

Merak Webmail Administration

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1 Logind til administration

Skriv (uden www) i din browser <http://mail8.visionteam.dk:32000/admin>

1. Skriv e-mail adresse
2. Skriv password
3. Vælg Sprog
4. Klik på log ind

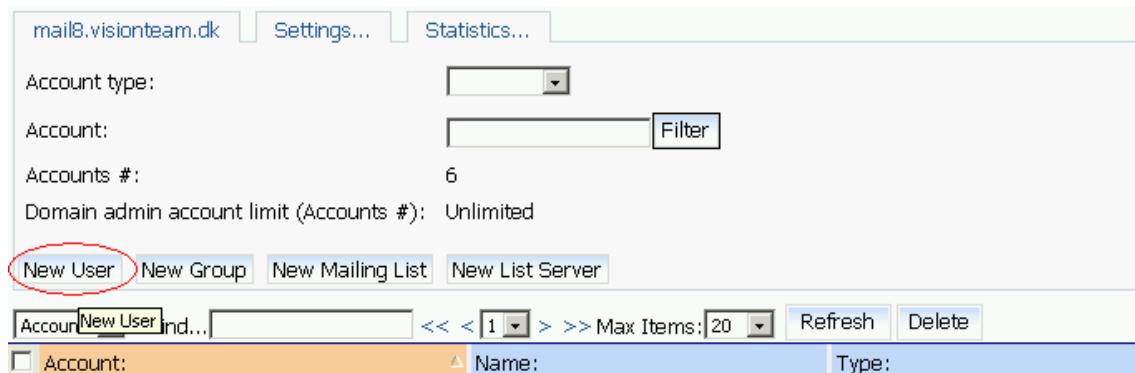


The image shows a screenshot of the IceWarp login interface. At the top, the 'IceWarp' logo is displayed in a light blue header. Below the logo, the text 'IceWarp Server' is centered. The login form contains the following fields and options:

- Email Address:** A text input field containing 'E-mail@visionteam.dk'.
- Password:** A text input field with ten black dots representing a masked password.
- Encrypted login:** A checkbox that is currently unchecked.
- Language:** A dropdown menu with 'English' selected.
- Login:** A blue button located at the bottom center of the form.

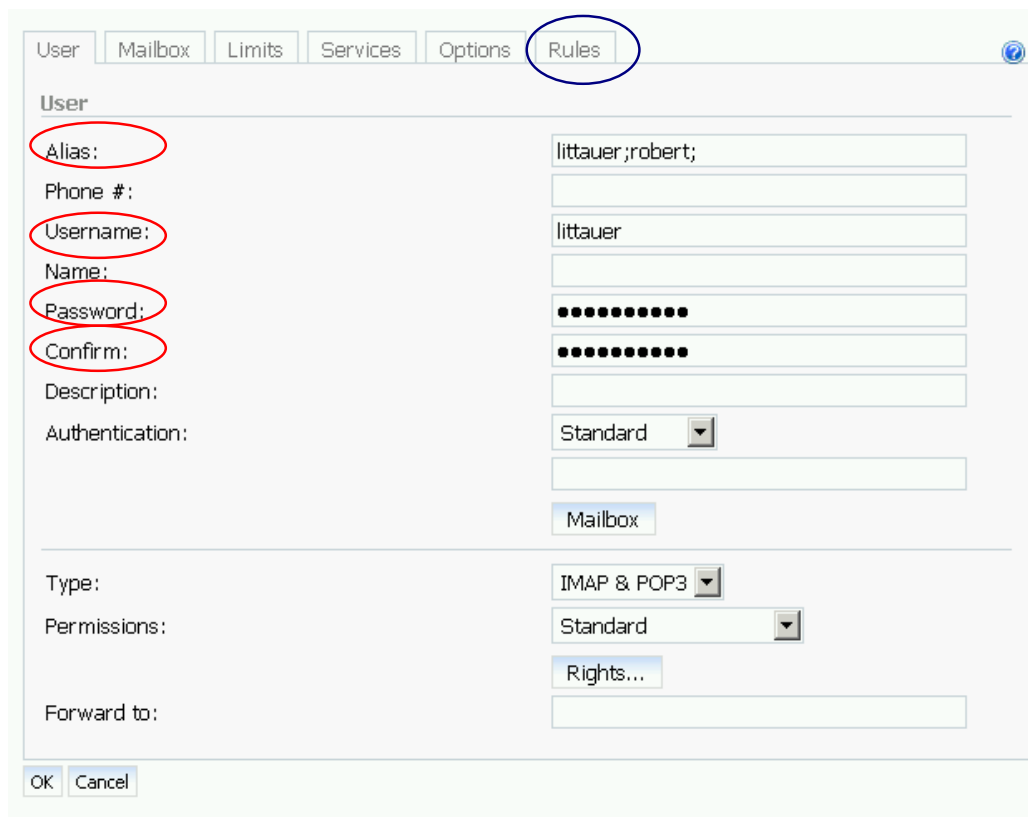
1.1 Oprettelse af e-mail adresser

1.1.1 Klik på new user fanebladet



The screenshot shows a web-based mail administration interface. At the top, there are tabs for 'mail8.visionteam.dk', 'Settings...', and 'Statistics...'. Below the tabs, there are several fields: 'Account type:' with a dropdown menu, 'Account:' with a text input field and a 'Filter' button, 'Accounts #:' with the value '6', and 'Domain admin account limit (Accounts #):' with the value 'Unlimited'. Below these fields, there are four buttons: 'New User', 'New Group', 'New Mailing List', and 'New List Server'. The 'New User' button is circled in red. At the bottom, there is a table with columns for 'Account:', 'Name:', and 'Type:'. The 'New User' button is also highlighted in orange in the table header.

1.1.2 Derefter oprettes ny brugerens e-mail



The screenshot shows the 'New User' form in the mail administration interface. The 'Rules' tab is selected and circled in blue. The form has several fields: 'Alias:' (circled in red), 'Phone #:', 'Username:' (circled in red), 'Name:', 'Password:' (circled in red), 'Confirm:' (circled in red), 'Description:', 'Authentication:' (set to 'Standard'), 'Type:' (set to 'IMAP & POP3'), 'Permissions:' (set to 'Standard'), and 'Forward to:'. There are also 'OK' and 'Cancel' buttons at the bottom.

Bemærk at der skal udfyldes i de felter med rød ring omkring. Den med blå ring kan kun ses af administratoren.

Alias feltet kan bruges hvis man udadtil vil have flere mailadresser men kun hente fra en.

Mere hjælp findes ved at trykke på 

2 Videre sending af mail/ Static Route

Der er mange der vil have mail adresser der skal sende til flere e-mail, disse skal oprettes som **Static route**.

Alias: skriv det alias som der vil videregendes til (uden @visionteam.dk).

Description: skriv evt. en beskrivelse

Action: her vælges **Forward to address**

Forward: sæt hak

Value:

Forward to: skriv de e-mail som den skal videregendes til

Ok: klik på **OK** for at gemme

Static route Services Rules

Static route

Alias: reseller

Description:

Action: Forward to address

Forward

Value:

Forward to: robert@visionteam.dk; michael@visiontear

OK Cancel