

Step 1: Create the journal id on the Vaultastic domain

As part of the BCC configuration, Zoho sends a confirmation code via email to the ID to which the mails are to be sent via BCC.

To receive the confirmation, we have to create the ID on the Vaultastic domain and login to Vaultastic to copy the code. The steps are given as below

1. [Login to your Vaultastic domain \(https://docs.mithi.com/home/how-to-login-to-the-self-service-portal-of-vaultastic\)](https://docs.mithi.com/home/how-to-login-to-the-self-service-portal-of-vaultastic) & Navigate to the [Admin Panel \(https://docs.mithi.com/home/vaultastic-admin-guide\)](https://docs.mithi.com/home/vaultastic-admin-guide)
 2. Add the "journal" vault to your Vaultastic domain
 3. Navigate to the eDiscovery interface on the Active Store.
 4. Once the confirmation code is sent, you will see it in this window after about 10-15 mins. Refresh window to check for the mail.
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