

Exchange Daily Admin Tasks using PowerShell (EMS)

Version 1.0

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[Exchange Daily Admin Tasks using PowerShell \(EMS\)](#)

These papers help system admins to do most Exchange Server daily tasks through Exchange Management Shell (EMS) in a fast and easy way.

Note: through these papers we use **abdelwahed.me** as Exchange Organization.

[Get all CAS Servers available in Exchange Organization](#)

```
Get-ClientAccessServer
```

[Get all MailBox Servers that available in Exchange Organization](#)

```
Get-MailboxServer
```

[Get all mailbox DataBase that available in Exchange Organization](#)

```
Get-Mailboxdatabase
```

[Move Exchange 2013 Default DB path \(HRDB\)](#)

```
Move-DatabasePath "HRDB" -EdbFilePath "E:\HR\HRDB.edb" -LogFolderPath "F:\HRDB"
```

[Create new mailbox DB \(ITDB\)](#)

```
new-mailboxdatabase -Server "EX01" -Name 'ITDB' -EdbFilePath 'E:\ITDB\ITDB.edb' -LogFolderPath "E:\ITLOG\ExchangeLogs"
```

```
mount-database -Identity 'ITDB'
```

[Check all Active Directory users](#)

```
Get-user
```

[Check active directory users that have email account](#)

```
Get-Mailbox
```

[Create Mailbox for existing active directory user in specific database \(ITDB\)](#)

```
Enable-Mailbox user01@abdelwahed.me -Database ITDB
```

[Create users mailboxes for all users in the IT OU in ITDB](#)

```
Get-user -organizationalunit IT | enable-mailbox -database ITDB
```

[Create users mailboxes for all Active Directory users in specific database \(DB1\)](#)

```
Get-user | enable-mailbox -database DB1
```

[Limit send and receive message size for specific user](#)

```
Set-Mailbox "user02" -MaxSendSize 25mb -MaxReceiveSize 35mb
```

[Limit send and receive message size for all mailbox in the server](#)

```
Get-Mailbox -Server "EX01" | Set-Mailbox -MaxSendSize 15mb -MaxReceiveSize 30mb
```

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[Exchange Daily Admin Tasks using PowerShell \(EMS\)](#)

[Set Send / receive prohibit \(Mailbox size 5 GB\) for all mailboxes in specific Database](#)

```
Set-database "IT" -prohibitsend 5gb
```

[Create Dynamic Distribution Group that contains all recipients who have a Department equals "HR" or "IT"](#)

```
New-DynamicDistributionGroup -Name "HR Group" -IncludedRecipients "MailboxUsers,MailContacts" -ConditionalDepartment "IT","HR"
```

[Get and Create Offline Address Book](#)

```
Get-OfflineAddressBook
```

```
New-OfflineAddressBook -Name "OAB-FAB" -AddressLists "Global Address List FAB"
```

```
Get-OfflineAddressBook
```

```
Get-OfflineAddressBook "OAB-FAB" | Update-offlineAddressBook
```

[Hide specific Mailbox from GAL](#)

```
Set-Mailbox -Identity User@abdelwahed.me -HiddenFromAddressListsEnabled $true
```

[Disable \(Disconnect \) user mailbox](#)

```
Disable-Mailbox user03@abdelwahed.me
```

[Connect disconnected mailbox](#)

```
Connect-Mailbox -Database "ITDB" -Identity "user03"
```

[Remove the mailbox and the Active Directory user account \(saved by default 30 days\)](#)

```
Remove-Mailbox -Identity "user05"
```

[Remove all mailbox in Exchange organization with linked Active Directory user accounts](#)

```
Get-Mailbox | Remove-Mailbox
```