The next several slides provide a visual representation of the sequence of events a recipient will be required to perform in order to view an encrypted email.

Recipients who use Office 365 will not see the one-time passcode option. Instead, they will be prompted to sign into their Office 365 account to view the message.

This example details the one-time passcode option.
RECEIVE ENCRYPTED EMAIL

SSN Info

Testing <Testing@lioninsurancecompany.com> to me

1:12 PM (13 minutes ago) 🌟

Read the message

CLICK TO OPEN

Testing (Testing@lioninsurancecompany.com) has sent you a protected message.

Learn about messages protected by Office 365

Microsoft respects your privacy. To learn more, please read our Privacy Statement.
Microsoft Corporation, One Microsoft Way, Redmond, WA 98052

This electronic communication is confidential and protected by legal privileges and work product immunities. If you are not the intended recipient, do not use or disseminate the information contained in this electronic communication. Receipt of this electronic communication by anyone other than the intended recipient is not a waiver of attorney-client or work product privileges. If you have received this electronic communication in error, please notify the sender immediately and permanently delete the original and any copies or printouts thereof.
A recipient can choose to sign in with a Google account or a one-time passcode, which will be immediately sent and valid for 15 minutes.

This example details the one-time passcode method.
ENCRYPTED EMAIL
PASSCODE RECEIVED

Here is your one-time passcode
07511865

To view your message, enter the code in the web page where you requested it.

NOTE: This one-time passcode expires 15 minutes after it was requested.

Don’t want to use one-time passcode every time you get a protected message? Use your email address to create a Microsoft account

This message is automatically generated. Please don’t reply to it.
A recipient enters the received one-time passcode to gain access to the encrypted email.
DECRYPTED EMAIL

SSN Info

Testing <Testing@lioninsurancecompany.com>
Today, 1:52 PM

Encrypt: This message is encrypted. Recipients can't remove encryption.

here is the info: [REDACTED] 3952

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