
IceWarp Server

Outlook Connector Guide

Version 9.3



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CHAPTER 1

Introduction

The Outlook Connector allows you to synchronize information between your IceWarp Server Account and Outlook:

- High stability with extremely low maintenance.
- Small plug-in compatible with Microsoft Outlook versions 2000, XP, 2003 and 2007. But NOT Outlook Express.
- Enables synchronization of Calendar entries, Contacts, Events, Notes, Tasks, Journals and Shared Folders between Outlook and the IceWarp Server.
- Share information with other Users.
- Automatic synchronization.
- Supports **all** items and entries in Outlook including attachments, folders, vCards, iCalendar, vFreeBusy information, attendees, planning, etc.
- UTF8 support
- Simple, user friendly interface

This manual describes how to install the Outlook Connector and how to set up all the features you may require.

CHAPTER 2

Installation

This chapter describes the installation of the Outlook Connector.

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Pre-requisites

Outlook must be installed on the machine which you want to install the connector, but it should not be running.

Note - that there are times when Outlook appears not to be running but actually is. You can check by look for OUTLOOK.EXE in the Windows Task Manager. If it is listed, you should take steps to close it down.

You should be reasonably confident in using Outlook.

You should have your IceWarp Server Account name, password, and hostname at hand - you will need these to configure your account.

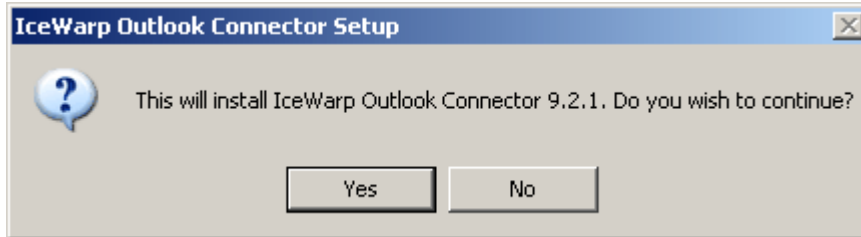
You need to know whether you want to integrate your IceWarp Server account into your default Personal Folder or have a new Personal Folder created.

You should have downloaded and unzipped the latest version of the Outlook Connector from the IceWarp website - **www.icewarp.com**. <http://www.icewarp.com>

Running the install

1. In the directory where you unzipped the Outlook Connector package, double-click the file setup.exe to start the installation process.

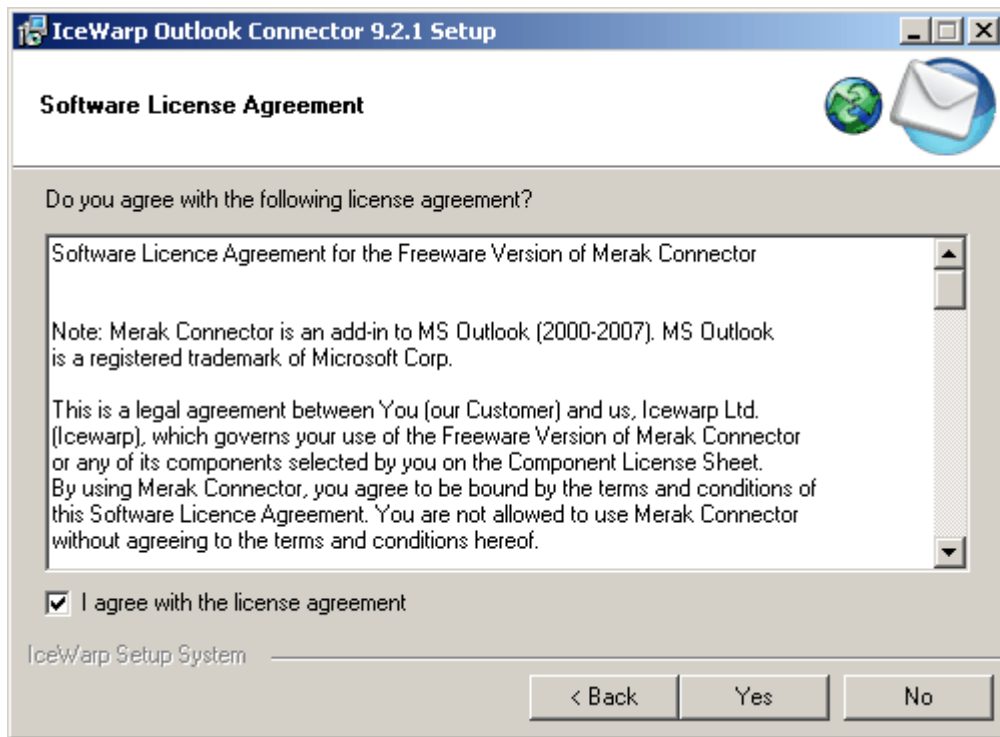
The Installation Confirmation dialog will be displayed:



2. Click Yes, The welcome dialog will be displayed:

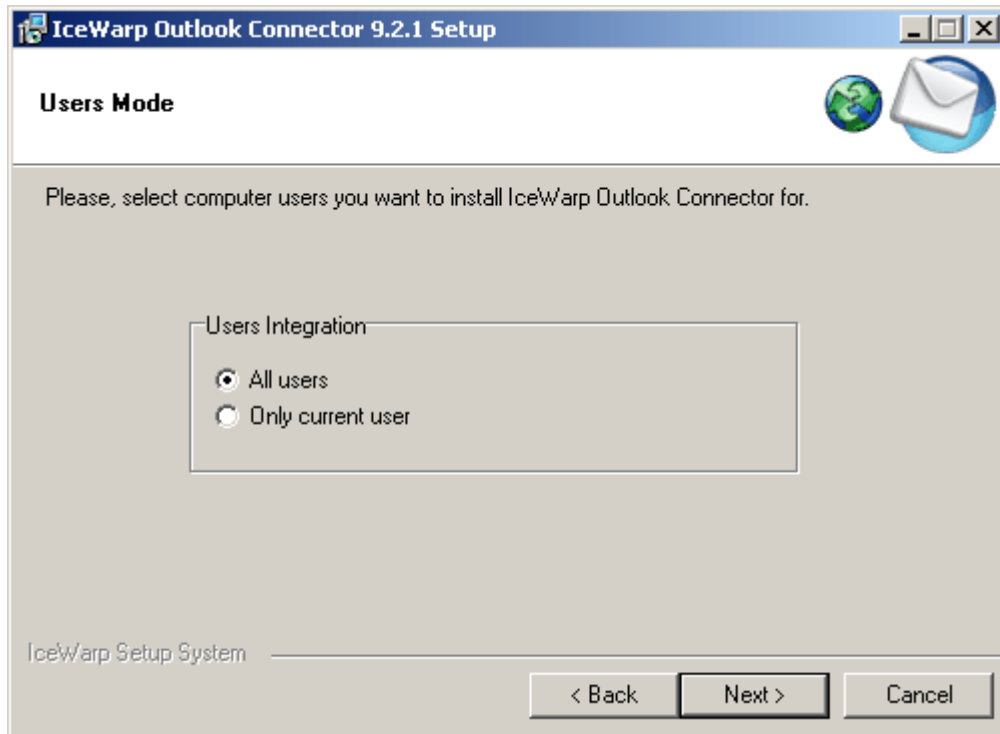


3. Click Next. The License screen will be displayed:

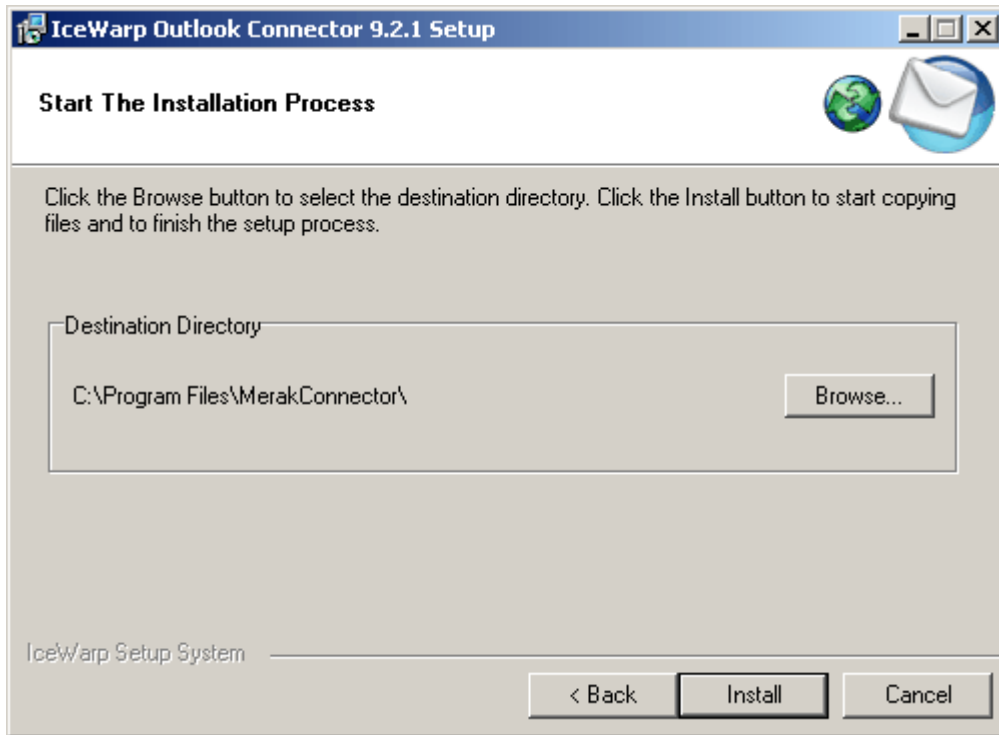


4. Check the box to confirm your agreement to the licensing and click Yes.

The next screen asks whether you are installing the Outlook Connector for All users or just the current user (this refers to Windows users, not IceWarp Server Users)



5. Make your selection and click Next. The Program Location screen is displayed:



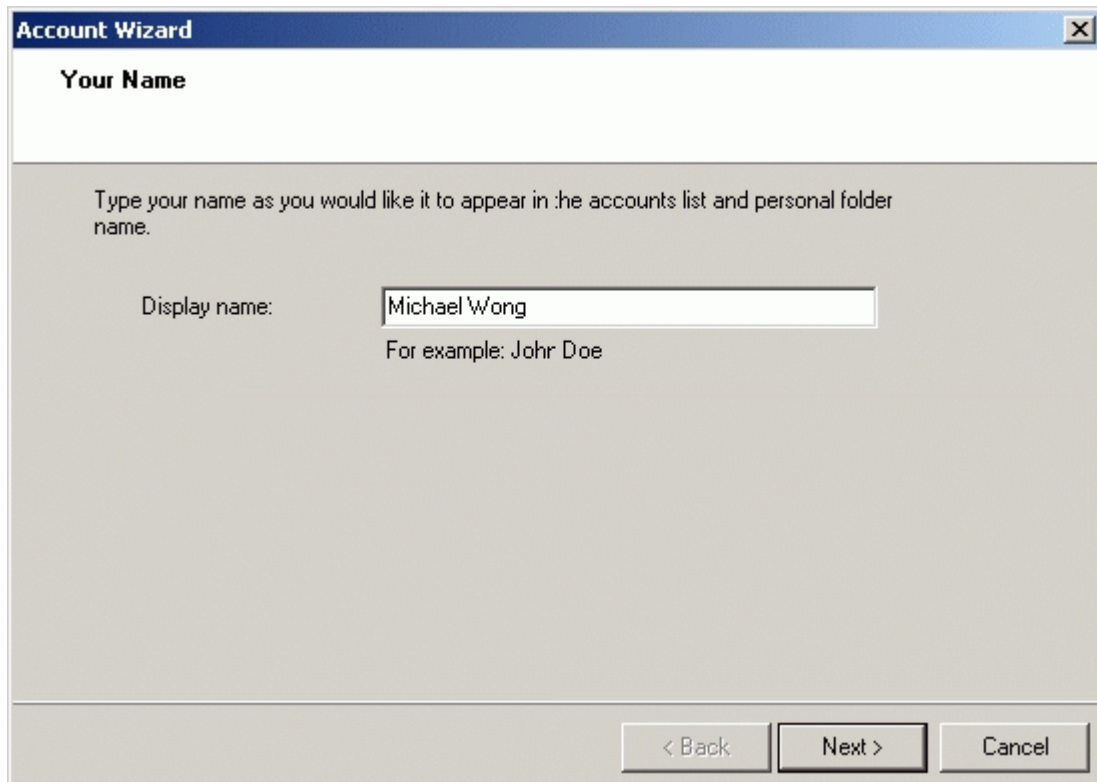
6. This allows you to specify the folder into which the software is installed. Either accept the default or change it by clicking the Browse button. Once you have selected the correct folder click Install.

At this point, as this is the first install of the Outlook Connector, the Add Account Wizard is executed to gather details of your IceWarp Server account to allow the installation to continue.

NOTE - After installation is complete, the Account dialog can be invoked directly from Outlook to add further accounts for synchronization.

Add Account Wizard

- a) The Account Wizard starts:



The screenshot shows a Windows-style dialog box titled "Account Wizard" with a close button (X) in the top right corner. The main content area has a header "Your Name" and a text prompt: "Type your name as you would like it to appear in the accounts list and personal folder name." Below this, there is a label "Display name:" followed by a text input field containing "Michael Wong". Underneath the input field is an example text: "For example: John Doe". At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

- b) Enter the name you wish to use and click Next.

The screenshot shows a Windows-style dialog box titled "Account Wizard" with a sub-header "Account Properties". Below the header, a message states: "Your e-mail address and password are used to logon to the groupware server." There are three input fields: "E-mail address:" containing "m.wong@merakdemo.com" with a hint "For example: john.doe@domain.com"; "Password:" containing a masked password "xxxxxxxxxx"; and "Server:" containing "mail.merakdemo.com" with a hint "For example: mail.domain.com". At the bottom right are three buttons: "< Back", "Next >", and "Cancel".

Account Wizard

Account Properties

Your e-mail address and password are used to logon to the groupware server.

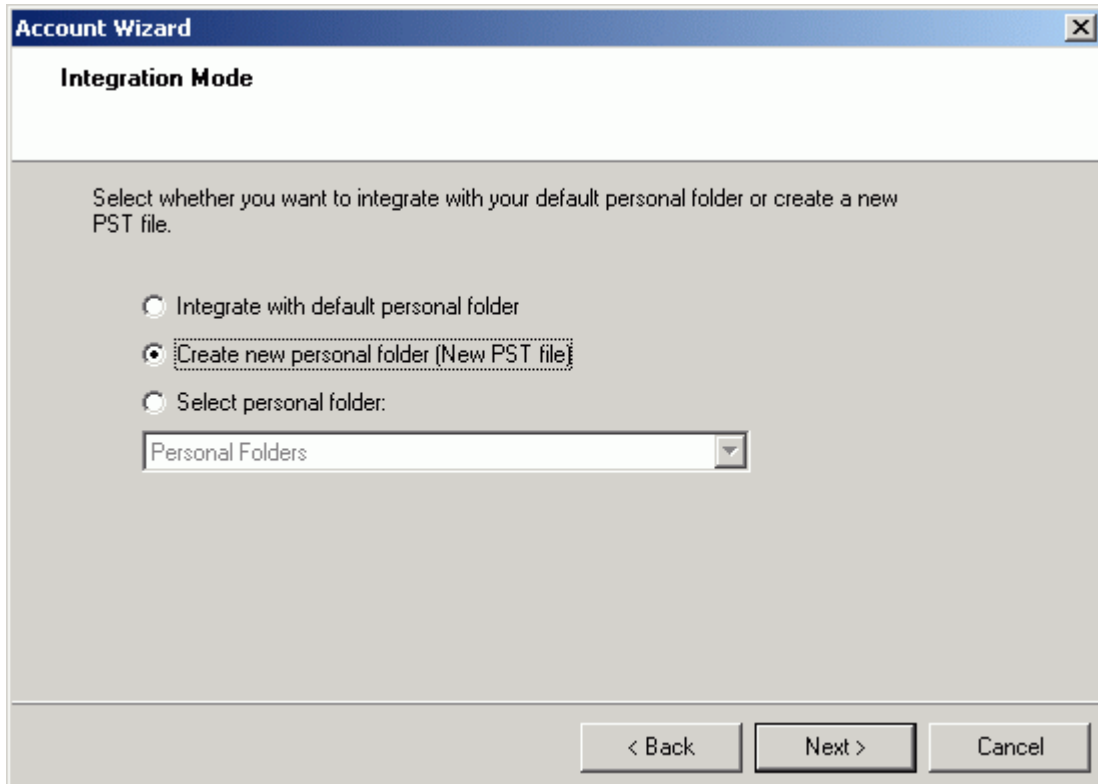
E-mail address:
For example: john.doe@domain.com

Password:

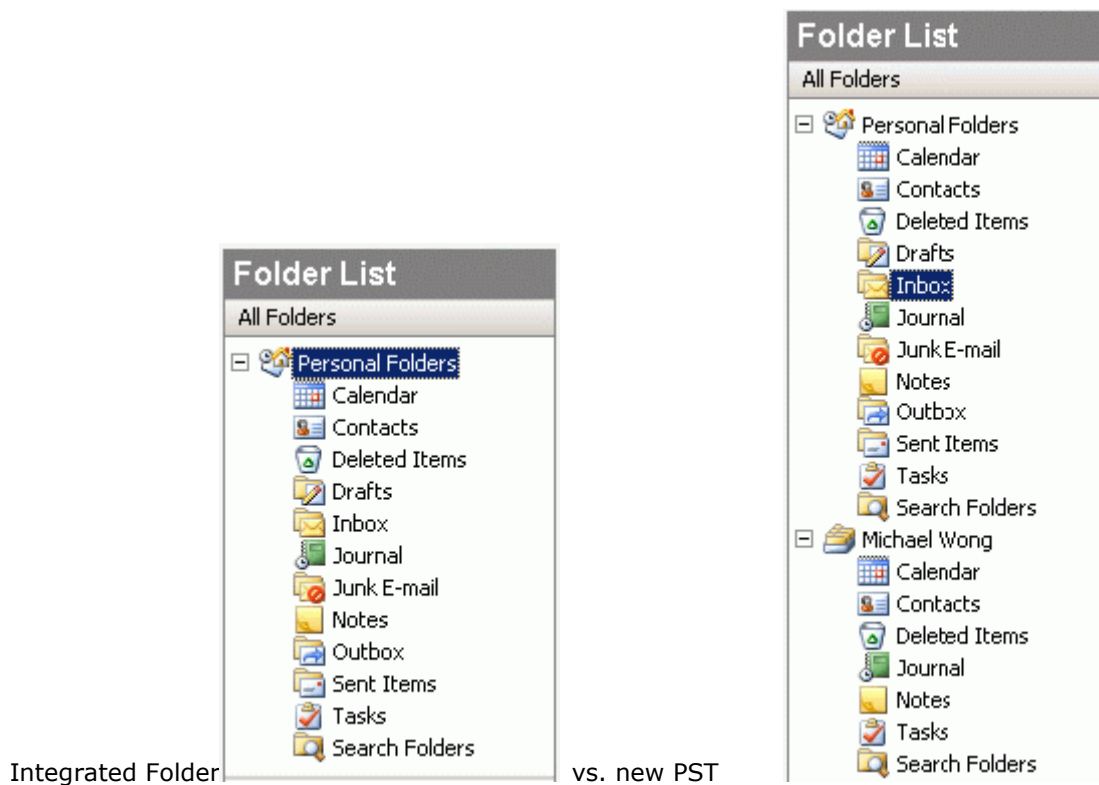
Server:
For example: mail.domain.com

< Back Next > Cancel

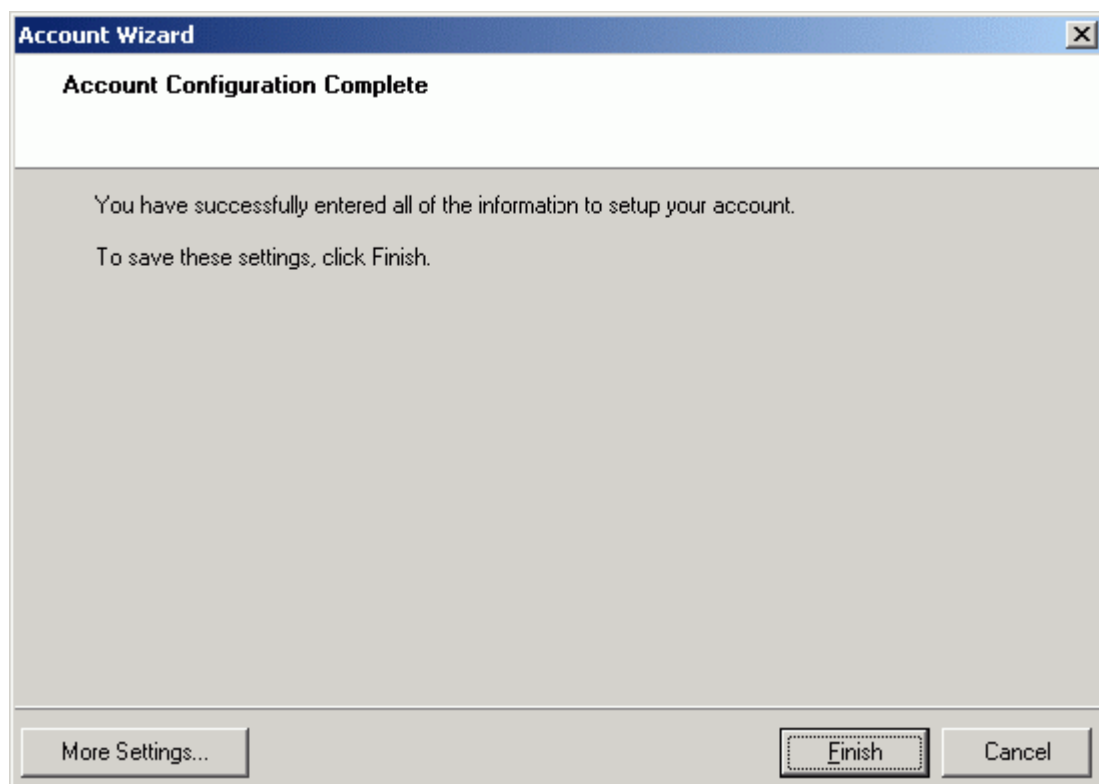
- c) Enter the Email address, password and hostname for your IceWarp Server Account. Click Next:



- d) Choose which way you want to see your new data - Integrated with your default PST, a new PST, or another PST already in existence. (See the example screenshots below for an idea of what you will get).



e) Click Next:

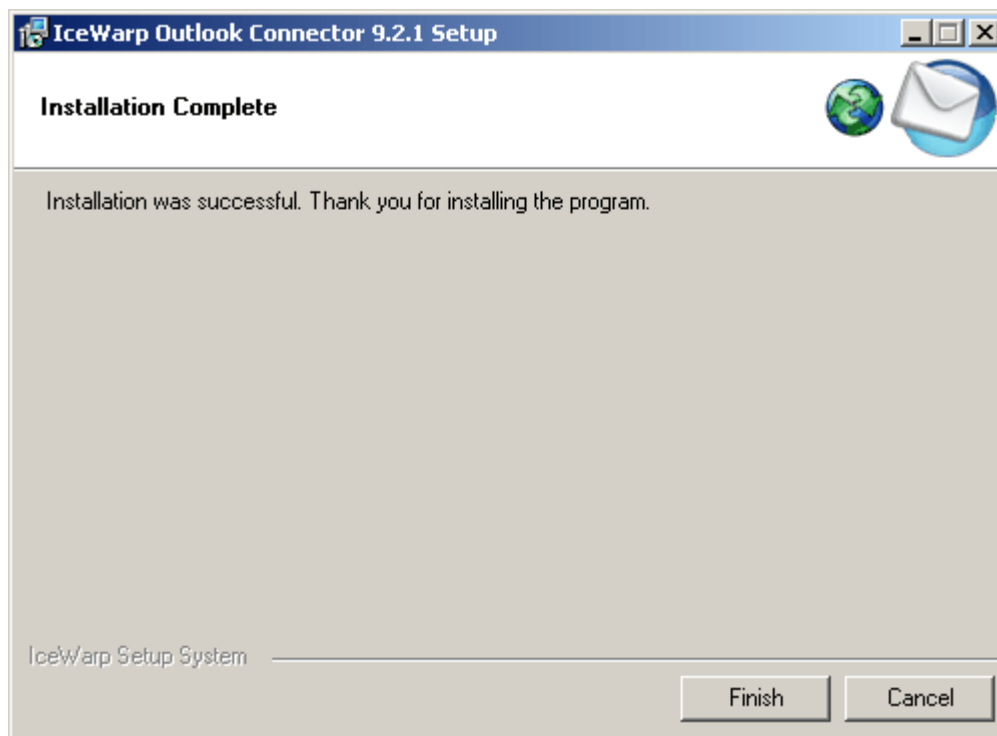


- f) Your first account is now configured and the installation can continue:
Click Finish to close the wizard and continue with the installation.

Finalizing the Install

A Progress dialog will be displayed giving you an idea of how complete the installation is.

When the Installation is complete the following dialog is displayed:



Click Finish and your installation is complete.

Using the Connector from within Outlook

This chapter describes how to :

- Change Account properties and add new accounts (see **here** (see "Account Tab" on page 15)).
- Share information with other Users (see **here** (see "My Friends tab" on page 18)).
- View other users information (see **here** (see "Shared Accounts tab" on page 16)).
- Publish FreeBusy information (see **here** (see "FreeBusy Appointment/Event Arrangement" on page 24)).
- Automatically Synchronize data (see **here** (see "Options Dialog" on page 21)).

The Outlook Connector Toolbar

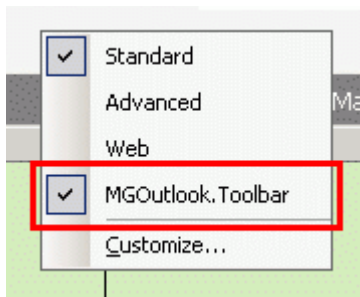
When you now start Outlook there will be a new toolbar available - The Outlook Connector toolbar - looking something like this:



If the toolbar is not visible then you should:

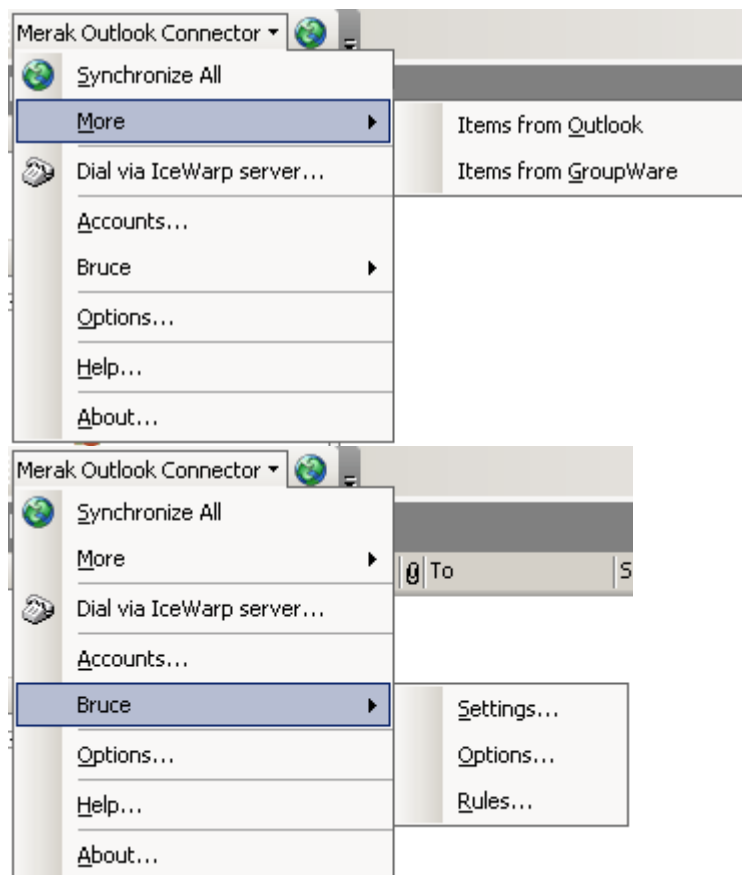
Right-click any blank area of the Outlook Toolbar area.

Check the box next to MGO Outlook.Toolbar and the toolbar should appear.



Clicking on the World icon in the toolbar will cause the connector to immediately synchronize all accounts.

Clicking on the Outlook Connector button open a drop down list of options, the following screenshots show the expanded options:

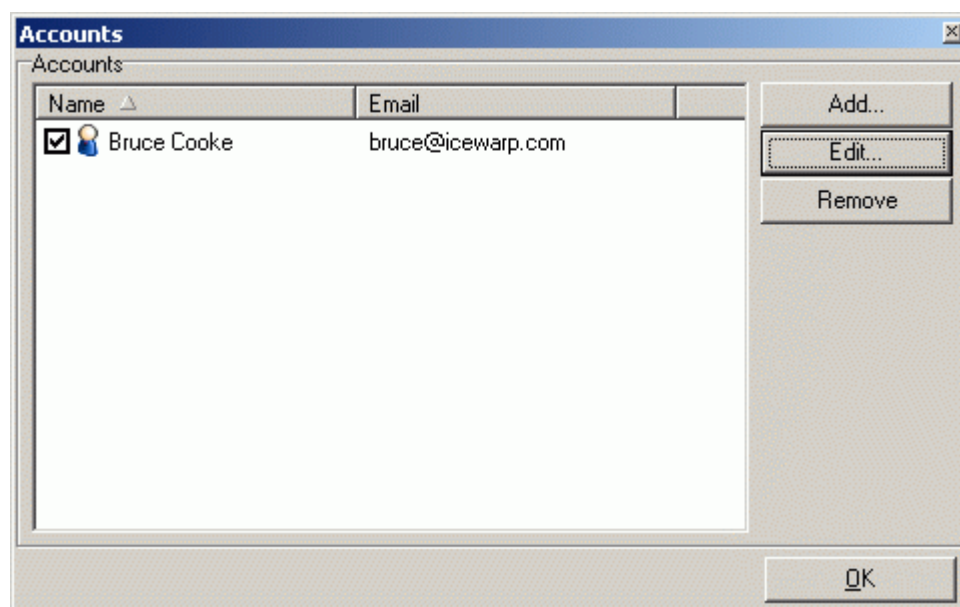


Option	Description
Synchronize all	Select this to have all accounts synchronized immediately.
More	<p>Items from Outlook - have have items added or modified within Outlook uploaded to IceWarp Server.</p> <p>Items from IceWarp Server - have have items added or modified within IceWarp Server uploaded to Outlook.</p>
Dial via IceWarp Server	Use this to initiate a call between your SIP device and another (see here for more information)
Accounts	Select this to open the Accounts dialog, discussed here
Bruce Cooke	<p>It won't be this, but all your GW accounts will be listed here. Selecting one opens a sub-list of options:</p> <p>Settings - open the settings dialog for the account (see <i>here</i> (see "Account Tab" on page 15)).</p>

	Options - open the Options dialog for the account (see <i>here</i> (see "Account Options" on page 39)). Rules - open the Rules dialog for the account (see <i>here</i>).
Options	Select this to open the Options dialog (see <i>here</i> (see "Options Dialog" on page 21)).
Help	Select this to open a Compiled Help (.chm) version of this manual.
About	Select this option to display version information for the Connector: 

Accounts Dialog

Selecting the Accounts option from the Outlook Connector Toolbar opens the Account Dialog:



All the accounts that you are synchronizing are listed in the main window.

Use the Add button to start the Account Wizard, as described *here* (see "Add Account Wizard" on page 7).

Select an Account and press Remove to remove that account from Outlook.

Select an Account and press Properties to open the Account properties dialog, where you can modify the properties set for the selected Account:

Account Tab

The Account tab shows basic connection properties for the account:

The screenshot shows the 'Account' dialog box with the following details:

- Account Tab:** Selected.
- Name:** Bruce
- Email address:** bruce@icewarp.com
- Password:** [Masked] with a 'Change Password...' button.
- Server:** mail.icewarp.com with a 'Proxy Settings...' button.
- Logon Mode:** SASL (dropdown menu).
- Use SSL connection:** ☐
- Store:** Personal Folders
- Buttons:** OK, Cancel

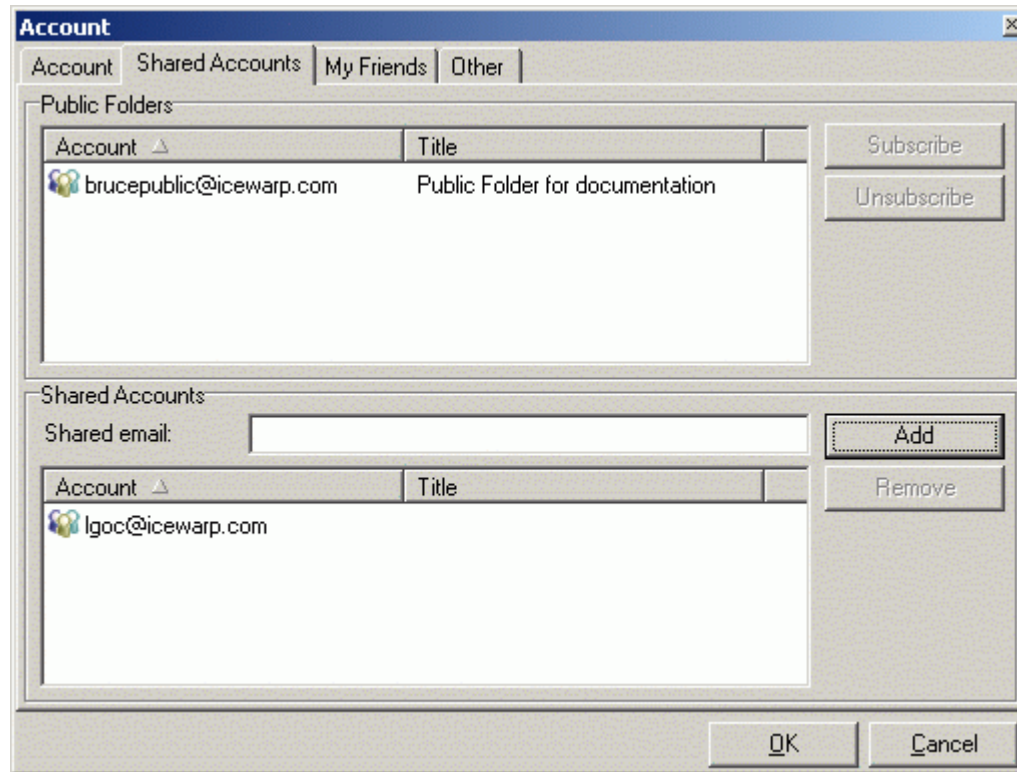
Field	Description
Name	The name of the account, usually the full name of the User. This value is also used as the name of the personal Folder if this account is not integrated with the default folder.
Email address	This is the email address of the Account.

Password	The password to be used to log into this account on the IceWarp Server.
Change Password	Press this button to open a dialog allowing you to change your account password.
Server	The hostname for the IceWarp Server hosting this account.
Proxy Settings	Press this button to open a dialog where you can enter your proxy settings if required.
Logon Mode	Select the logon authentication mode for this user, choose from SASL Simple Authentication and Security layer. Plain Plain text authentication. Windows Identity Use your windows login information for authentication. <div>Your system Administrator will be able to tell you which authentication to use to access your data.</div>
Use SSL connection	Check this option to have the connection secured with a high level of encryption.
Use plain text authentication	Disables the secure authentication process and allows plain-text authentication.

Shared Accounts tab

This tab allows you to synchronize other peoples accounts that have been shared with you.

NOTE - this means that the other user must have defined you as a friend (see [here](#) (see "My Friends tab" on page 18)), effectively giving you permission to access his personal data. See the GroupWare Reference manual for information.



Any public folders that are defined in IceWarp Server for your domain will be listed in the top pane.

Select a folder and press Subscribe to have that folder synchronized.

Select a folder and press Unsubscribe to stop synchronizing that folder.

Shared Accounts are listed in the lower pane.

Enter the email address of an account you wish to share and press add to have that account synchronized.

Select an already synchronized account and press Remove to stop synchronizing that account.

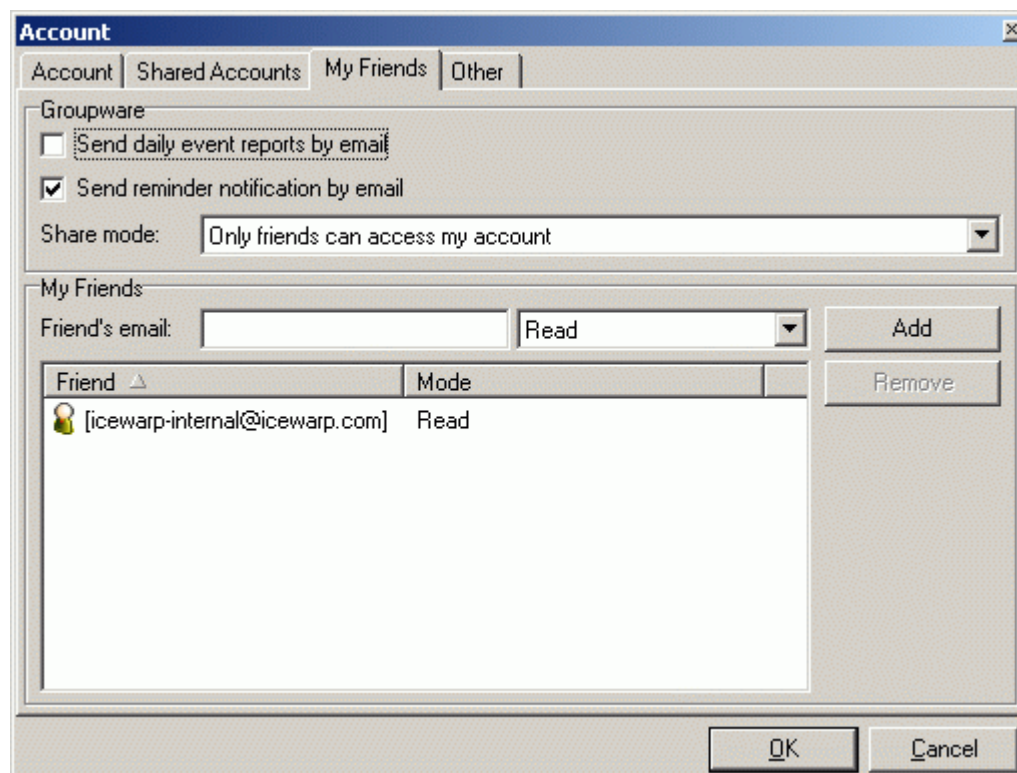
Press OK to close the dialog - new Personal folders will be created, one for each shared Account you added. They will be named as per the email address of the account.

NOTE - in Outlook 2003, the newly created Personal folder might only list Deleted Items and Search folder entries. To correct this and get a full view, choose Go -> Folder List from the Outlook menus

My Friends tab

Here you create a list of Users that can see your personal data, with the level of control they have over that data.

Also defined here is if you want daily emails listing today's events and reminders of upcoming events.

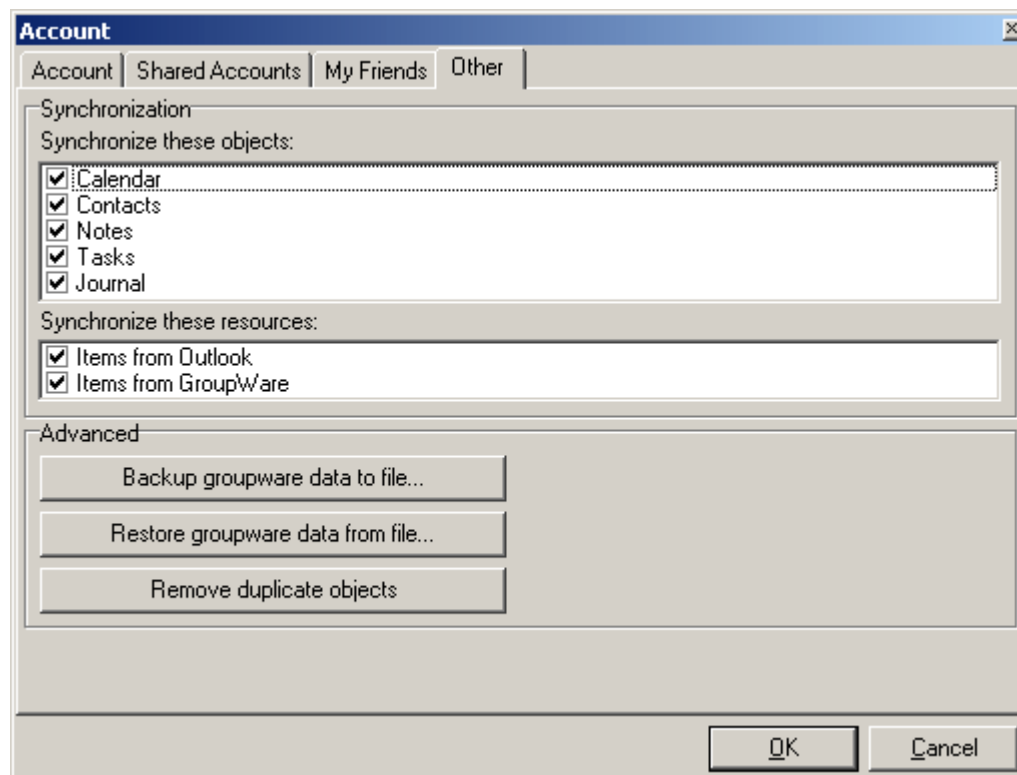


Field	Description
Send daily event report by email	Check this option to have a daily report of events sent to your email address.
Send reminder notification by email	Check this option to have an email sent to you reminding you of upcoming events.
Share Mode	Choose one of three share levels for your folders: My account is not shared with anybody Select this option and no-one can see your data. Only friends can access my account Select this option to limit access to your data to people defined as "friends" Anybody can access my account

	Select this option if you want to allow anyone access to your data
My Friends	This is where you define your "friends", people who can access your data
Friend's email	Enter the email address of your new friend
Access rights dropdown	<p>Select the access rights that this friend will have:</p> <p>Read</p> <p>This friend can only read items. Except items marked as Private.</p> <p>Read, Write</p> <p>This friend can read items and create new ones. Except items marked as Private.</p> <p>Read, Write, Modify</p> <p>This friend can read and change items, and create new ones. Except items marked as Private.</p> <p>Read, Write, Modify, Delete</p> <p>This friend can read, change and delete items, and create new ones. Except items marked as Private.</p> <p>Read, Write, Modify, Delete, Owner</p> <p>This friend can read, change and delete items, including items marked as Private, and also create new ones.</p>
Add	<p>Press the Add button to add the new friend.</p> <p>If you want to change the access rights for an already defined friend you should double-click the friend to populate the email and rights fields, change the access rights and press Add</p>
Remove	Select a friend and press the remove button to have that friend deleted from your list.

Other tab

Here you define what data items you want to synchronize and in which "direction" you want to synchronize them.



Synchronization

Select all the item types that you wish to synchronize

Synchronize these resources:

Items from Outlook - items that have changed in Outlook will be copied to IceWarp Server GroupWare.

Items from GroupWare - items that have changed in IceWarp Server GroupWare will be copied to outlook.

Checking both of these options causes a two-way synchronization between Outlook and IceWarp Server GroupWare.

Backup groupware data to file

Press this button to save all your groupware data to an XML file. A standard file dialog is opened to choose a file to save to. All data is downloaded from IceWarp Server and stored in XML format.

Restore groupware data from file

Press this button to restore groupware data from a previously created backup file.

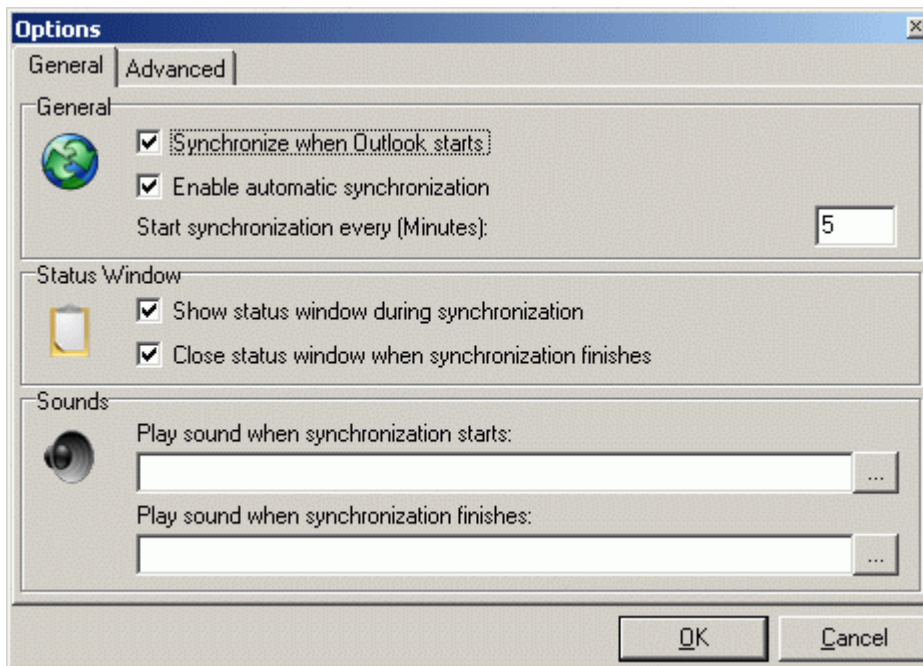
Remove duplicate items

Press this button to remove any duplicate items. This is useful if you have imported items into Outlook from an archive or backup file or restored items from a groupware backup and you may now have duplicate items in the system.

Options Dialog

The Options Dialog allows you to set various options to do with synchronization:

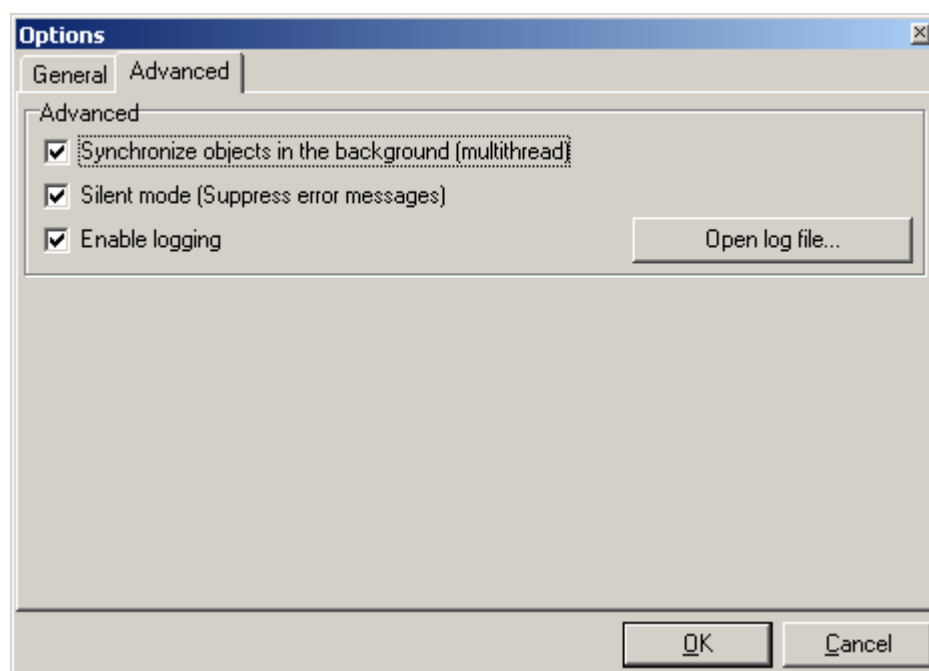
General tab



Field	Description
Synchronize when Outlook starts	Check this option to have the connector synchronize with IceWarp Server GroupWare when Outlook starts.
Enable automatic synchronization	Check this option to have the synchronization process run at regular intervals.
Start synchronization	Enter a value corresponding to the automatic synchronization interval, in minutes.

every (minutes)	
Show status window during synchronization	Check this box and a progress display will be shown every time synchronization occurs.
Close status window when synchronization finishes	Check this box to have the status window closed after synchronization (if the status window is enabled).
Play sound when synchronization starts	If you want to hear a sound when synchronization starts, use the '...' button to navigate to a .wav file to play.
Play sound when synchronization finishes	If you want to hear a sound when synchronization finishes, use the '...' button to navigate to a .wav file to play.

Advanced tab



Field	Description
Synchronize objects in the background (multithread)	Check this option and synchronization will be done as a multithreaded process. This is particularly useful if you are synchronizing a lot of data.
Silent mode (Suppress error messages)	Check this option and the Outlook Connector will not inform you of errors it encounters.
Enable logging	Check this option to have synchronization logging performed. Useful if you are

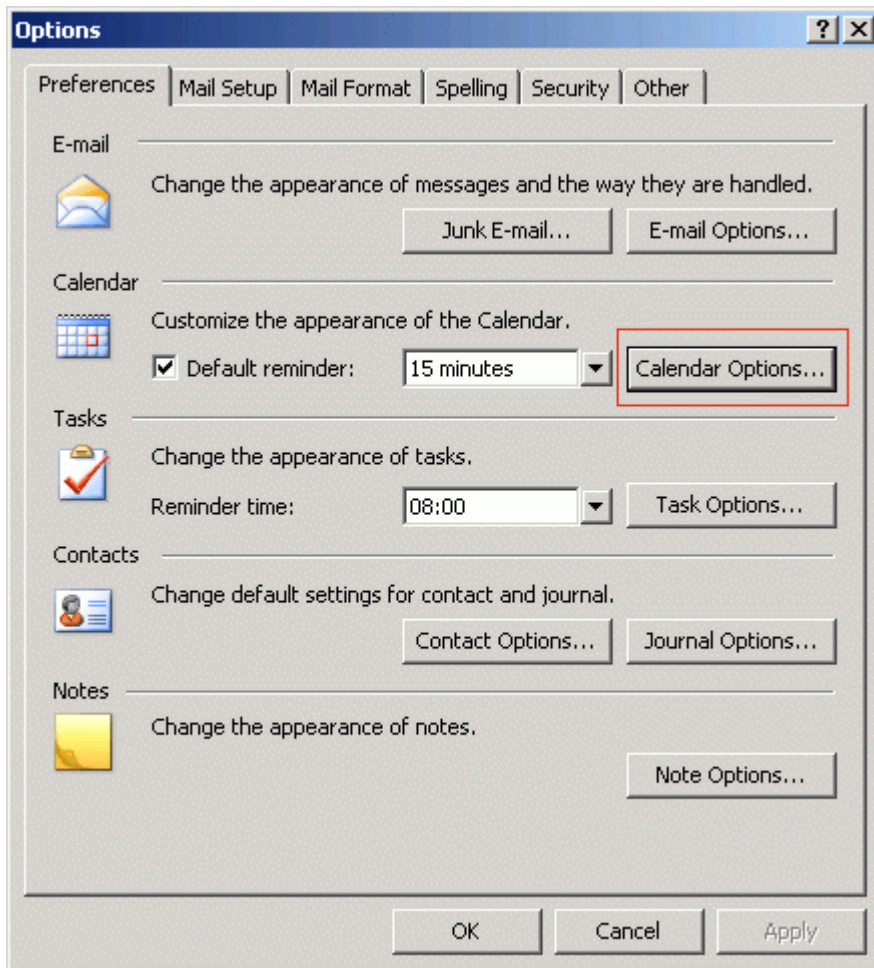
	having problems that are proving difficult to diagnose.
Open log file	Press this button to open the synchronization log file.

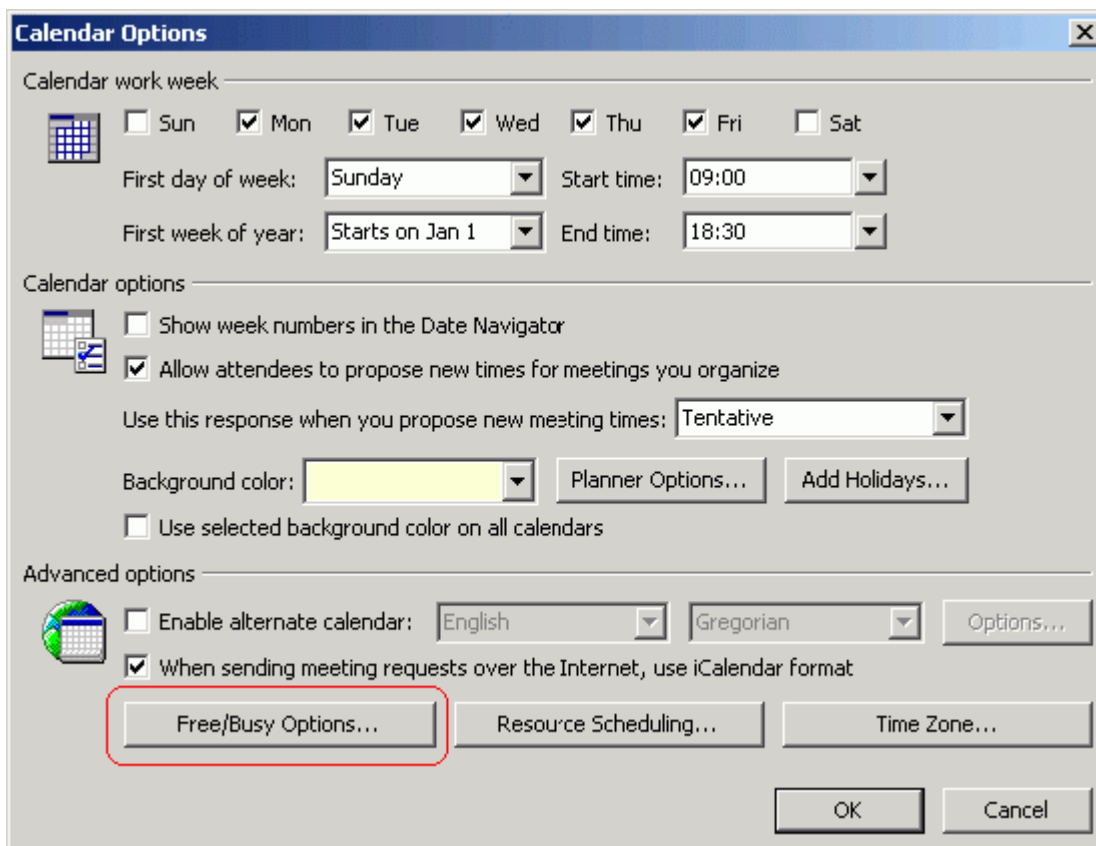
FreeBusy Appointment/Event Arrangement

This section describes how to publish your FreeBusy Information, allowing yourself and others to schedule meetings with multiple attendees without causing scheduling clashes.

Setting the FreeBusy Feature for Advanced Appointment/Event Arrangement

- 1 **To be able to retrieve, view and use other people's free/busy information, first you have to enable the feature in Microsoft Outlook and fill in the correct location on the server.**
- 2 **On the Tools menu, click Options and on the Preferences tab, click Calendar Options. See the screenshots below.**





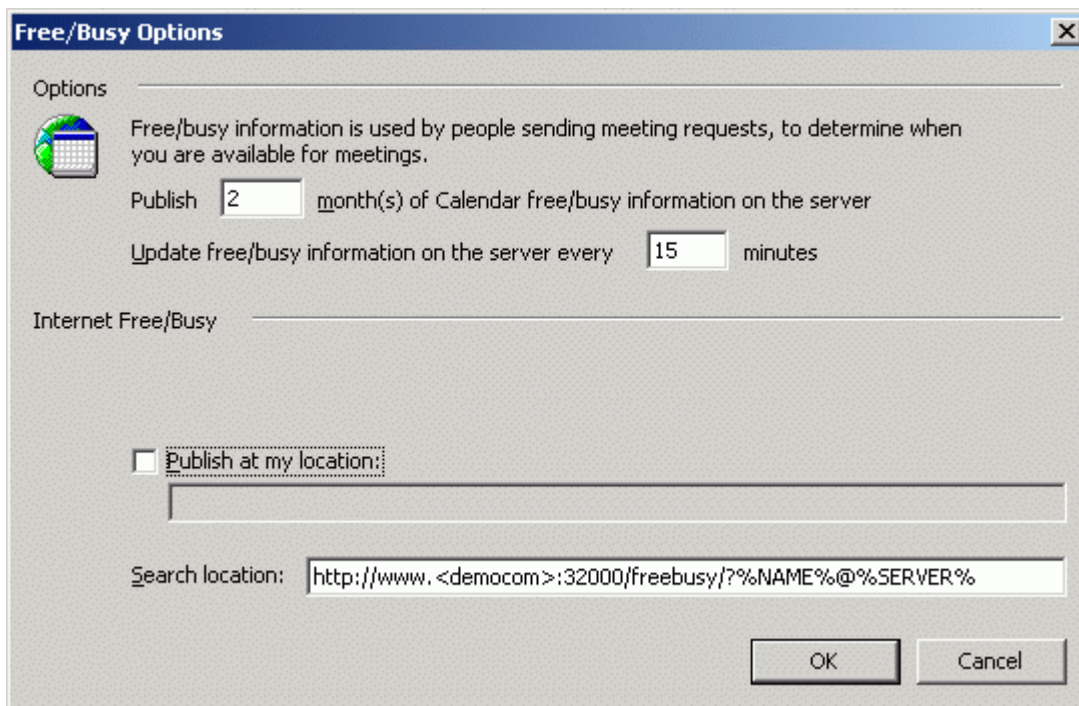
3 Click Free/Busy Options.

The only option you need to change here is the **search location**. You need to enter the location of your IceWarp Server in the form:

[http://hostname:\[port\]/freebusy/?%NAME%@%SERVER%](http://hostname:[port]/freebusy/?%NAME%@%SERVER%)

The hostname is your webserver and the port is the port that your webserver is set to listen on (default is 32000). The variables **%NAME%** and **%SERVER%** will be evaluated to the correct email address for your account.

Example - ***<http://www.icewarpdemo.com:32000/freebusy/?%NAME%@%SERVER%>*** - see below



- 4 **Do not check the Publish at my location box as the Outlook Connector will handle this automatically.**
- 5 **Click OK three times to close all dialog boxes.**

How to plan a meeting using FreeBusy

Return to the main screen in Outlook. For planning a meeting there is nothing really to set manually. Outlook **autodetects the free-busy information** for the people that you invite, and it **automatically inserts their free/busy time periods in the planner**.

- 1 **Once in the main screen, click Calendar, and then click New Meeting Request on the Actions menu (or CTRL+SHIFT+Q)**
- 2 **On the second Scheduling tab, type the name of each attendee in the All Attendees box.**
- 3 **Outlook will retrieve the free-busy information and display it in the planner, so you see the time periods immediately.**

Using the Dial Via SIP functionality

Both the Outlook Connector and Webmail PRO have the ability to dial out via SIP clients.

In the Outlook Connector

- Locate and select the contact you wish to call (if the person you wish to call is not in your contacts skip this step)
- Select "Dial via Merak Server" from the Outlook Connector dropdown menu.
- Check the correct contact is displayed and click Dial
- Your SIP client will start to ring, answer it.
- After a couple of seconds the other person's SIP client will be contacted and your conversation can start.

In Webmail PRO

- Click "Dial" on the menu bar.
- Select the Contact you wish to call (or type in the email address) and click Dial.
- Your SIP client will start to ring, answer it.
- After a couple of seconds the other person's SIP client will be contacted and your conversation can start.

Note that the call is in no way routed by Outlook Connector or Webmail PRO, they are just used to initiate the call. The SIP server dials your registered client and once connected route the call to the destination you specified. This method will work with any SIP client.

CHAPTER 3

Setting up a SIP Client - X-Lite

There are numerous SIP clients available, both software and hardware.

This section describes how to set up X-Lite to access your SIP server.

X-Lite is available from [*http://www.counterpath.com/*](http://www.counterpath.com/)

In This Chapter

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First run of X-Lite

When you first run X-Lite it will discover that you have no SIP account defined and will show the message "No SIP accounts are enabled"



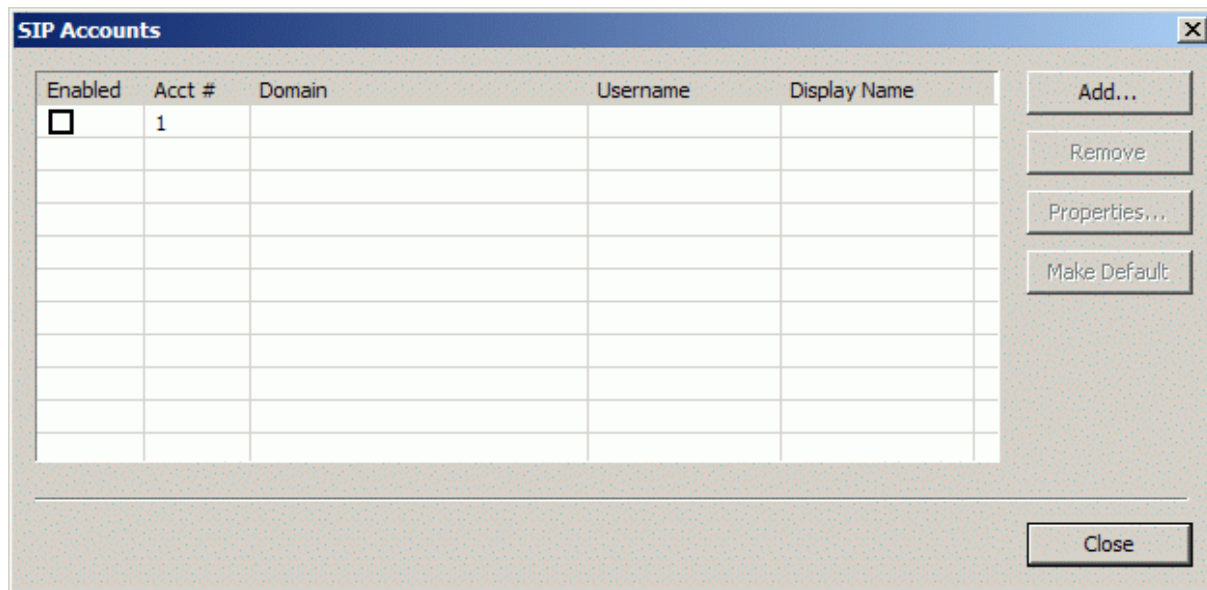
And the "SIP accounts" dialog will be displayed automatically.

If you wish to add your IceWarp Server account to X-Lite you should open the "SIP accounts" manually:



SIP Accounts dialog

The SIP accounts dialog shows you a list of all the SIP accounts you have defined.

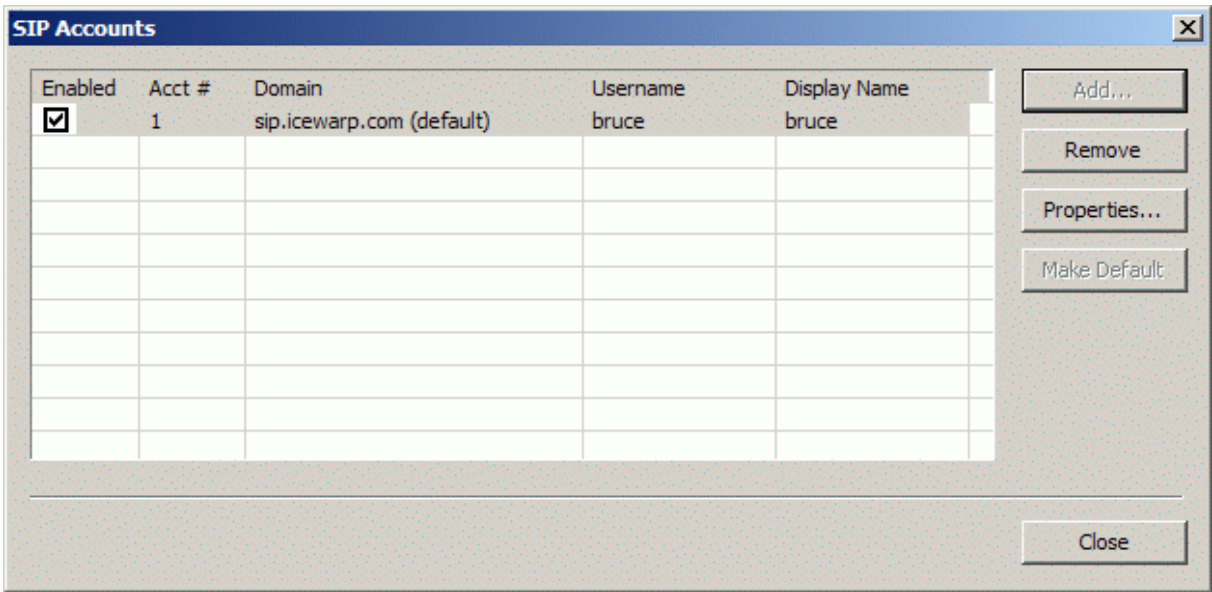


Press the Add button to define your IceWarp Server account. The properties dialog will be displayed:

Field	Description
Display name	Enter the display name you would like people to see when you are in a call with them.
User name	The User name supplied by your SIP service provider.
Password	The password supplied by your SIP service provider.
Authorization user name	Same as your User name.
Domain	Enter the domain name of your SIP service supplied by your SIP service provider.
Domain Proxy	Leave as is.

Dialing plan	Leave as is.
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Press OK to return to the SIP Accounts dialog:












Press Close to return to X-Lite.

X-lite will now attempt to connect to your SIP service provider and will show the following if successful:



Settings for the Grandstream Hardware SIP phone

The following screenshot shows the settings for the Grandstream hardware SIP phone:

Info	System	SIP	Provisioning	Regional	Phone	Ext 1	Ext 2	Ext 3	Ext 4	User	User Login basic advanced Personal Directory Call History
General											
Line Enable:			yes ▾								
Share Line Appearance											
Share Ext:		private ▾		Shared User ID:							
Subscription Expires:		3600									
NAT Settings											
NAT Mapping Enable:			yes ▾		NAT Keep Alive Enable:		no ▾				
NAT Keep Alive Msg:		\$NOTIFY		NAT Keep Alive Dest:		\$PROXY					
Network Settings											
SIP TOS/DiffServ Value:		0x68		SIP CoS Value:		3 ▾					
RTP TOS/DiffServ Value:		0xb8		RTP CoS Value:		6 ▾					
Network Jitter Level:		high ▾		Jitter Buffer Adjustment:		up and down ▾					
SIP Settings											
SIP Transport:			UDP ▾		SIP Port:			5060			
SIP 100REL Enable:		no ▾		EXT SIP Port:							
Auth Resync-Reboot:		yes ▾		SIP Proxy-Require:							
SIP Remote-Party-ID:		no ▾		Referor Bye Delay:		4					
Refer-To Target Contact:		no ▾		Referee Bye Delay:		0					
SIP Debug Option:		none ▾		Refer Target Bye Delay:		0					
Sticky 183:		no ▾		Auth INVITE:		no ▾					
Call Feature Settings											
Blind Attn-Xfer Enable:		no ▾		MOH Server:							
Message Waiting:		no ▾		Auth Page:		no ▾					
Default Ring:		10 ▾		Auth Page Realm:							
Conference Bridge URL:											
Mailbox ID:											
State Agent:											
CFWD Notifier:											
Proxy and Registration											
Proxy:			icewarp.com		Use Outbound Proxy:			no ▾			
Outbound Proxy:					Use OB Proxy In Dialog:		yes ▾				
Register:			yes ▾		Make Call Without Reg:		no ▾				
Register Expires:			30		Ans Call Without Reg:		no ▾				
Use DNS SRV:		no ▾		DNS SRV Auto Prefix:		no ▾					
Proxy Fallback Intvl:		30		Proxy Redundancy Method:		Normal ▾					

depends on your requirements

The settings you need to change for IceWarp Server are:

Proxy - The SIP server domain name

Display name - the name you wish others to see when you are in a call

Password - the password for your SIP server

Auth ID - Your SIP server username

Account Options

Selecting **options** from the sub-menu of an account opens the Account Options dialog where you can set Responder and Forwarder information for your email account:

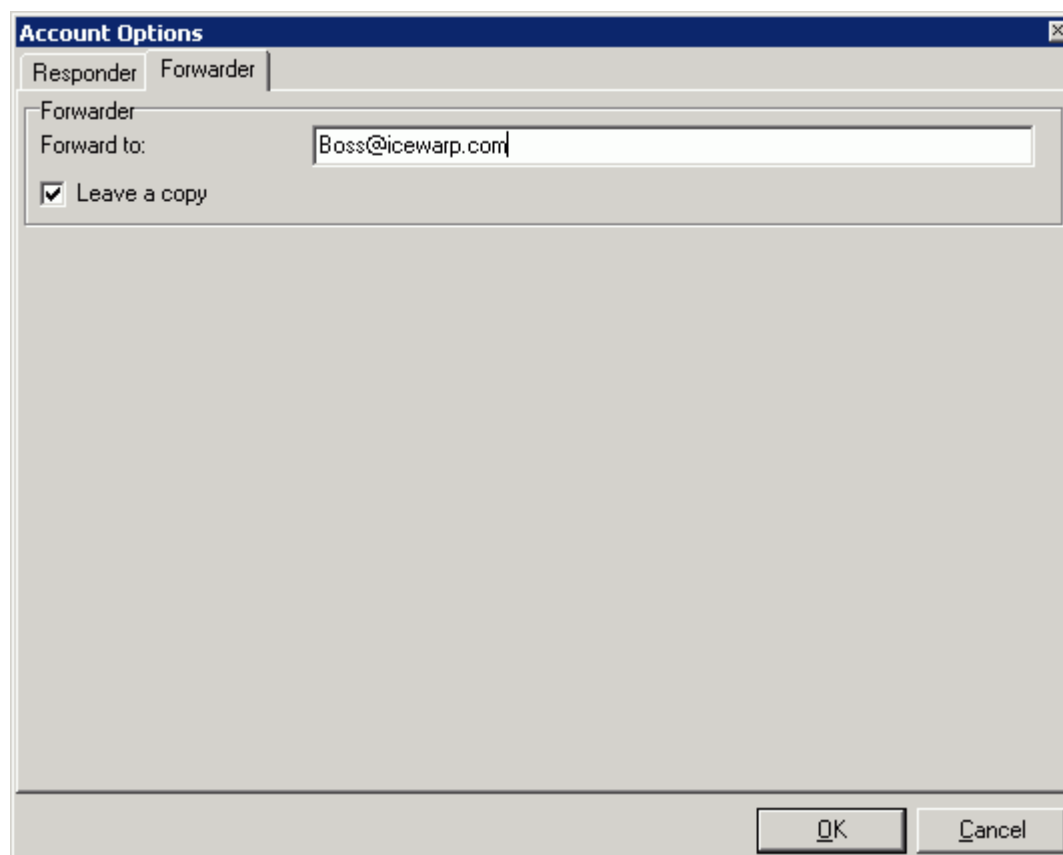
Responder Options:

Field	Description
Mode	<p>Choose a Mode from the drop-down box:</p> <p>Disabled No Response is set.</p> <p>Respond Always A response is sent for every message that comes in.</p> <p>Respond Once A single response is sent to each individual sender of emails.</p>

	Respond again after a period A single response is sent to each individual sender unless another message comes from the same sender after the number of days specified in the next field.
Respond again after (Days)	Specify the number of days after which additional responses will be sent (only valid for the "Respond again after a period" option).
From	Specify a "from" address for your response email.
Subject	Specify a Subject for your response message email.
Message text	Specify some text to be used as the body of your response email

In the example screenshot above a response will be sent from "bruce@icewarp.com", with a subject of "Away on Holiday" and the text shown as the body of the message. This message will be sent once in response to each individual sender, but if that sender sends another message more than 7 days after the first he will get the response again.

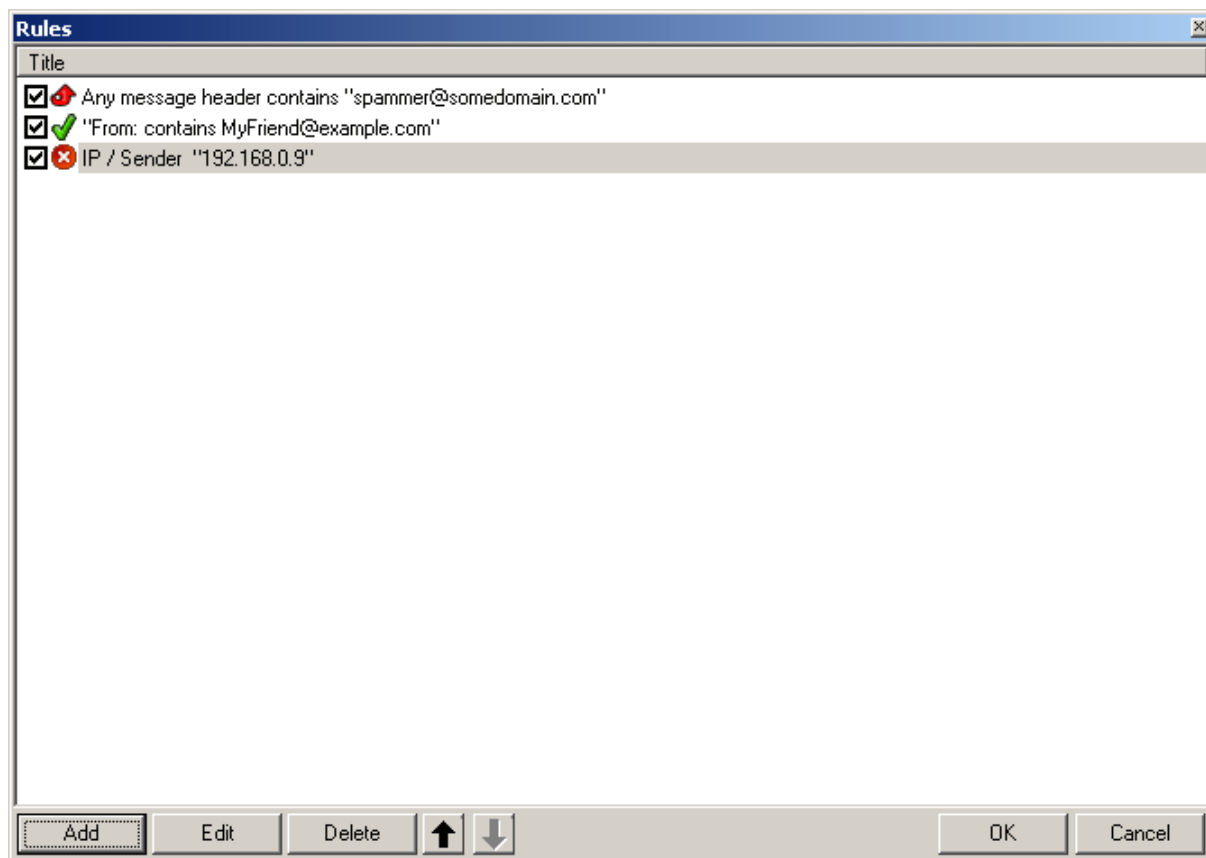
Forwarder Options



Field	Description
Forward to	Specify an address to have emails forwarded to.
Leave a copy	Check this option to have a copy of the message left in your inbox.

Rules

The Rules dialog allows you to define a set of rules that can automate your message processing.

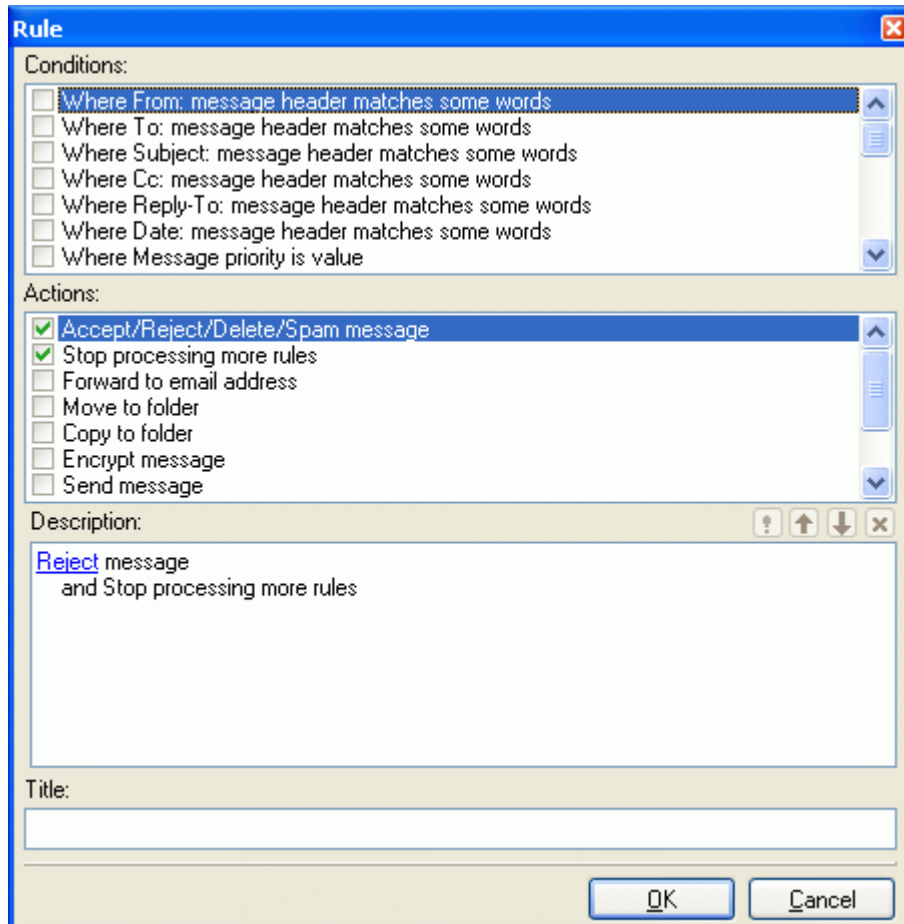


Multiple rules can be selected for deletion by holding the Ctrl key and clicking multiple rules.

A range of rules can be selected by clicking the first rule and then clicking the second rule while holding down the Shift key.

Rules can be activated and de-activated by checking/un-checking the box to the left of the rule. This is useful for testing purposes or to disable a rule for a time without deleting it.

Clicking on the **Add** or **Edit** button will open a dialog like this, which allows you to define or modify your rule:



The various options, and the **String conditions** dialog, are discussed in detail in the following table but first we will explain basic use of the three sections of the dialog:

The Conditions block

In this area you can select the properties of the message that you wish to perform some test on.

- Multiple conditions can be tested by checking multiple boxes.
- The same condition can be added multiple times by double clicking the Condition when it is checked.

The Actions block

In this area you select the Action(s) that you want to perform on the message if the Rule evaluates as True

- Multiple actions can be selected by checking multiple boxes.

The Logic Buttons

The buttons below the Actions block are used to add logic to the rule

- The Exclamation mark will negate (NOT) the Condition you are currently modifying.
- The up and down arrows will move the conditions up and down within the rule.
- The X button will delete the current Condition.

We recommend experimentation with these buttons to familiarize yourself with their function

The Description block

This will show the rule you are building or modifying and will change dynamically as you select or de-select Conditions and Actions.

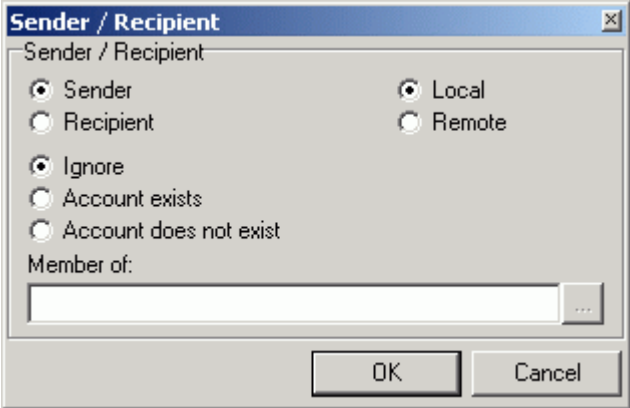
Areas of the rules that can be modified are highlighted in this block and clicking on them will open a further dialog box to allow you to define your test.

Title

The name of the rule, for identification purposes.

Condition	Description
Where From: message header matches some words	Check the From: header for a string Condition. In the rule description click on some words to create the string condition (explained below).
Where To: message header matches some words	Check the To: header for a string Condition. In the rule description click on some words to create the string condition (explained below).
Where Subject: message header matches some words	Check the Subject: header for a string Condition. In the rule description click on some words to create the string condition (explained below).
Where Cc: message header matches some words	Check the Cc: header for a string Condition. In the rule description click on some words to create the string condition (explained below).
Where Reply-To: message header matches some words	Check the Reply-To: header for a string Condition. In the rule description click on some words to create the string condition (explained below).
Where Date: message header matches some words	Check the Date: header for a string Condition. In the rule description click on some words to create the string condition (explained below).
Where Message priority is value	Check the priority of a message. Click on Normal in the Rule description to select a priority.
Where Message is spam	Check if the message has been marked as spam.

Where Message is size	Check the Message size. Click the 0 kB to select the message size criteria. Select Greater or Lower and specify a Size (in kB)
Where Message body matches some words	<p>Check the message body for a string condition. In the rule description click on some words to create the string condition (explained below).</p> <p>NOTE - Use this option with care as scanning the whole message body of every incoming message could seriously affect your Server performance.</p>
Where Custom message header matches some words	<p>Check a Custom message Header for a string condition.</p> <p>In the rule description click on some words to create the string condition (explained below).</p> <p>NOTE - this rule has an unusual format for the string condition!</p> <p>format - <header>:<string condition></p> <p>where</p> <p style="padding-left: 40px;"><header> is the name of your custom header</p> <p style="padding-left: 40px;"><string condition> is the string condition to test for.</p> <p>Example</p> <p style="padding-left: 40px;">MyHeader:jim;bob;john</p> <p>Would check the header "MyHeader" for any of the strings "jim", "bob" or "john".</p>
Where Any message header matches some words	Check all headers for a string condition. In the rule description click on some words to create the string condition (explained below).
Where Attachment name matches some words	Check the Attachment name for a string condition. In the rule description click on some words to create the string condition (explained below).
Where message contains attachment	Check whether the message has an attachment.
Where Sender matches some words	Check the Sender for a string condition. In the rule description click on some words to create the string condition (explained below).
Where Recipient matches some words	Check the Recipient for a string condition. In the rule description click on some words to create the string condition (explained below).

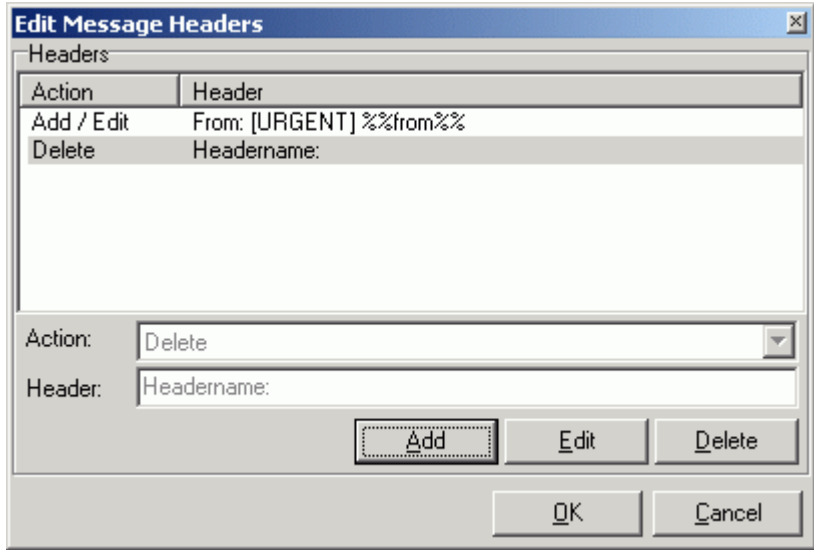
<p>Where sender/recipient is local/remote</p>	<p>Check the location of the sender or recipient. In the rule description click on local/remote to open the following dialog:</p>  <p>Sender / Recipient</p> <p>Select whether you want to check the the Sender or Recipient address</p> <p>Local / Remote</p> <p>Select whether you want whether the chosen address is a Local account or a Remote account.</p> <p>Ignore / Account exists / Account does not exist</p> <p>select whether you want to check whether the account exists, doesn't exist, or ignore this check.</p> <p>Only available for Local accounts</p> <p>Member of:</p> <p>Check whether the account belongs to a particular Domain, Group, Mailing List etc.. Press the '...' button to open the standard Select Item dialog.</p> <p>Only available for local accounts that you check the existence or non-existence of</p>
<p>Where Sender's IP address matches some words</p>	<p>Check the Remote IP address for a string condition. In the rule description click on some words to create the string condition (explained below).</p>
<p>Where rDNS (PTR) matches some words</p>	<p>Check the rDNS (PTR) record for a string condition. In the rule description click on some words to create the string condition (explained below).</p>
<p>Where Sender's IP address is trusted</p>	<p>Check if the Senders IP address is in the trusted list</p>
<p>Where Spam score is value</p>	<p>Click on 0.0 in the Rule description to define a greater than or less than value to check the spam score against.</p>
<p>Where SMTP AUTH</p>	<p>Check if this message was delivered using an SMTP Authorized connection</p>
<p>Where IP / Sender matches some words</p>	<p>Check the IP and Sender and Recipient for a string condition. In the rule description click on some words to create the string condition (explained below).</p>

	NOTE - that this condition exists for backwards compatibility only and it cannot be used with other conditions
All messages	A special condition that evaluates TRUE for all messages - use with care!

String Testing	Description
	Clicking on some words (in a new condition) or the string itself (in a condition already defined) will open the String Condition dialog box. There are four options available in the dialog: The Function drop-down box offers 7 options for the string test, the option chosen effects the content required in the String text-box
Contains list of strings (semi-colon separated)	Populate the String box with a list of strings to test for
Contains string	Populate the String box with the string you to test for
Regex	Populate the String box with a regular expression. There is a basic Regex tutorial here
Starts with string	Looks for the string specified in the String box at the start of the tested condition
Ends with string	Looks for the string specified in the String box at the end of the tested condition
Is string	Tests whether the tested condition is exactly equal to the string specified in the String box
Contains list of strings from file	The String box should contain the path to a text file containing a list of strings you wish to test for. Press the "..." button to open a file dialog to navigate to a file where you can specify strings, one per line.
Match case	Check this box to take string case into account.
Match whole word only	Check this box to perform a standard "whole word" check against the string.

Actions	Description
	The following Actions are available when a Condition is evaluated TRUE. Multiple Actions can be selected by checking multiple boxes. Selecting an Action will add the Action to the Description box and for some Actions you are able to click the text in the description to define the Action further. Details follow:

Reject/Accept/Delete/Spam message	<p>Adds an Action to Reject (default) the message.</p> <p>Click on Reject in the Description area to select Reject, Accept, Delete, or mark the message as Spam.</p>
Stop processing more rules	<p>Stop any further Rules from being processed, if this Rule is evaluated as TRUE.</p>
Forward to email address	<p>Forward the message to an email address.</p> <p>Click email address in the Description area to specify the email address.</p> <p>NOTE - that you can also send an instant message or an sms using this option:</p> <p>sms - use sms:<number> e.g. sms:0123456789</p> <p>IM - use xmpp:<jabberid> e.g. bruce@icewarpdemo.com</p>
Move to folder	<p>Move the message to a folder.</p> <p>Click on folder in the Description area to select the folder to move to.</p> <p>NOTE - The folder tree does not fill when you access this Action within Content Filters, you have to manually specify a mailbox.</p> <p>ALSO - although the INBOX folder may be shown in the folder tree, there is little point selecting this folder as this is the default folder that messages will come in to.</p> <p>ALSO - that you can have email delivered to a specific mailbox folder by specifying %%Extension%% as the folder name. When this is specified IceWarp Server will look for a folder name within the email address and store the message to that folder if it exists.</p> <p>Example:</p> <p>A message sent to john:%%important%%@icewarpdemo.com will be stored in the folder important</p> <p>Note the colon used to separate the User alias from the folder name, this can be changed to another character using the API.</p>
Copy to Folder	<p>Copy the message to a folder.</p> <p>Click on folder in the Description area to select the folder to copy to.</p> <p>NOTE - The folder tree does not fill when you access this Action within Content Filters, you have to manually specify a mailbox.</p> <p>ALSO - although the INBOX folder may be shown in the folder tree, there is little point selecting this folder as this is the default folder that messages will come in to.</p> <p>ALSO - that you can have email delivered to a specific mailbox folder by specifying %%Extension%% as the folder name. When this is specified IceWarp Server will look for a folder name within the email address and store</p>

	<p>the message to that folder if it exists.</p> <p>Example:</p> <p>A message sent to john:%%important%%@icewarpdemo.com will be stored in the folder important</p> <p>Note the colon used to separate the User alias from the folder name, this can be changed to another character using the API.</p>
Encrypt message	<p>Check this option to have the message encrypted.</p> <p>NOTE -that for this option to work there must be a copy of the User's public certificate located in a file called cert.pem in the User's mailbox folder. The message will be encrypted using this certificate and then can only be decrypted by the user using his private key in his email client.</p>
Send message	<p>Send a message.</p> <p>Click message in the Description area to open a dialog to define the message.</p> <p>You can define To, From and Subject fields, the Text of the message (or a file to retrieve the text from), the type of message (text, HTML, or message with attachment) and whether the message is email, an instant message, or both.</p>
Edit message header	<p>Select this option to Add, Edit or Delete a message header. Click on header to open the Edit Message Headers dialog.</p>  <p>Click Add to add a new rule.</p> <p>Select an already defined rule and Click Edit or Delete to modify or remove a rule.</p> <p>In the Action drop-down you should select whether this rule will Add/Edit a header or Delete a Header.</p> <p>In the Header field you should specify the header you are actioning -</p>

	<p>remember that a header name should always finish with a colon.</p> <p>You can also add your own named headers e.g. MyHeader:</p> <p>The first rule shown in the screenshot above modifies the From header - it adds the string "[URGENT]" to the start of the header. Note the use of the IceWarp Server system variable %%from%% here, which is the value of the original From header. Any system variable can be used.</p> <p>The second rule simply deletes the From header.</p>
Set message priority to value	Select this option to have the priority of the message changed. Click on Normal to select the new priority to be assigned.
Set message flag	Select this option to set a message flag. Click on flags to set the flag(s) you wish.

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