

Email Software Package Specifications

1. 1. Introduction

As science and technology grows rapidly, the Internet and Intranet have been making great progress and become increasingly popular among people. That's why more and more enterprises have chosen to base their business on the Internet and Intranet platform. And among all the services based on the Internet and Intranet, Email service is the most fundamental one.

Currently, there are two kinds of email systems provided by some web sites, i.e. the traditional email system and Web Mail system. The latter has the following two superiorities:

1. Easy to use: only web browser and access to the Internet are needed.
2. Easy to manage: The management mode based on the browser is provided

To satisfy users' requirements, we have developed an email software package, a Web mail system made especially for the middle and small-scale companies and enterprises. The package has the following features:

- l Easy to extend: only need to extend the email storage space;
- l Easy online management available
- l Quick and multiple access mode which makes it possible many people to visit the email server at the same time;
- l The management of the email users is based on database;
- l With Linux as the system environment, the email server is high security;
- l The email log files are available for the administrator to manage the system easily.
- l Both Chinese (GB) and English version Interfaces are available.
- l The user end is independent of the system platform;
- l Filter the email according to the keyword filtration rules provided;
- l Filter the email according to the extension of the attachment filtration rules;
- l Have the auto-forward function;
- l Provide a personal address book;
- l Have the auto reply email function;

2. **Instructions For Users**

2.1. Register & Login

Login

Account:	<input type="text"/>
Password:	<input type="password"/>
	<input type="button" value="OK"/>

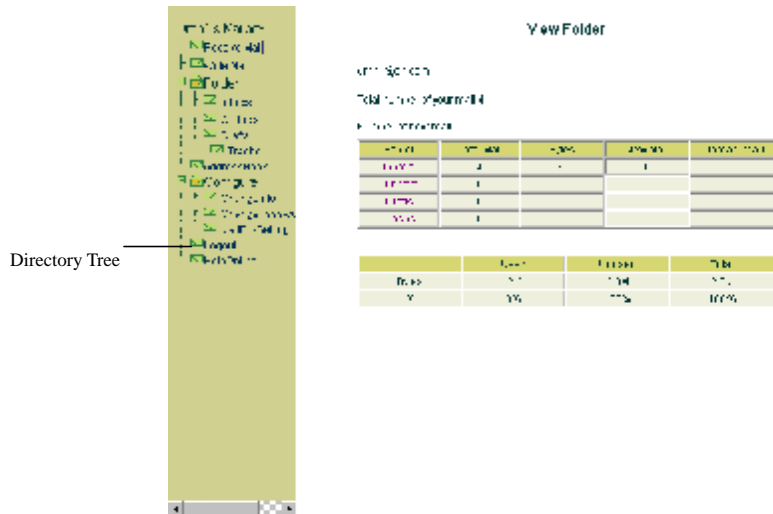
[\[Register\]](#) [\[Find my password\]](#)

The login page is as is shown above.

If you aren't our member, please click "Register" to start registration (Notice: The registration of membership is all free.). The registration page is as below:

Account	<input type="text"/>
	<input type="button" value="Submit"/> <input type="button" value="Re-write"/>
<p>Notice :</p> <p>The account should be composed by the letter set(a-z,0-9,_,.,-), and the first letter be a-z. For Example :</p> <ul style="list-style-type: none">lenonlenon_xulenon_xu_bjlenon_xu_cnmichael1974 <p>Click "Submit" Button to Continue.Click "Re-write" Button to cancel your input.</p>	

Fill in the blank as required, and click the "Submit" button to finish your registration process.

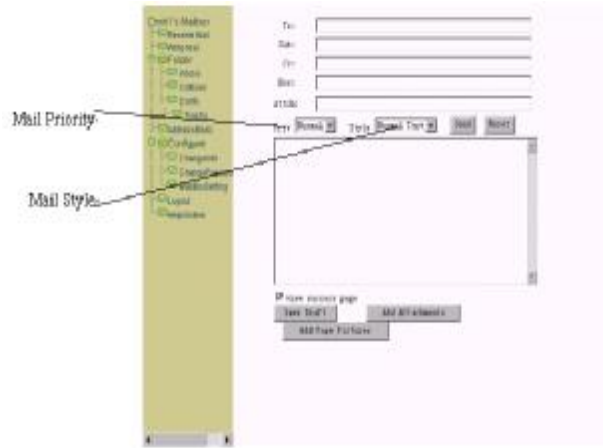


If you are our member, please enter your account name and password for access to your mailbox. If you forget your password, please click “Find my password” to recover your password. When you log in, you will see a page like this :

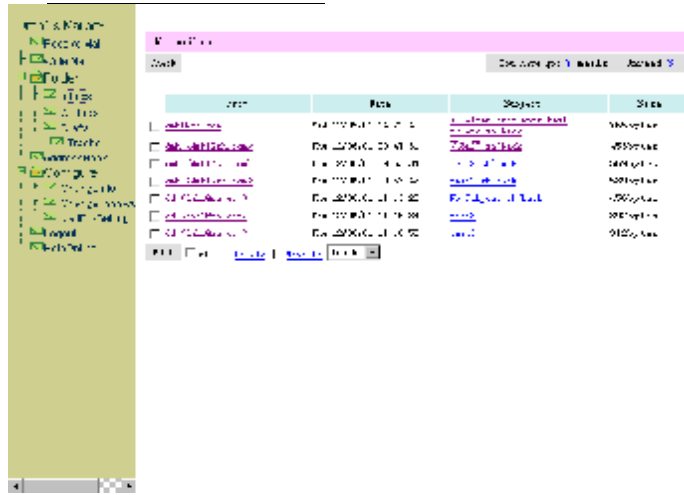
Users may conduct the following operations by clicking the corresponding items under the leftmost directory tree.

2.2. Receive and Send Mail

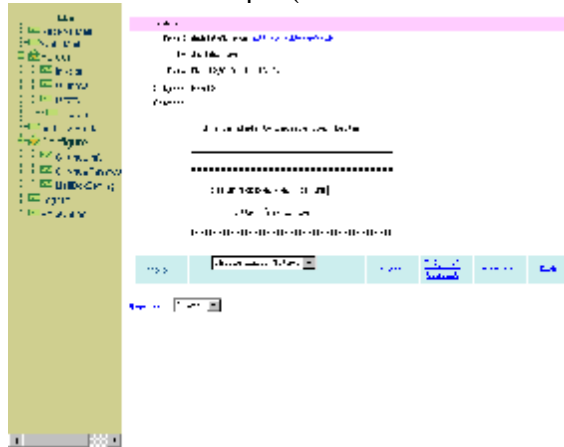
The “receive mail” page is as above. You can enter it by clicking the “Receive Mail” item under the leftmost directory tree. The “ Write Mail” page is shown below:



2.3. Check the Folder



Click the item under the “Folder” to enter the corresponding mailbox (e.g. Outbox, Inbox and so on). Take the “Read Mail” page for Inbox for example (other mailboxes are similar).





2.4. Address Book

In the personal address book and group address book shown above you can click “New” to add a new friend; or you can click “Search” to find information about your friend:



2.5. Mailbox Setting

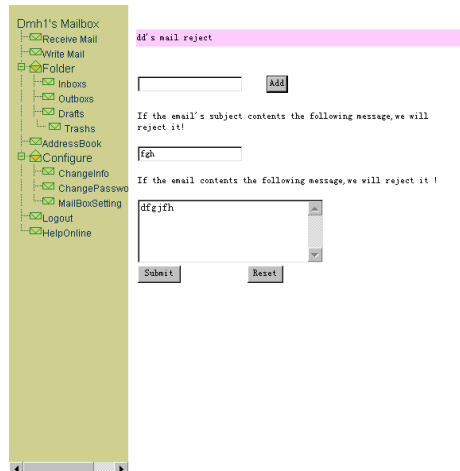
The mailbox setting includes “change information”, “change password” and advanced setting. “Change information” means changing your personal information entered at the time of registration; “advanced setting” is to modify the name of mailboxes (namely, the folders), and set mail and attachment filtration. Click the “Mail Setting” to enter the page.



EMAIL ADDRESS	POP3 USER	POP3 PASSWORD
Add New Mailbox	Change Username	Change Password
POP3 USER	POP3 PASSWORD	

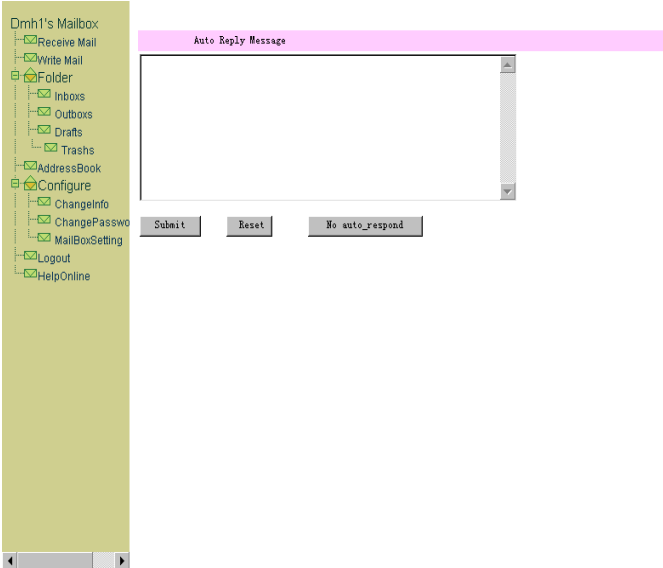
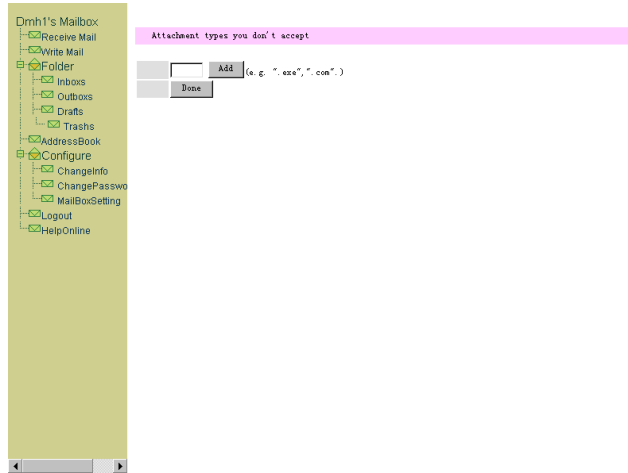


The “Forward” setting page is as above:



The “Mail Reject”(Mail Filter Setting) page is as above:

The “Attachment Filtration” page is shown below:



The “Auto Respond” page is as above

The “Mailbox name setting” page is as below:



2.6. Logout
 Click the “Logout” under the leftmost directory tree to log out.

3. Instructions For System Administrators

Please refer to the Chinese Version of the Specifications of the Email Software Package.