



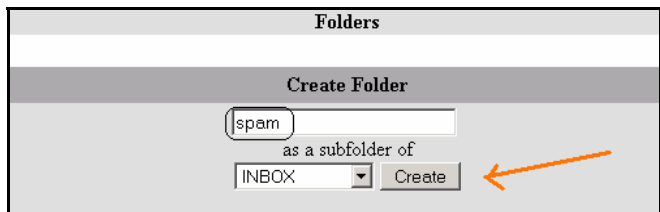
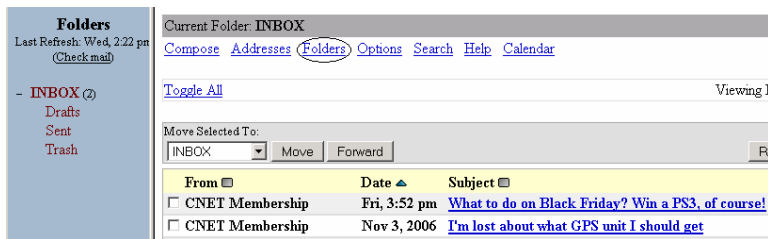
More than just WebMail access:

HOW TO SETUP A MAILFILTER IN SQUIRRELMAIL

1> Open your browser and go to mail.yourdomain.com Login



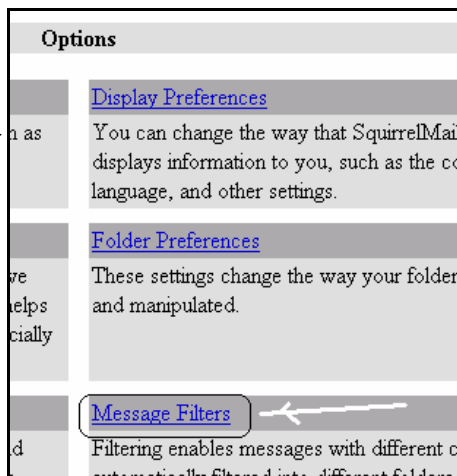
2> Click on FOLDERS ***



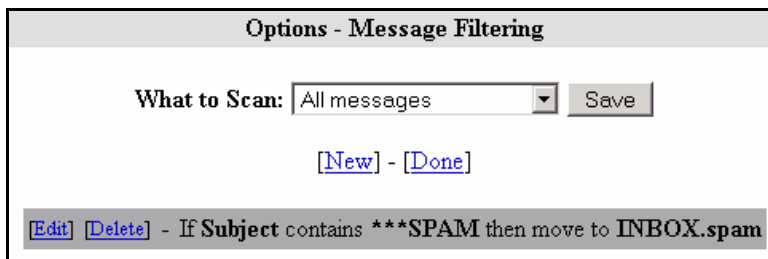
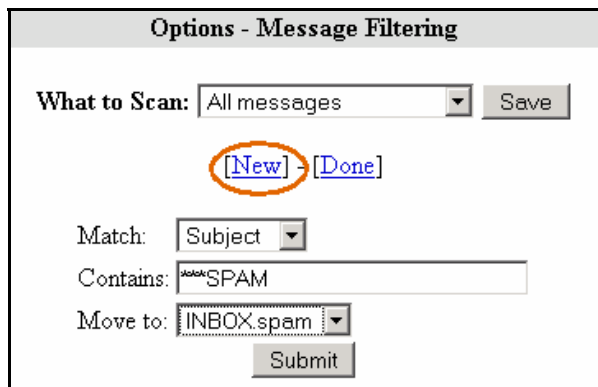
3> create a folder called spam. Refresh the Folder list to see it



4> Now click on OPTIONS and pick MESSAGE FILTERS



5> You want to make a NEW filter so that if the SUBJECT Contains ***SPAM (that's how they get marked) it Moves it to INBOX.spam which is the box you just created



REMEMBER: Now you can check the SPAM folder and see if anything has accidentally been marked as spam. If you find one, you must copy & paste it to a NEW MESSAGE to yourself, or the filter will grab it again. To prevent the same user from getting blocked you can make a NEW message filter, if SENDER = xxxx : Move to INBOX and put that rule AHEAD OF the main spam filter.

EMPTY THE SPAMBOX whenever you check it to keep it manageable and to prevent going over QUOTA. If you exceed your quota new mail will be bounced with a 'mailbox full' message to the sender. If your Outlook is IMAP'd once you've done this SquirrelMail configuration change, you can manage the spam folder from there without having to check SquirrelMail at all.

THIS FEATURE IS NOT AVAILABLE TO @FSJAMES.COM ACCOUNTS.

***If you don't want a separate spam box, you can go to Step 4 and choose to move ***SPAM to Trash folder. PURGE to empty it.