge Base](#) [Contact Support](#)
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- 6) You will be taken directly to your secure email and it will look something like this. Click the “Display Images” button if you want to view the images within the email.



- 7) To view all your secure emails simply click on “Inbox”, “Sent Items” or “Deleted Items” located in the left-hand pane. You can reply to any emails as well as compose new secure emails back to LISI using the “Compose” button.



Mimecast Secure Messaging is also mobile friendly so you will enjoy the same experience no matter what device you are using. We hope you find Mimecast Secure Messaging simple and easy to use. If you have any issues using it please email helpdesk@lisibroker.com with your contact information and we will reach out to you to assist.