

Guide to Smoothwall Filtering Customisation. Blocking specific website domains and URLs.

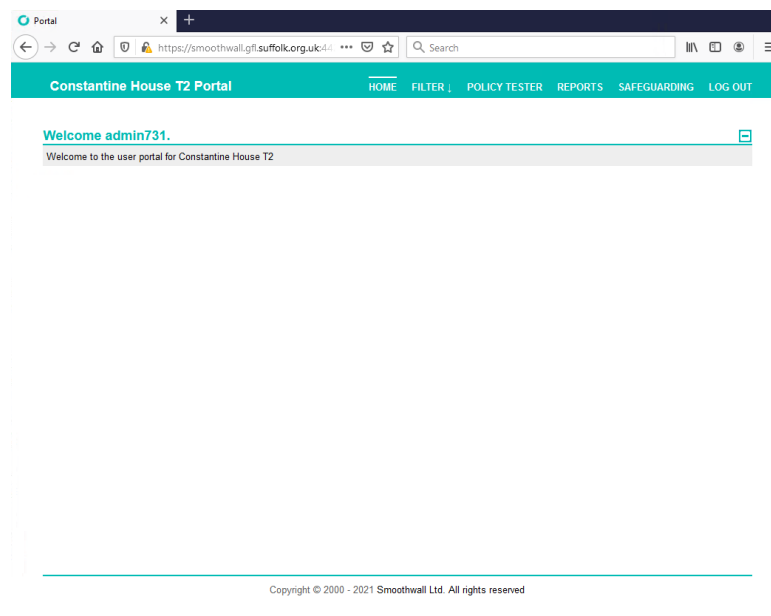
The Smoothwall solution enables schools to control access to specific websites by adding websites to allowed or blocked Filter lists, to meet their individual filtering requirements.

The following changes can be made within your portal:

- Allow or deny specific website domains, URLs or search phrases (whilst keeping the complete category blocked or unblocked)
- Allow or deny categories and subcategories of websites

NOTE: Should you experience display or functionality issues, try an alternative web browser such as Google Chrome.

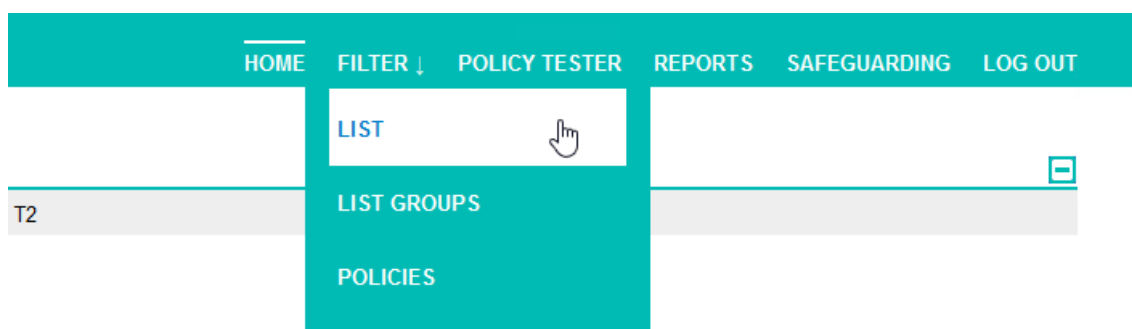
1. Log into your portal using the provided username and password at <http://smoothwall.gfl.suffolk.org.uk/portal>
2. Once you have successfully logged in, you will be presented with the main menu, which should look similar to the example below.



3. The **FILTER** menu has 3 headings
 - **FILTER > LIST** – This section allows the administrator to allow or deny specific website domains, URLs or search phrases (whilst keeping the complete category blocked or unblocked). It is recommended that all required changes are applied in this section.

- **FILTER > LIST GROUPS** – This section allows the administrator to allow or deny entire categories and subcategories of websites. It is not recommended that schools amend these settings, but if changes are made, they should be done with care.
- **FILTER > POLICIES** – This lists the policies and their priority, for information only.

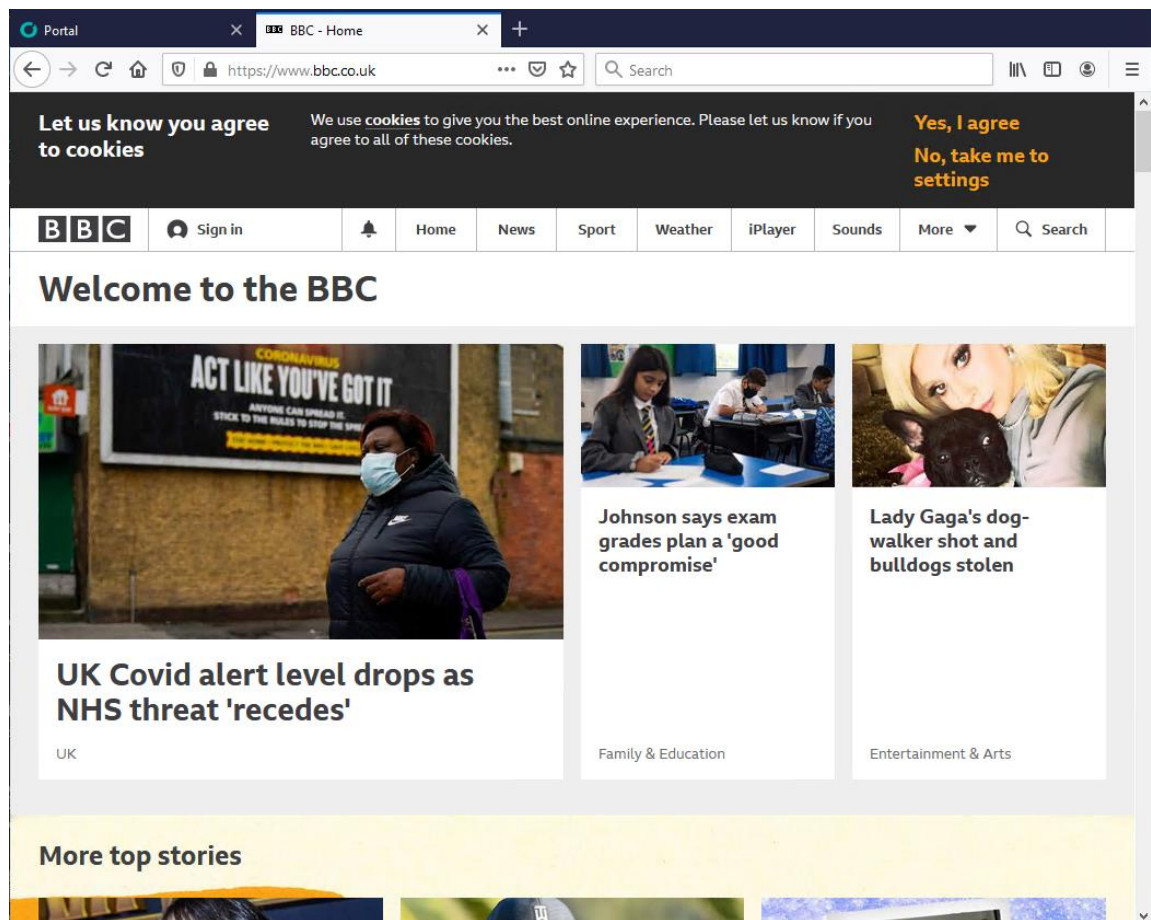
Choose **LIST**, as shown below.



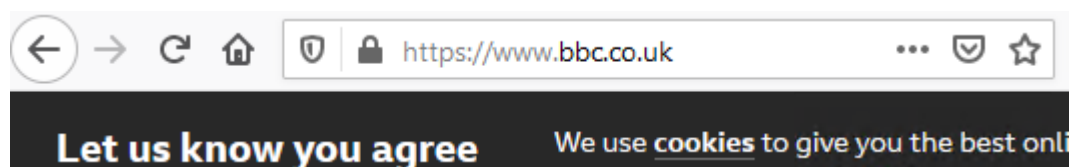
4. You will then be presented with the **Manage filter lists** screen, as shown below. (The screenshot below shows n/a as no websites have been configured)

Constantine House T2 Portal			HOME	FILTER ↓	POLICY TESTER	REPORTS	SAFEGUARDING	LOG OUT
Manage filter lists								
List name	Websites	Search terms						
Constantine House T2 Admin Staff Blocked URLs	n/a	trousers						
Constantine House T2 Admin Staff Allowed URLs	n/a	n/a						
Constantine House T2 Everyone Allowed URLs	n/a	n/a						
Constantine House T2 Everyone Blocked URLs	n/a	n/a						
Constantine House T2 Everyone Bypass SSL	n/a	n/a						
Constantine House T2 Key Stage 1 and 2 Allowed URLs	n/a	n/a						
Constantine House T2 Key Stage 1 and 2 Blocked URLs	n/a	n/a						
Constantine House T2 Key Stage 3 and 4 Allowed URLs	n/a	n/a						
Constantine House T2 Key Stage 3 and 4 Blocked URLs	n/a	n/a						

5. In the example below, you can see that www.bbc.co.uk is allowed as we can open the page. We are going to block this website.



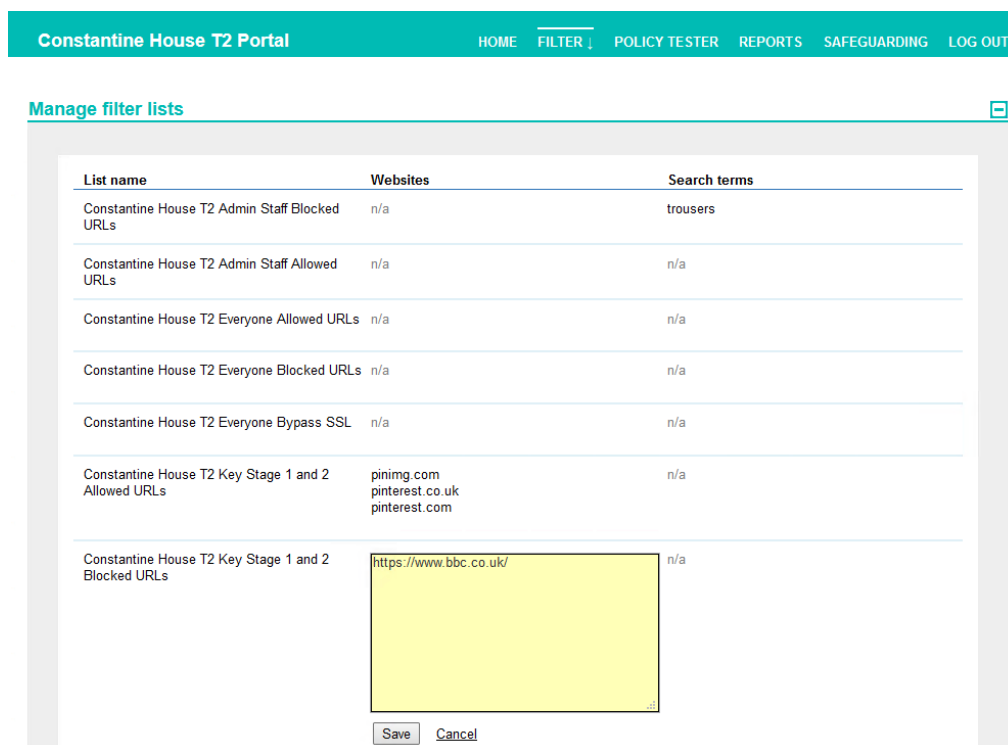
Simply highlight and copy the URL as shown below.



- Decide which filter list name you wish to target to block, i.e. which key stage group or staff group. For this example, we want to block access for Key Stage 1 and 2.

The click on the corresponding section under the heading **Website**, (it may show n/a if no websites have been configured) and paste the URL you copied earlier, or type it in.

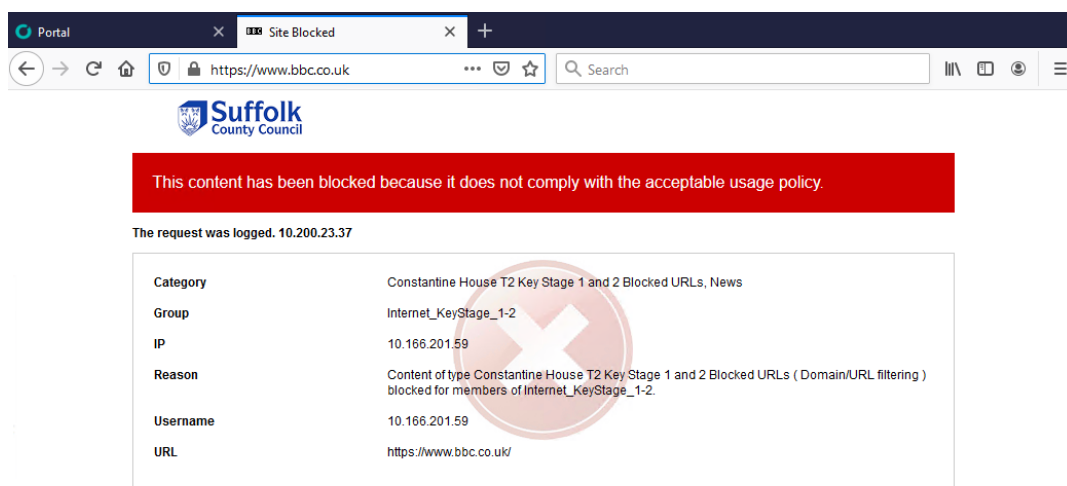
Click on **Save**. You should see the website added to the list, but be aware that it could take up to 5 minutes for the changes to become active



List name	Websites	Search terms
Constantine House T2 Admin Staff Blocked URLs	n/a	trousers
Constantine House T2 Admin Staff Allowed URLs	n/a	n/a
Constantine House T2 Everyone Allowed URLs	n/a	n/a
Constantine House T2 Everyone Blocked URLs	n/a	n/a
Constantine House T2 Everyone Bypass SSL	n/a	n/a
Constantine House T2 Key Stage 1 and 2 Allowed URLs	pinimg.com pinterest.co.uk pinterest.com	n/a
Constantine House T2 Key Stage 1 and 2 Blocked URLs	https://www.bbc.co.uk/	n/a

Save Cancel

- If a website is blocked for a user, it will display a message like the one presented below.



Portal Site Blocked

https://www.bbc.co.uk

Suffolk County Council

This content has been blocked because it does not comply with the acceptable usage policy.

The request was logged. 10.200.23.37

Category	Constantine House T2 Key Stage 1 and 2 Blocked URLs, News
Group	Internet_KeyStage_1-2
IP	10.166.201.59
Reason	Content of type Constantine House T2 Key Stage 1 and 2 Blocked URLs (Domain/URL filtering) blocked for members of Internet_KeyStage_1-2.
Username	10.166.201.59
URL	https://www.bbc.co.uk/

NOTE: It is advisable to consider adding all other associated domains related to the websites you want to block, for example for pinterest.co.uk, consider adding pinterest.com and pinimg.com, to ensure those sites are also blocked/controlled.