

ID: 11

P3 2025-11-11 Email signatures. (ID:11)

5/12/25 Waiting for Andrea. Refer notes.

Active: True Status: WAITING

Ticket No.:

Purchase Order No.:

Flags (1on1, Exch, ITP): Exch

cohda-11.txt - P2 2025-11-11 Email signatures. (ID:11)

23/10/25

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16:35 Email from Matthew...

Hi Russell,

Please find the URI for the Blade in Exchange online to setup and configure Organization wide signature.

<https://admin.exchange.microsoft.com/#/transportrules>

Here is KB article to assist you with this process:

<https://learn.microsoft.com/en-us/microsoft-365/admin/setup/create-signatures-and-disclaimers?view=o365-worldwide#create-a-signature-that-applies-to-all-messages>

14/10/25

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10:21 Email from Paul noting email signatures have disappeared.

30/10/25

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Email from Matthew with of tags that can be used to Dynamically create a custom signature block for your users.

4/11/25

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13:07 Email to Adam asking for Code2 license quote.

11/11/25

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12:00 locan Project meeting - Russell updated the team on pending actions regarding email signature code and Exchange server licensing, noting follow-ups with Adam and plans to acquire the necessary license for the 2016 server.

18/11/25

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1on1 Meeting. Rhys suggested this is probably not worth the cost & effort and that users can name their own signatures.

28/11/25

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13:10 Sent follow up email to Adam.

30/11/25

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14:43 Quote received from Adam \$2,730. Sent to Rhys for consideration. Will discuss in tomorrow's 1on1.

2/12/25

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12:38 Forwarded quote on to Andrea, cc mt asking if she wants to proceed.

5/12/25

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Email from Andrea with follow-up questions which I responded to, agreeing to park until new year.

13/1/25

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Set to "On Hold"