

Creating Mail-Filters / Forwards and Vacation messages to work automatically without logging-in all the time.

dp@datasoftindia.net

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Quota: 13.5MB of 97.7MB

Folders Last Refresh: Sat, 8:11 am (Check mail) INBOX (6) Drafts Sent Trash (Purge) Spam

Server-Side Mail Filtering - Create New Mail Filtering Rule

Condition

The condition for the following rules is: AND (Every item must match)

Select to Match multiple values or just a single one.

- Header To: or Cc contains
Header To: or Cc contains
Header To: or Cc contains

Less... More...

Action

Choose what to do when this rule triggers, from one of the following:

- Keep (Default action)
Discard Silently
Reject, sending this excuse to the sender:
Redirect to the following email address:
Move message into
Vacation: The notice will be sent only once to each person that sends you mail, and will not be sent to a mailing list address.

Additional Actions

- STOP: If this rule matches, do not check any rules after it.
Notifv me using the following method:

Creating Mail-Filters / Forwards and Vacation messages to work automatically without logging-in all the time.

dp@datasoftindia.net [Sign Out](#)

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**Quota:**  
13.5MB of 97.7MB

**Folders**  
Last Refresh: Sat, 8:11 am (Check mail)

**INBOX (6)**  
Drafts  
Sent  
Trash (Purge)  
Spam

Choose what to do:  
 Keep (Default)  
 Discard Silently  
 Reject, sending  
 Redirect to the  
 Move message  
 Vacation: The

STOP: I  
 Notifv me

### Server-Side Mail Filtering - Create New Mail Filtering Rule

The condition for the following rules is:

• Header	To: or Cc	contains	
• Header	To: or Cc	contains	
• Header	From	contains	

Choose from a wide variety of conditions to match from.

**Action**  
 actions, from one of the following:  
 sender:  
 address:  
 only once to each person that sends you mail, and will not be sent to a mailing list address.

**Additional Actions**  
 do not check any rules after it.  
 method:

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Quota:  
13.5MB of 97.7MB

## Folders

Last Refresh:  
Sat, 8:21 am  
(Check mail)

INBOX (6)

Drafts

Sent

Trash (Purge)

Spam

### Server-Side Mail Filtering - Create New Mail Filtering Rule

#### Condition

The condition for the following rules is:

- Header  contains
- Header  contains
- Header  contains

Less...

More...

A Sample condition where we match a mail from  
1) A particular sender  
AND/OR  
2) A particular subject  
3) Has Important flag etc .etc.

#### Action

Choose what to do when this rule triggers, from one of the following:

- Keep (Default action)
- Discard Silently
- Reject, sending this excuse to the sender:
- Redirect to the following email address:


Keep a local copy as well.

- Move message into
- Vacation: The notice will be sent only once to each person that sends you mail, and will not be sent to a mailing list address.

Keep (default action) – does nothing . (not normally used)  
Discard silently – Discard mail from that pesky guy.  
Reject – Discard the mail and tell that guy not to mail again.

Redirect - forward to your team member (great feature. Suppose you use blackberry extensively and don't use your laptop often – this helps you to be more productive by forwarding mails/reports to concerned persons while on the move automatically.(without needing to open your laptop or webmail and/or create forward rules/manually forward mail etc.)

#### Additional Actions

 STOP: If this rule matches, do not check any rules after it.

Don't subject this mail to multiple rule matches  
(standard practice).

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**Quota:**  
13.5MB of 97.7MB

**Folders**  
Last Refresh: Sat, 8:11 am (Check mail)

**INBOX (6)**  
Drafts  
Sent  
Trash (Purge)  
Spam

Header To: From: Cc: Subject: contains

Less... More...

**Action**

Choose what to do when this rule triggers, from one of the following:

- Keep (Default action)
- Discard Silently
- Reject, sending this excuse to the sender:
- Redirect to the following email address:

dp@datasoftcomnet.com

Keep a local copy as well.

- Move message into
- Vacation: The notice will be sent only once to each person that sends you mail, and will not be sent to a mailing list address.

Keep (default action) – does nothing . (not normally used)  
 Discard silently – Discard mail from that pesky guy.  
 Reject – Discard the mail and tell that guy not to mail again.

Redirect - forward to your team member (great feature. Suppose you use blackberry extensively and don't use your laptop often – this helps you to be more productive by forwarding mails/reports to concerned persons while on the move automatically.(without needing to open your laptop or webmail and/or create forward rules/manually forward mail etc.)

**Additional Actions**

- STOP: If this rule matches, do not check any rules after it.
- Notify me, using the following method:
- Also keep copy in INBOX, marked as deleted.
- Disable this rule: The rule will have no effect for as long as it is disabled.

Don't subject this mail to multiple rule matches (standard practice).

Save the rule.

Add New Rule Cancel

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Quota: 13.5MB of 97.7MB

**Folders**  
Last Refresh: Sat, 8:41 am (Check mail)

**INBOX (6)**  
Drafts  
Sent  
Trash (Purge)  
Spam

**Action**

Choose what to do when this rule triggers, from one of the following:

- Keep (Default action)
- Discard Silently
- Reject, sending this excuse to the sender:
- Redirect to the following email address:
- Move message into
- Vacation**: The notice will be sent only once to each person that sends you mail, and will not be sent to a mailing list address.

Addresses: Only reply if sent to these addresses:  ← Your Email-ID is here

Days: Reply message will be resent after  days

Use the following message:  
 ← Your Vacation/Out-of-office-reply here

**Additional Actions**

- STOP: If this rule matches, do not check any rules after it.
- Notify me, using the following method:
- Also keep copy in INBOX, marked as deleted.
- Disable this rule: The rule will have no effect for as long as it is disabled.

Save the rule.