ANNEX A · EMAIL AND MESSAGING

NAME _____ **DATE** _____ **GROUP** _____

TASK 1 Be the mail client: speak SMTP by hand

15 min

Your teacher writes the address of the class mail server on the board. Copy it: `MAILHOST` = _____

1. Open a terminal on your PC and connect: `nc -C MAILHOST 1025`. The server answers with a line that starts with `220`.
2. Type these lines, one by one. Wait for the answer of the server after each one. Use your own name.

```
HELO my-pc
MAIL FROM:<yourname@tramuntana.internal>
RCPT TO:<class@tramuntana.internal>
DATA
From: Your Name <yourname@tramuntana.internal>
To: class@tramuntana.internal
Subject: Hello from Your Name
                                        <- one EMPTY line here
Typed by hand.
.                                       <- a single dot, then Enter
QUIT
```

3. Look at the projector: your message is in the inbox.
4. Do it again. This time keep `MAIL FROM` as it was, but write `From: The Director <boss@tramuntana.internal>`.

Which number did the server answer after the single dot? _____ Did the server check that you are the Director? _____

In one sentence: why can a criminal send an email that shows your boss's name?

DONE WHEN both messages are on the projector and the second one says it comes from The Director.

TASK 2 Configure a mail client with your school account

12 min

In the VM `deb-lab`, open **Thunderbird**.

1. Choose to add an existing email account. Type your name and your **school address**. Leave the password box empty if you can and continue.
2. Thunderbird finds the settings by itself. Keep **IMAP** and continue.
3. A **Google** window opens. Check that it is Google's page, sign in there and allow access. **Never type your Google password into any other window, and never change a security setting of your account.**
4. Open Account Settings → Server Settings, then Outgoing Server (SMTP), and fill in the table.
5. Send a message to your partner. Subject: `Test from <your name>`. Check that your partner's message arrives.
6. If other people use this PC or VM: Account Settings → Account Actions → Remove Account at the end of the class.

	Server name	Port	Security	Authentication
Incoming (IMAP)				
Outgoing (SMTP)				

Plan B — if Google answers that the app is blocked, do not insist. Open Gmail in the browser and answer instead: which protocol would a mail program use to read this box, on which port, and which one to send? Write it in the table.

DONE WHEN your partner has your message and your table has no empty cell (or Plan B is answered).

TASK 3 Read the real headers

8 min

Open your partner's message in the **Gmail web page**. Three-dot menu of the message → Show original.

SPF: _____ DKIM: _____ DMARC: _____

How many lines start with `Received:`? _____ They are read from the bottom up.

DONE WHEN you have the three verdicts and the number of `Received:` lines.

TASK 4 Write a professional email

8 min

Situation. You are Pau, the intern at Tramuntana Apps. The office server will be switched off for updates on **Friday 11 June from 15:00 to 16:00**. Tell the whole office and say what they must do.

Write it and send it to your partner. Then mark your partner's email: tick each rule that is met.

☐ Subject says what and when ☐ Greeting ☐ Most important line first
☐ Clear request with a time ☐ Short: no extra topic ☐ Signature with name and role

Reply to your partner with **one** improvement. The improvement I received: _____

DONE WHEN you sent your email, ticked your partner's, and got one improvement back.

TASK 5 Spot the phish · email or chat?

5 min

A. Write **P** (phishing) or **L** (legitimate) and the signals you see.

	Message	P / L + signals
1	**From:** IT Support `<help@tramuntana-helpdesk.example>` · **Subject:** Your mailbox closes TODAY "Dear user, your mailbox is full. Log in here in the next 2 hours or it will be deleted."	
2	**From:** Aina Vidal `<aina@tramuntana.internal>` · **Subject:** Holiday calendar 2027 (attached) "Hello all, here is the calendar we talked about on Monday. Aina · Administration"	
3	**From:** Prize Team `<win@lucky-draw.example>` · **Subject:** You won a phone "Claim it at `www.tramuntana.internal/prize`" — the mouse over the link shows `http://lucky-draw.example/pay`	
4	**From:** Marta Soler `<marta.soler.dev@freemail.example>` · **Subject:** Urgent, keep it between us "I am in a meeting. Pay the attached invoice to this new bank account before 13:00. Do not call."	

B. Write **E** (email), **C** (team chat) or **N** (neither) for each: a) a quote for a client ____ · b) "is the server down for you too?" ____ · c) a holiday request to administration ____ · d) "who has the meeting room at 12?" ____ · e) the admin password of the server ____

DONE WHEN four verdicts with at least two signals each, and five letters in part B.

EXIT TICKET Alone. Tick one answer per question and hand this sheet in.

1. Which pair is right?

☐ **a)** IMAP sends, SMTP reads the box ☐ **b)** SMTP sends, IMAP reads the box
☐ **c)** POP3 sends, SMTP reads the box ☐ **d)** SMTP sends, DNS reads the box

2. You read mail on a phone and a laptop. Why IMAP?

☐ **a)** It is the only encrypted protocol ☐ **b)** It needs no password
☐ **c)** Mail stays on the server, the same on both ☐ **d)** It is faster than SMTP

3. Why can a message show a false sender?

☐ **a)** The sender types the From line; SMTP does not verify it ☐ **b)** IMAP changes the name on the way
☐ **c)** TLS hides the real sender ☐ **d)** DNS gives a random name

4. A well-written email from "your boss" asks for an urgent payment to a new account. You…

☐ **a)** Pay, then ask ☐ **b)** Reply to the email to confirm
☐ **c)** Forward it to the team ☐ **d)** Do not act; check by phone and report it