Modify ProxyAddress for Multiple Users: AD Pro Toolkit

Table of Contents

Overview

In this guide, I'll show you how to add, change, and remove ProxyAddresses using the AD Pro Toolkit. This will update the proxyAddresses attribute for on-premise Active Directory user accounts.

Warning

1. It is recommended to test updating a few accounts first to make sure the proxyAddresses update as needed. After verifying the accounts update correctly, then proceed with making bulk proxyAddress updates.

2. Before making bulk changes to user accounts, create a backup of the user attributes. Run the All Users report and add the attributes that you want to change such as ProxyAddresses. Then export the report to a CSV file. This will give you a backup of the user attributes so you can refer to it if needed

How to Add New ProxyAddresses to multiple user accounts

In this example, I'll add new proxyaddresses to user accounts. To update or replace proxyaddresses see the next section.

1. Click on "Modify Bulk Users" and download the csv template.
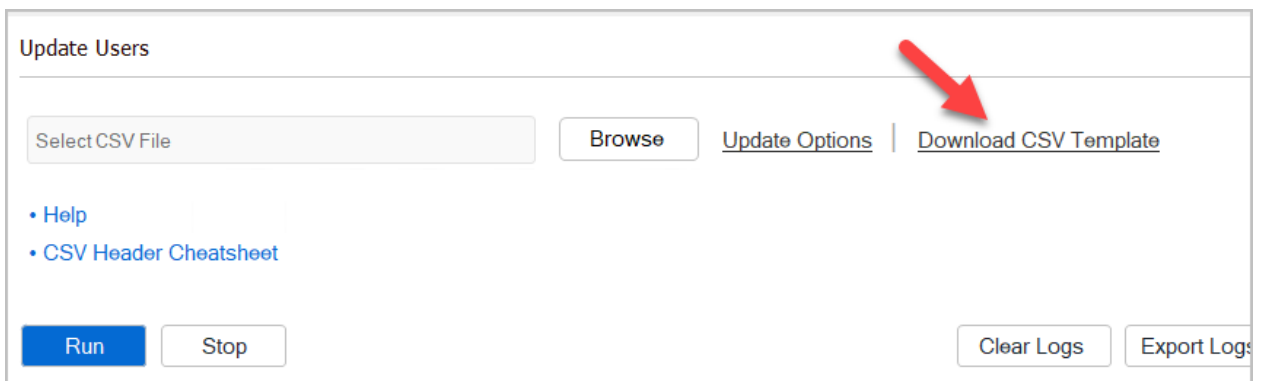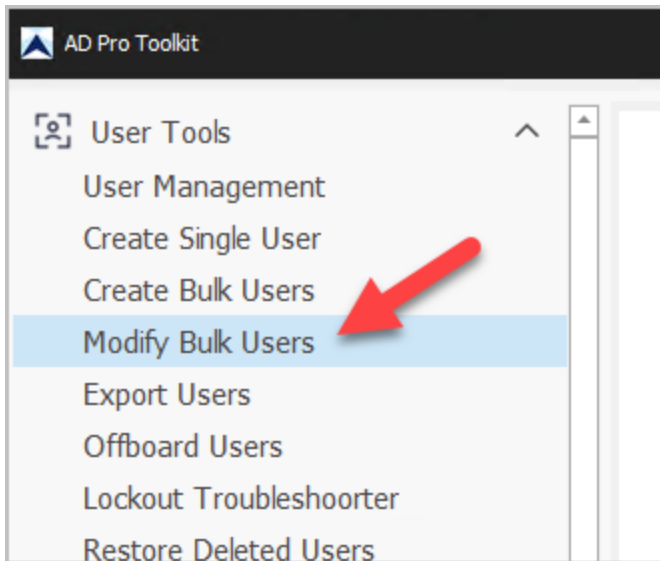
2. Fill out the CSV with user and proxyaddress information CSV Example. If you need to add multiple proxyaddresses seperate them with a comma. You can remove columns from the csv that you do not need.

   CSV Example.

A	
sAMAccountName	proxyAddresses
Barbara.McGregor	SMTP:Barbara.McGregor2@activedirectorypro.com
Beulah.Diamond	SMTP:Beulah.Diamond2@activedirectorypro.com
Betty.Williams	SMTP:Betty.Williams2@activedirectorypro.com
Alton.Radford	SMTP:Alton.Radford2@activedirectorypro.com
Bryant.Taylor	SMTP:Bryant.Taylor2@activedirectorypro.com
Anita.Sinclair	SMTP:Anita.Sinclair2@activedirectorypro.com
Andrew.Brackett	SMTP:Andrew.Brackett2@activedirectorypro.com
Ana.Luz	SMTP:Ana.Luz@activedirectorypro.com
Anthony.Thorson	SMTP:Anthony.Thorson@activedirectorypro.com
Brenda.Dulaney	SMTP:Brenda.Dulaney@activedirectorypro.com
Abbie.Peters	SMTP:Abbie.Peters@activedirectorypro.com
Barbara.Beecher	SMTP:Barbara.Beecher@activedirectorypro.com
Brian.Stone	SMTP:Brian.Stone@activedirectorypro.com

3. Open the bulk modify user tool

4. Select your CSV file and click run.

Update Users

C:\Users\robert.allen.da\Desktop\Demo\add_proxy_add   1   Browse   Update Options   Download CSV Template

• Help
• CSV Header Cheatsheet

2   Run   Stop   Clear Logs   Export Logs

	Log Time	Log T...	Tool	Message
1	04/09/2025 10:3...	Info	User And Computer ...	43 records found. Click run to start the update.

Check the logs for any errors.

Update Existing ProxyAddresses

If an account has a proxyAddress that you want to update use these steps.

1. Download the csv template

2. Fill out the csv with the target account and addresses you want to update.

- **sAMAccountName** = Target user account
- **proxyAddresses** = Target proxyaddress for the account you want to update
- **proxyAddresses_update** = This will replace what is in the proxyAddresses column.

CSV Example

A	B	C
sAMAccountName	proxyAddresses	proxyAddresses_update
test.user1	SMTP:test.user1@activedirectorypro.com	SMTP:test.user1@mynewdomain.com
test.user2	SMTP:test.user2@activedirectorypro.com	SMTP:test.user2@mynewdomain.com
test.user3	SMTP:test.user3@activedirectorypro.com	SMTP:test.user3@mynewdomain.com

3. Open the bulk modify user tool.

4. Click on "Update Options" and make sure "Update Existing" is selected.

5. Select your csv file and click run.

Remove All ProxyAddress

Warning: This will remove all user's proxyAddresses. I recommend running the All Users report first and exporting the proxyAddresses to a CSV file. This will give you a backup of the user settings in case you need to revert.

1. Put remove in the proxyAddress column.

A	B
sAMAccountName	proxyAddresses
test.user1	remove
test.user2	remove
test.user3	remove

2. Open the bulk modify user tool.
3. In the options "Add New" should be selected. Although you are not adding new proxyAddresses this option must be set to remove the addresses.
4. Select your csv file and click run.

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