



# MailNow! 6

## New features introduction

InternetNow!

[www.Internetnow.com.my](http://www.Internetnow.com.my)

## What is new in MailNow! 6

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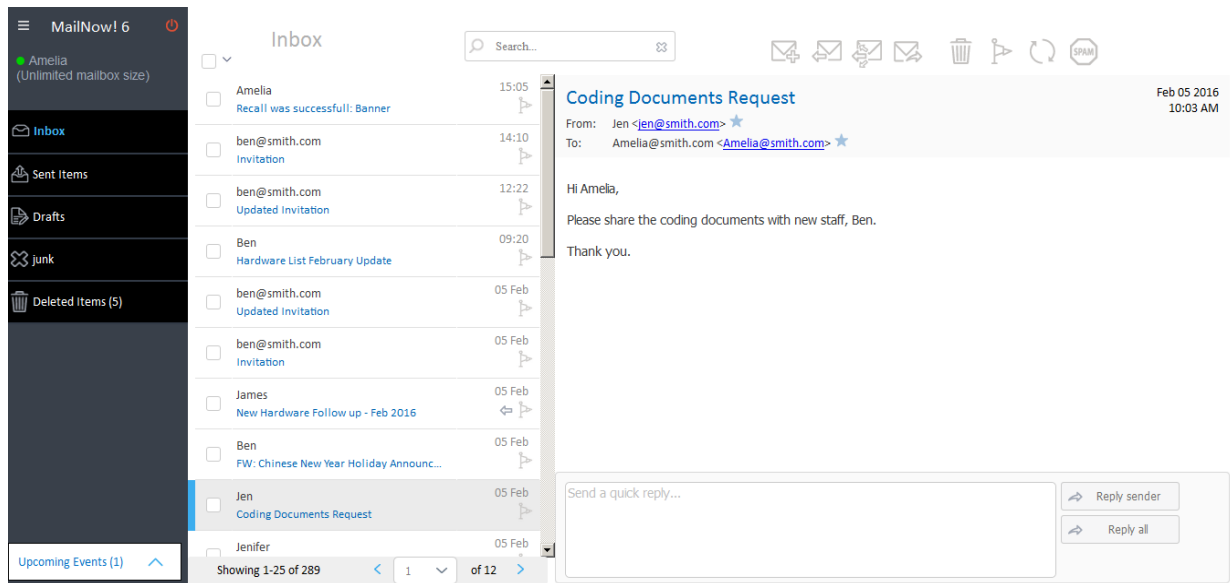
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## What is new in MailNow! 6

### WebMail:

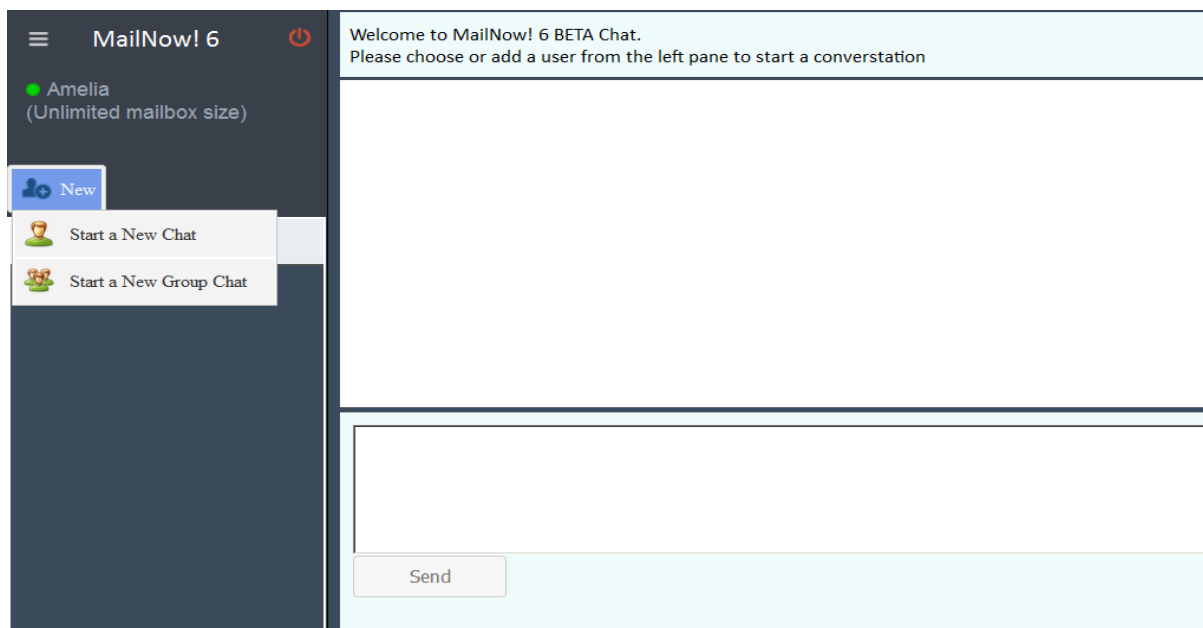
#### 1 Main Menu

The webmail now has a new “Main Menu” button on the top left. By clicking on this menu, you will be able to access six main options: Messenger, Mail, Contacts, Settings, Calendar and Report. If the user is a Domain or System Administrator, the menu will have an additional button named “Admin” to switch to Web Admin.

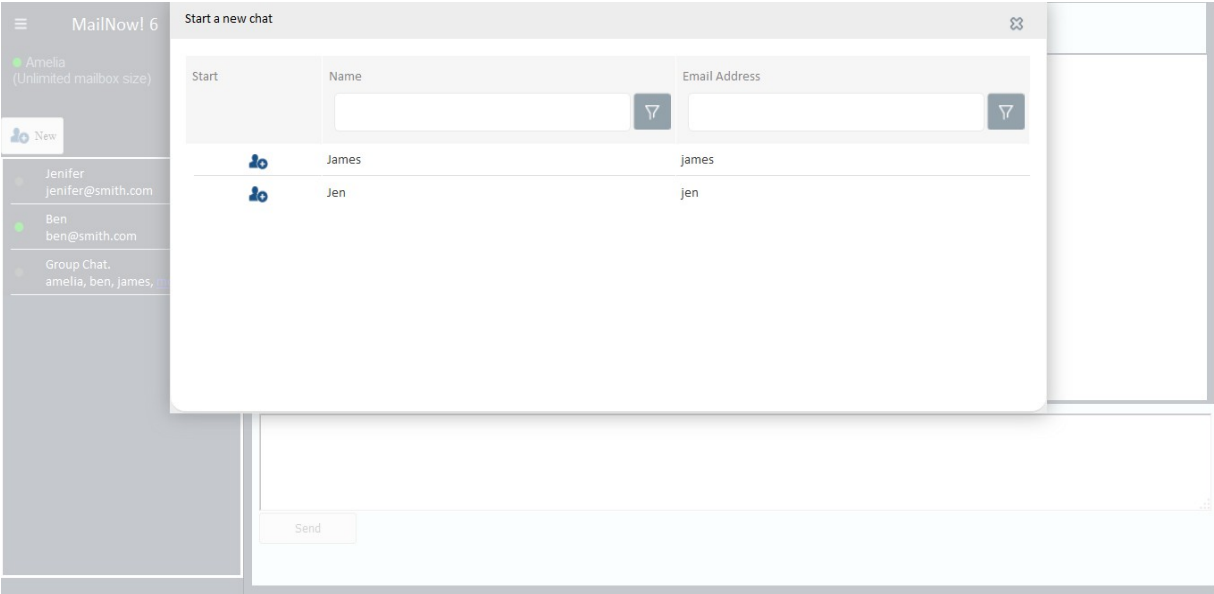


#### 1.1 Messenger

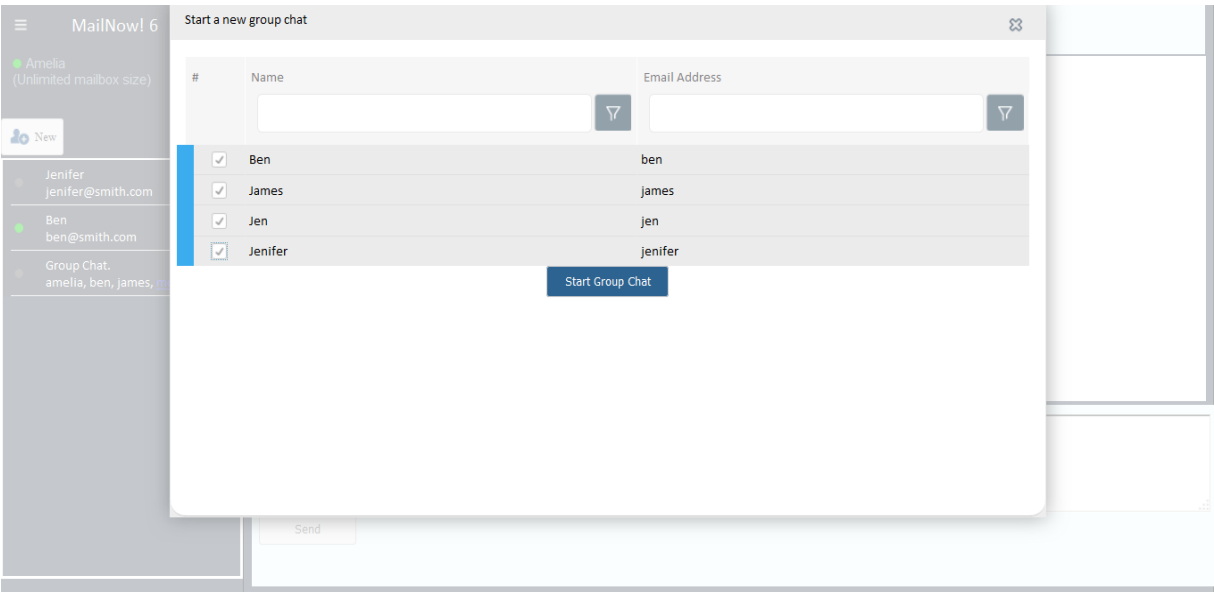
The MailNow! 6 Messenger keeps encrypted history of the conversations. All the associated communications can be conducted in a single window.



The Messenger provides options to chat with selected contacts privately:

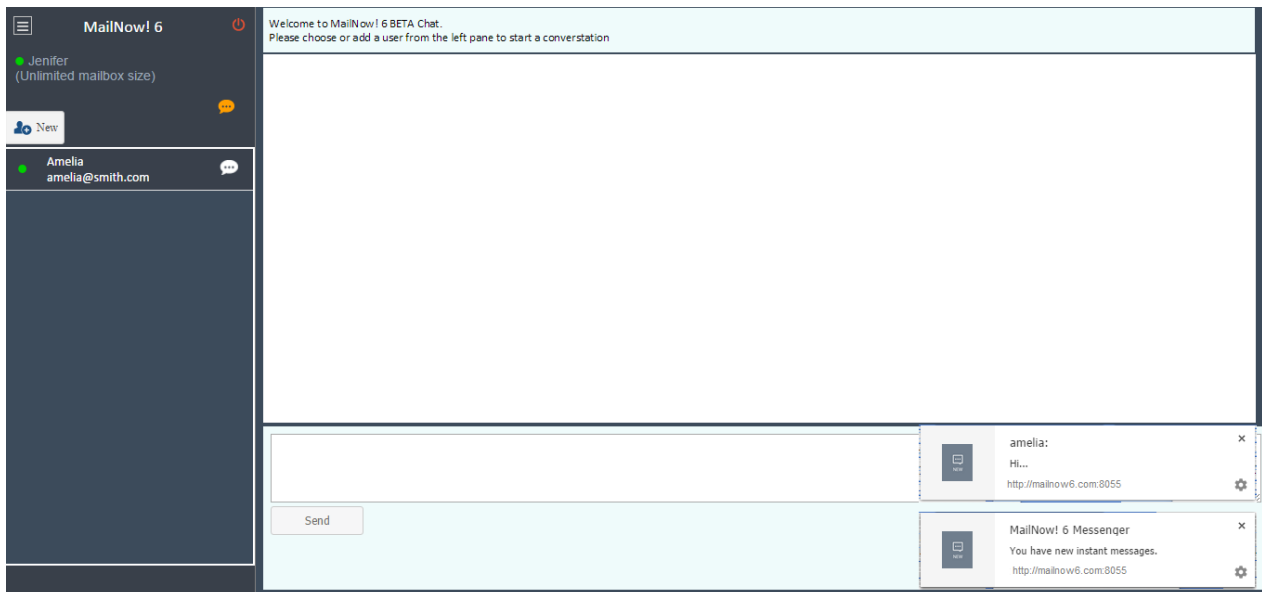


or create a group of contacts to chat.



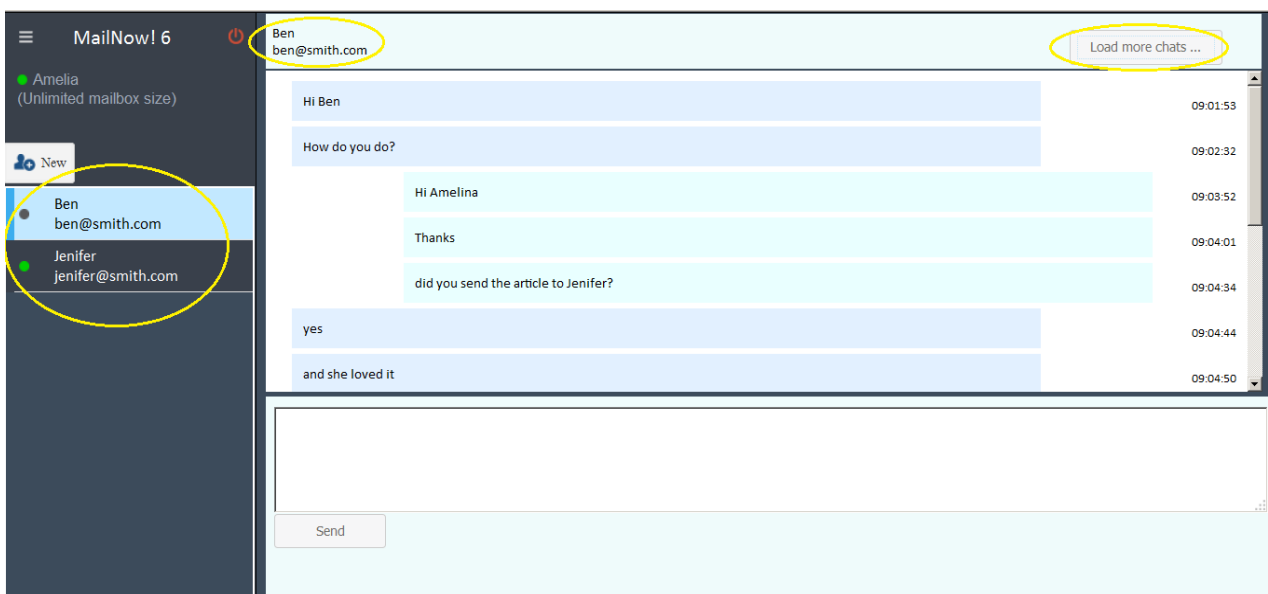
### ✓ Messenger Notification

Once selecting a contact from “Start a New Chat” list and send an instant message, a notification window will pop up on the bottom right corner of recipient’s screen to notify the user.



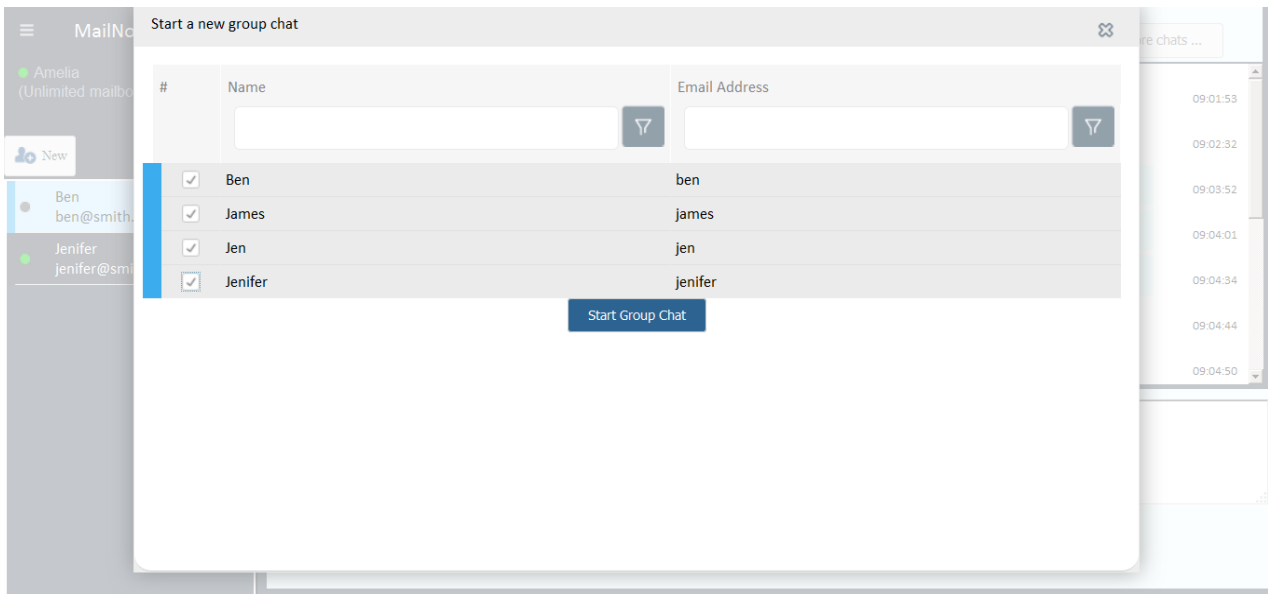
### ✓ Single Chat Window

There is a single window to display contacts' conversations. By selecting a specific contact or group from the list in the left side of screen, the conversation window will display the associated conversations. Moreover, there is an option named “Load more chats...” to load the earlier messages of the selected conversation.

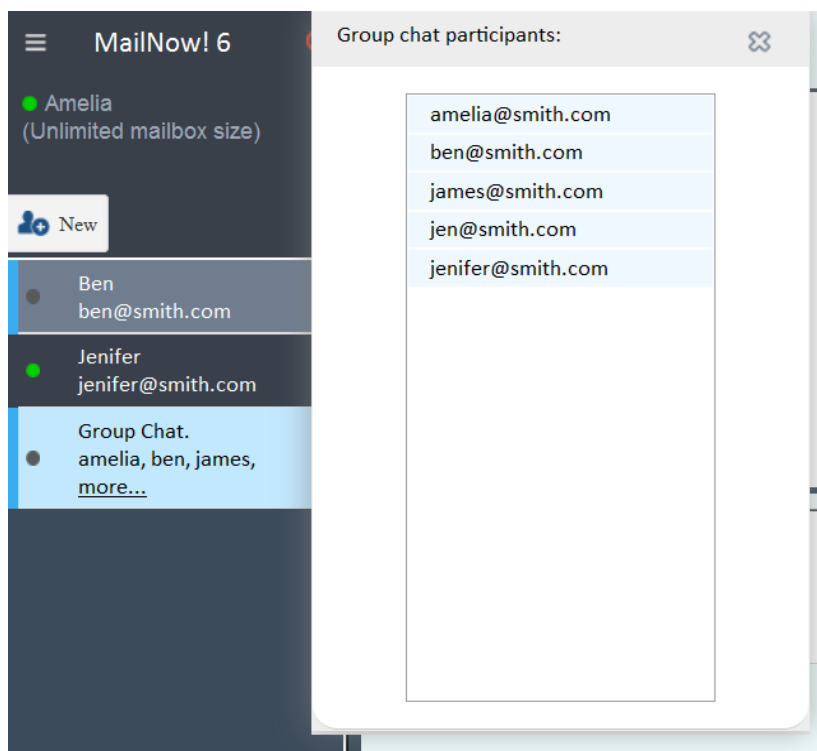


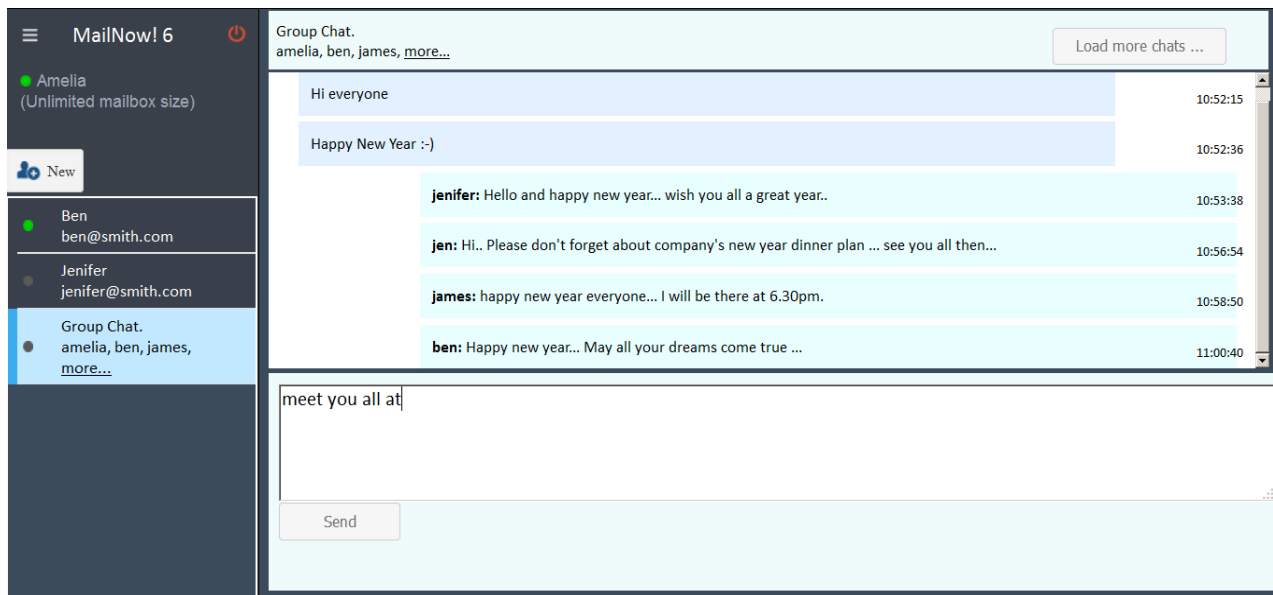
## ✓ Group Chat

There is an option to select a few numbers of contacts to have group chat.



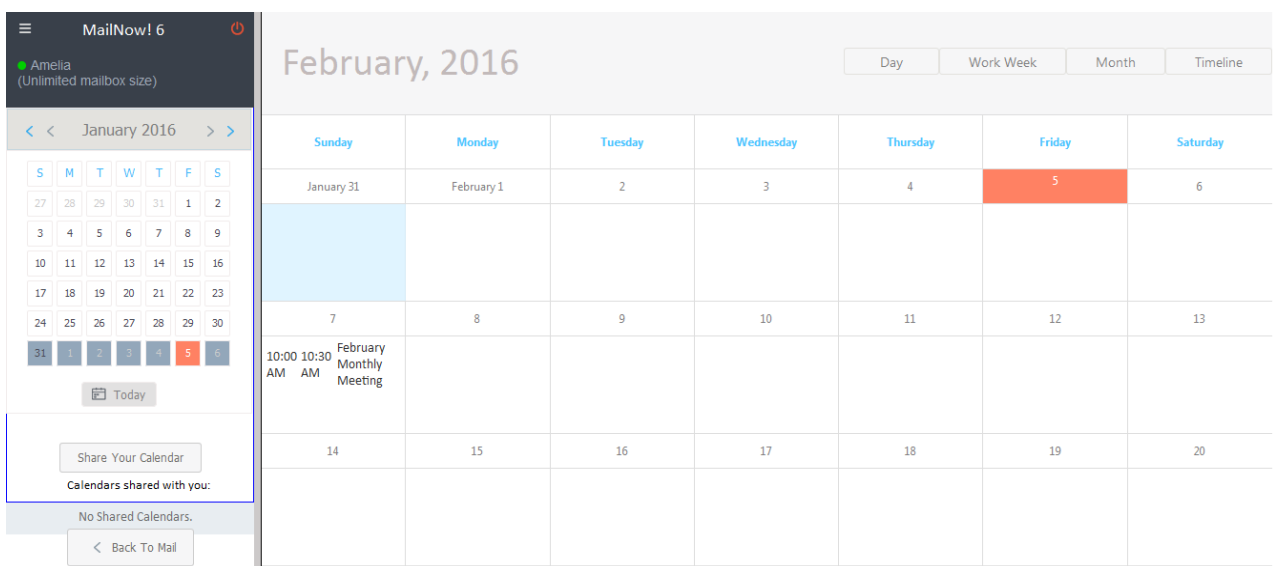
Clicking on the 'more...' button will display a list of the group chat participants.





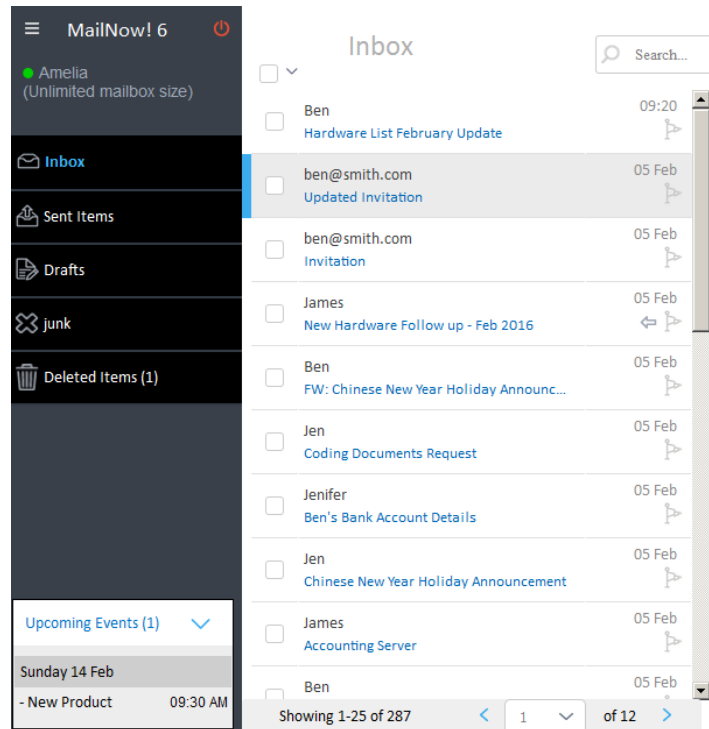
## 1.2 Calendar

Calendar is a new feature created in MailNow! 6 to keep records of all the registered events and appointments. The Calendar has the ability to be synced with various email and calendar clients including Thunderbird, Microsoft Outlook, Em Client, Android (on Exchange) and etc.





✓ Upcoming events notification



It will be displayed in the bottom left corner of the screen displaying a list of all the upcoming events.

✓ Share Your Calendar

All MailNow users are able to share their calendar with other users in the same domain. Moreover, Edit Permission is an option which may be given to the target users. Sharing calendar with another user with 'Edit' permission will enable them to add, edit and remove events from the calendar.

Calendar Sharing

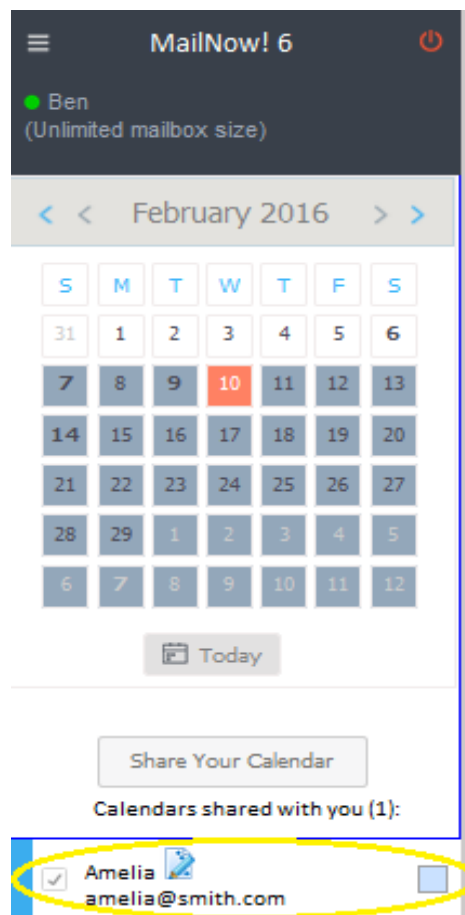
Your calendar is shared to:

Action	Edit Permission	Member
		<input type="text"/>
	<input checked="" type="checkbox"/>	ben@smith.com
	<input type="checkbox"/>	james@smith.com

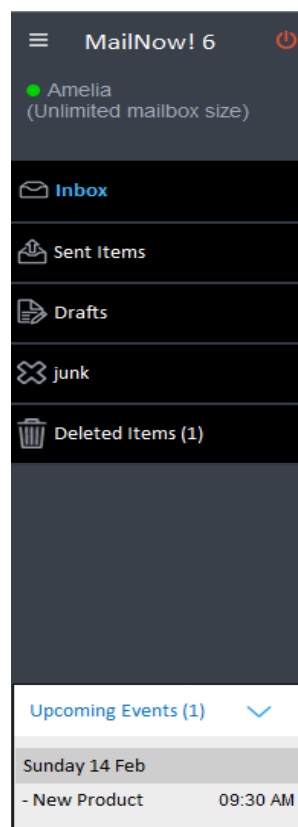
Available users to share your calendar to (smith.com)

Add	Account	Name
	<input type="text"/>	<input type="text"/>
	ben	Ben
	james	James
	jen	Jen
	jenifer	Jenifer

Save Calendar Sharing



The new events will be added into user's Upcoming Events pop up window.



Edit Permission enables the user to right click on the event and either delete or open the event to modify the details.

## February – March, 2016

Sunday	Monday
February 7	8
10:00 AM – 11:00 AM February Monthly Meeting (Conference Room 2)	
14	

Open

Edit Series

Delete

### February Monthly Meeting - Appointment

Calendar:  
Ben (ben@smith.com)

Subject:  
February Monthly Meeting

Attendees:

Invited Attendees:  
jen@smith.com  
jenifer@smith.com  
james@smith.com  
amelia@smith.com

Location:  
Conference Room 2

Label:  
Business

Start time:  
2/7/2016  
10:00 AM

End time:  
2/7/2016  
11:00 AM

Show time as:  
Free

☐ All day event

Event Privacy:  
☐ Private Event

☐ Reminder

Discuss the financial matters of January 2016.

☒ Recurrence

☐ Daily  
☐ Weekly  
☒ Monthly  
☐ Yearly

☒ Day 7 of every 1 month(s)  
☐ The First Monday of every 1 month(s)

☒ No end date  
☐ End after: 10 occurrences  
☐ End by: 11/7/2016

OK

Cancel

Delete

Once the event owner update the event, an email will be sent to the attendees to inform the modifications.

**Inbox** Search...

ben@smith.com Updated Invitation 12:22 Feb 10 2016 12:22 PM

Ben Hardware List February Update 09:20

ben@smith.com Updated Invitation 05 Feb

ben@smith.com Invitation 05 Feb

James New Hardware Follow up - Feb 2016 05 Feb

Ben FW: Chinese New Year Holiday Announc... 05 Feb

Jen Coding Documents Request 05 Feb

Jennifer Ben's Bank Account Details 05 Feb

Jen Chinese New Year Holiday Announcement 05 Feb

**Updated Invitation**

From: ben@smith.com <ben@smith.com>  
To: jen@smith.com <jen@smith.com>; jenifer@smith.com <jenifer@smith.com>; james@smith.com <james@smith.com>; amelia@smith.com <amelia@smith.com>  
invitation.ics (1 KB)

**An event has been updated:**

Subject:	February Monthly Meeting
Start:	Monday 01 Jan 0001 16:00 (UTC+08:00)
End:	Monday 01 Jan 0001 16:00 (UTC+08:00)
Location:	Conference Room 2
Organizer:	Ben(ben@smith.com)
Description:	Discuss the financial matters of January 2016.
Attendees:	Amelia (amelia@smith.com) James (james@smith.com) Jennifer (jenifer@smith.com) Jen (jen@smith.com)

Accept Decline Tentative

#### ✓ Calendar's Main Menu

A menu will pop up once right clicking on a specific date. The menu is included eight options with associated functionality.

Thursday

11

- New Appointment
- New All Day Event
- New Recurring Appointment
- New Recurring Event
- Go to This Day
- Go to Today
- Go to Date...
- Change View To

✓ New Appointment

To make a new appointment the following form will be displayed to fill up.

Untitled - Appointment

Calendar: Ben (ben@smith.com)

Subject: Progress Report

Attendees: amelia@smith.com ✕ jenifer@smith.com ✕ james@smith.com ✕

Invited Attendees:

Location: Conference Room 2

Label: None

Start time: 2/11/2016

End time: 2/11/2016

09:00 AM

10:00 AM

Show time as: Free

☐ All day event

Event Privacy: ☐ Private Event

☐ Reminder

Discuss about the project's progress.

☒ Recurrence

☐ Daily

☒ Weekly

☐ Monthly

☐ Yearly

Recur every 1 week(s) on:

☐ Sun ☐ Mon ☐ Tue ☐ Wed

☒ Thu ☐ Fri ☐ Sat

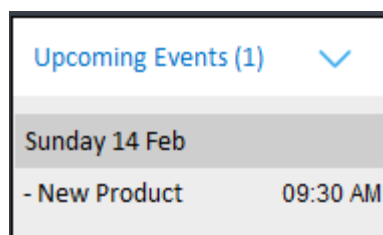
☒ No end date

☐ End after: 10 occurrences

☐ End by: 2/12/2016

OK Cancel Delete

The new appointment will be added into Upcoming Events notification window.



An invitation email will be sent to the attendees including the details of the appointment.

MailNow! 6

Inbox

ben@smith.com  
Invitation

14:10

Invitation

From: ben@smith.com <ben@smith.com>  
To: amelia@smith.com <amelia@smith.com>; jenifer@smith.com <jenifer@smith.com>; james@smith.com <james@smith.com>  
Attachment: Invitation.ics (1 KB)

Feb 10 2016 2:10 PM

MailNow! 6 Calendar:  
You have been invited to an event:

Subject:	Progress Report
Start:	Monday 01 Jan 0001 16:00 (UTC+08:00)
End:	Monday 01 Jan 0001 16:00 (UTC+08:00)
Location:	Conference Room 2
Organizer:	Ben(ben@smith.com)
Description:	Discuss about the project's progress.
Attendees:	James (james@smith.com) Jennifer (jenifer@smith.com) Amelia (amelia@smith.com)

Accept Decline Tentative

## ✓ Calendar's View

The calendar's view can be displayed based on Days, Work Weeks, Month and Timeline.

February – March, 2016

Day Work Week Month Timeline

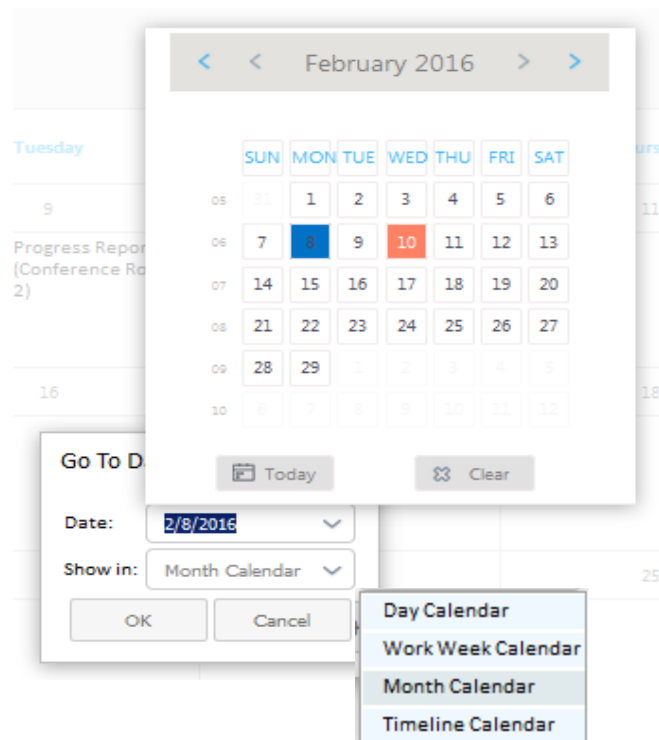
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
February 7	8	9	10	11	12	13
10:00 10:30 AM AM February Monthly Meeting		9:00 12:00 AM PM Progress Report (Conference Room 2)				
14	15	16	17	18	19	20
9:30 11:30 AM AM New Product (Conference Room 2)						
21	22	23	24	25	26	27
28	29	March 1	2	3	4	5

New Appointment  
New All Day Event  
New Recurring Appointment  
New Recurring Event  
Go to This Day  
Go to Today  
Go to Date...  
Change View To

Day View  
Work Week View  
Month View  
Timeline View

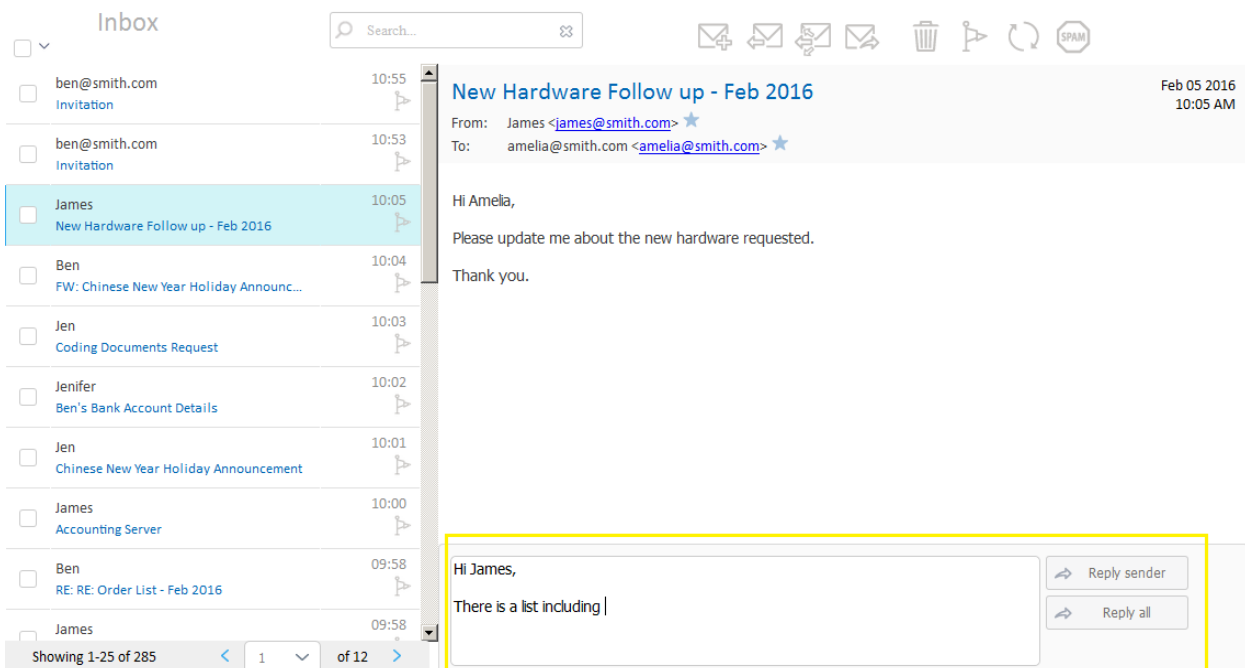
✓ Display Specific Date

Calendar's main menu provides options to pick a specific date and insert desired event/appointment details.

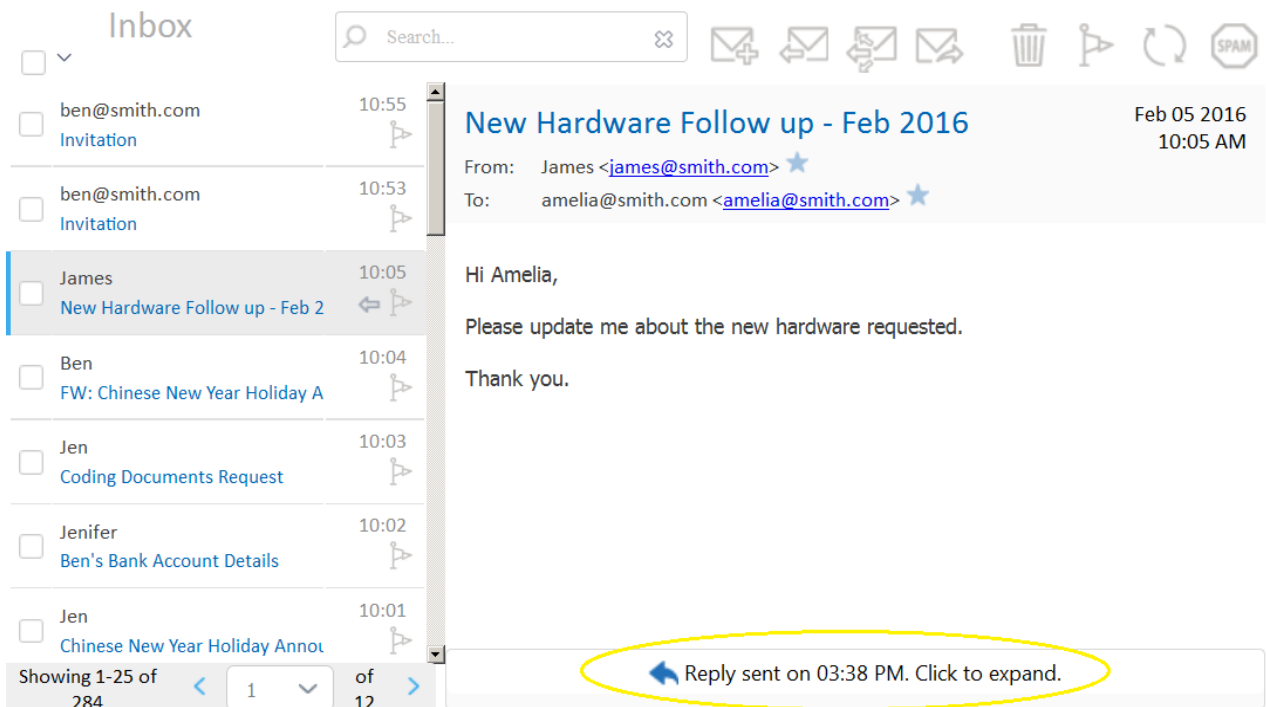


## 2 Quick Reply:

The Quick Reply box is available at the beneath of each email in the preview pane, ready to type into it and send out the reply immediately.



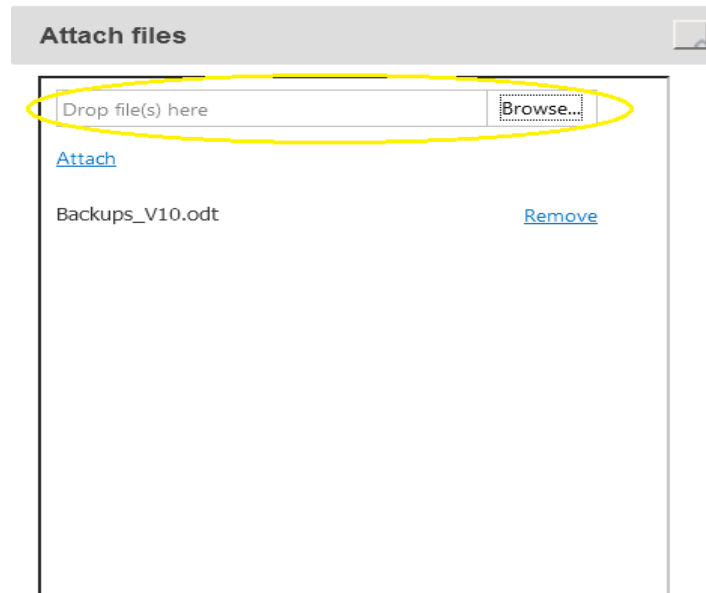
There will be a notification after sending the reply email and the quick reply pane will hide. To send another quick reply, a click on the header will open the pane again.





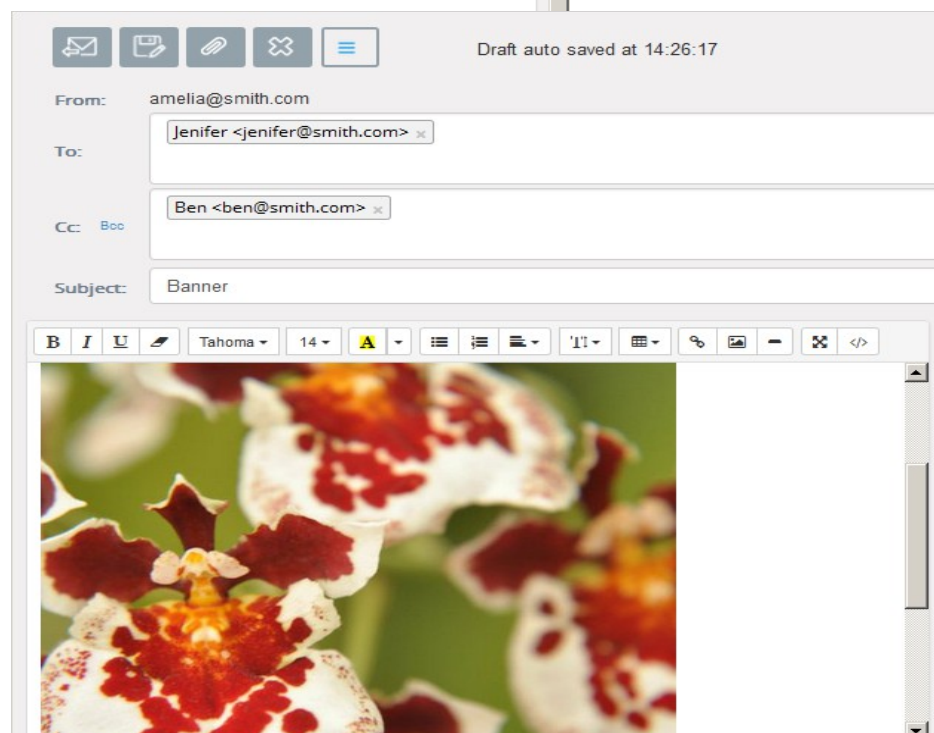
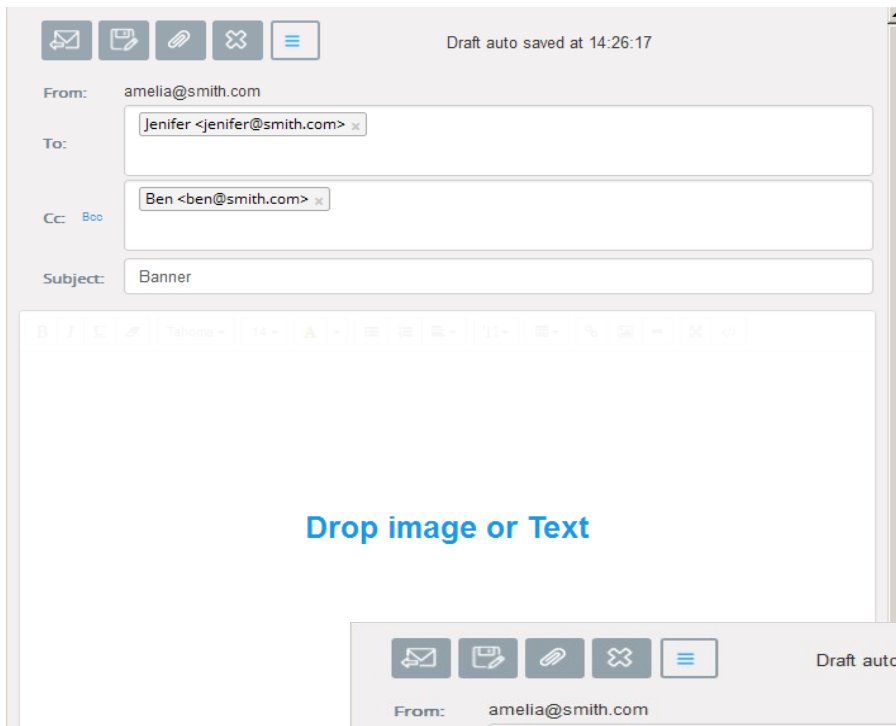
### 3 Email Attachments

When composing an email, clicking on the Attachment button from the top bar will open the 'Attach files' window. To attach a file, you can either Browser the file or drag and drop it in the box, and then click on Attach.



#### 4 Insert Image

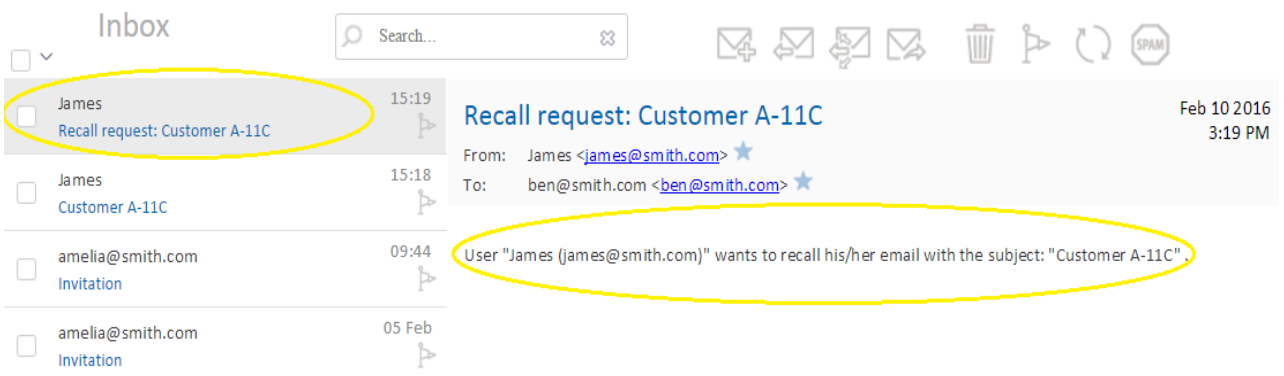
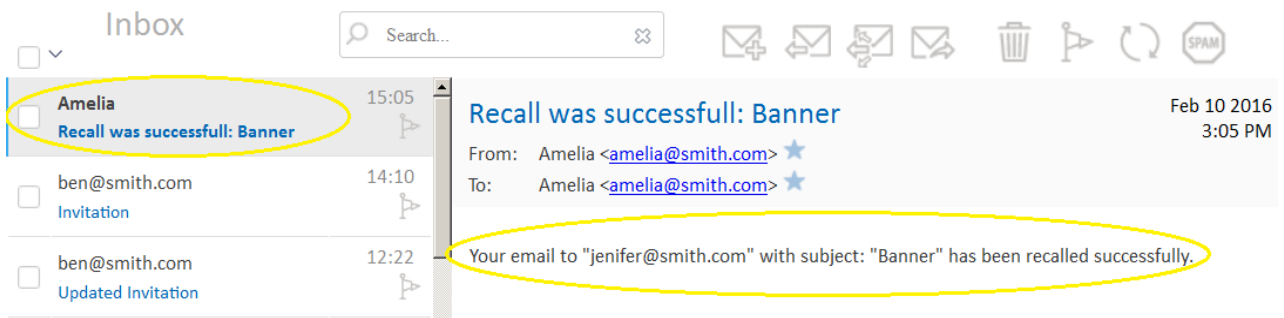
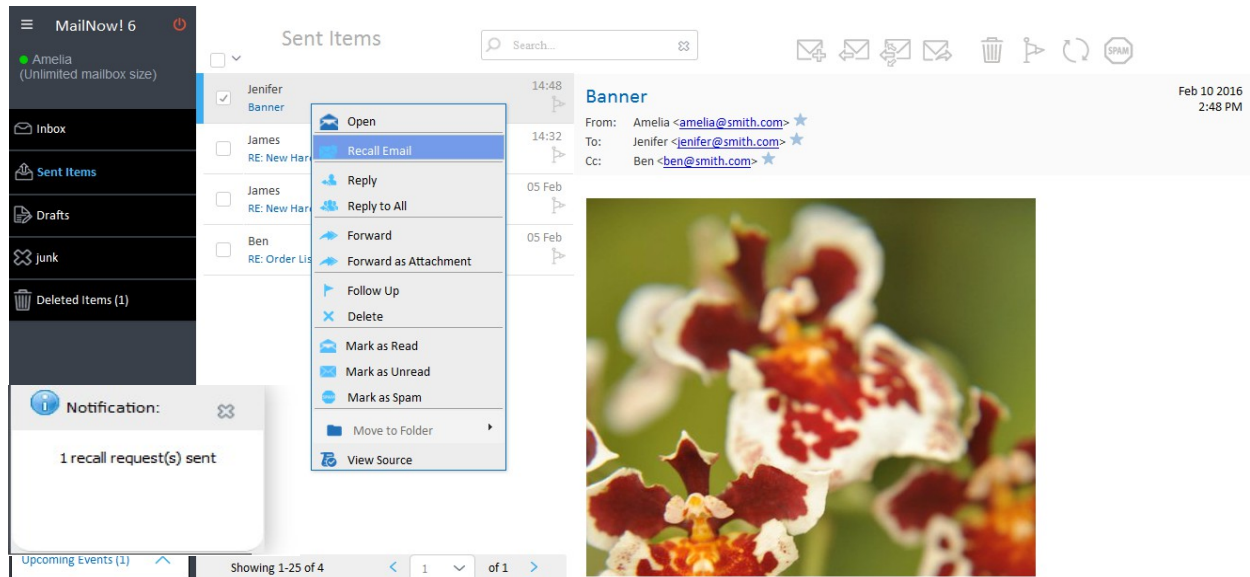
To insert image into the composing email, the user can either drag the image into the email or paste the image directly into the email.



## 5 Recall Emails:

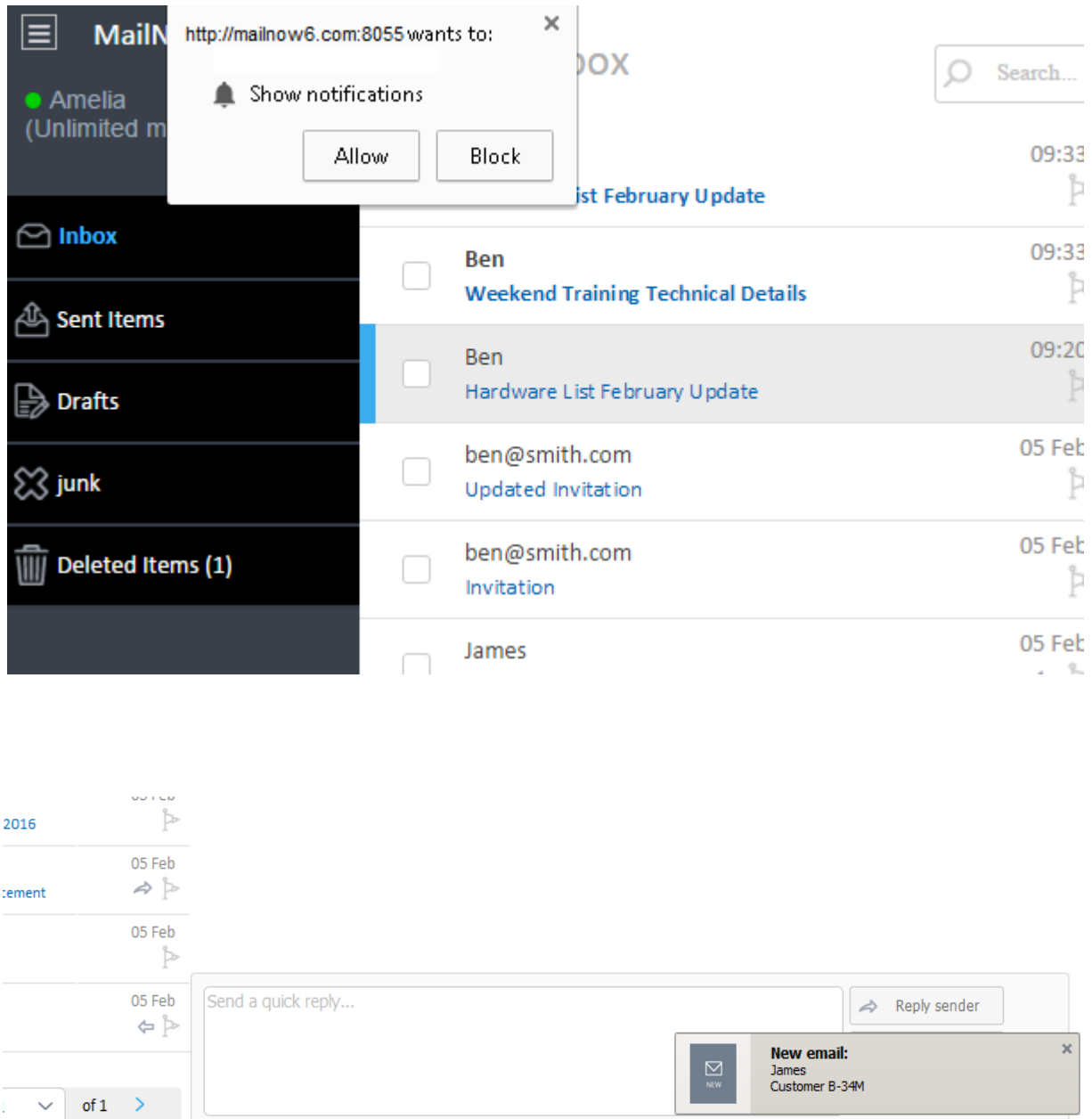
If the sent out email has to be recalled, there is an option to provide this function. By right clicking on the email in the Sent Items folder, the recall option is available in the pop up menu.

In local network, by 30 seconds after sending an email, it can successfully be recalled. If the due time is expired, the email can be recalled as long as it is in the recipient Inbox and is unread. Otherwise, an email will be sent to the recipient and indicates the sender wants to recall the email. About external emails, by 60 seconds after sending an email, the Recall option can undo the process. If the due time is expired, an email will be sent to the recipient stating that the email has been recalled. The time limits can be changed from the WebAdmin system settings.



## 6 Desktop Notifications

Desktop Notification is an option to inform the user about all the incoming new emails and chat messages as long as the user is logged in, even if the browser window is minimized. Just for the first time, the browser asks for permission if the user would like to activate this option. Afterward, on receiving every single email or instant message from the messenger, a desktop notification will inform the user about the details.

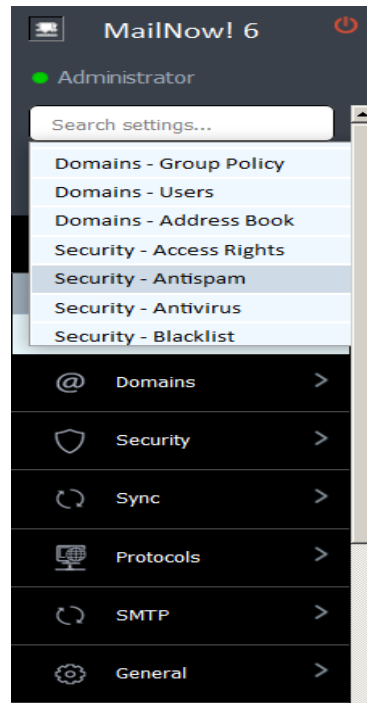


This feature can be enabled or disabled from Settings, WebMail, Reading page.

## WebAdmin:

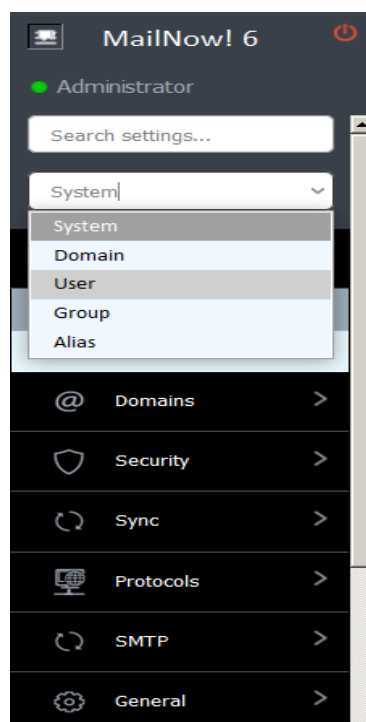
### 7 Search Settings

WebAdmin has categorized the available settings under variety of headlines. Moreover, a new feature is provided to allow users to search the settings right away without going through the categories.

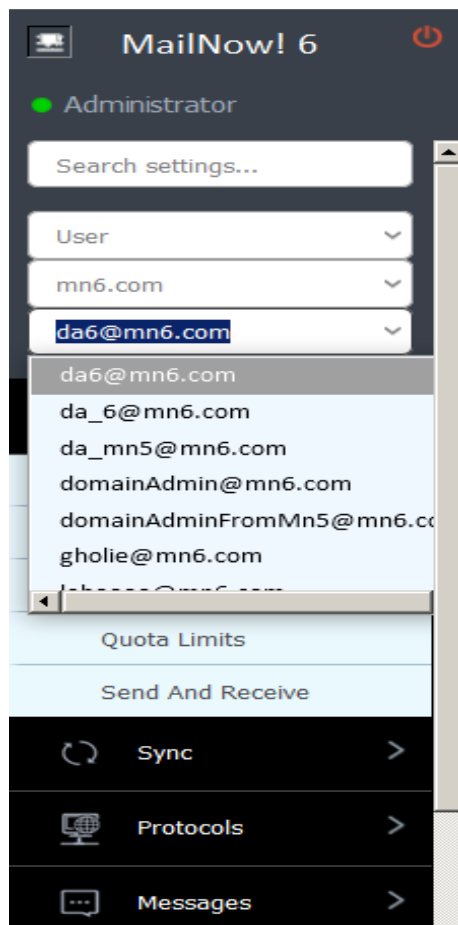


### 8 Setting Level

The default setting level is System. The associated combo box provides other four options to change the setting level.

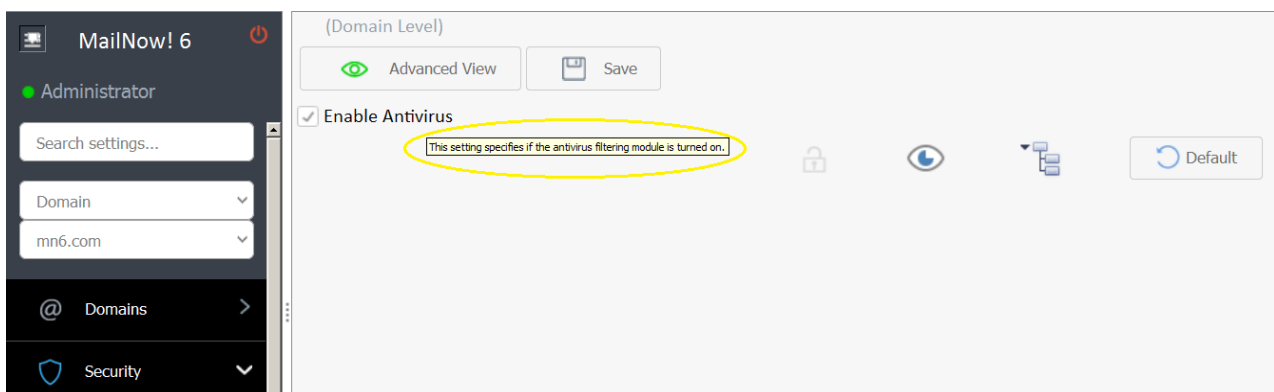


By selecting each of the setting levels, the options to choose the desired domain and/or specific User/ Group/ Alias will be available.



## 9 Settings Information

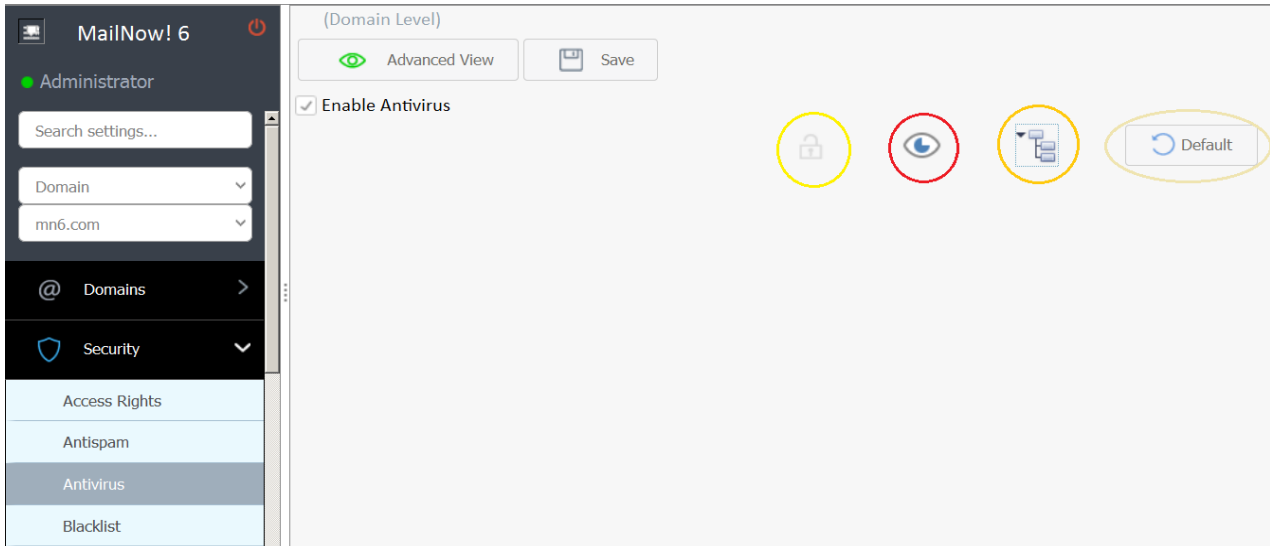
Brief explanations about each object's functionality will be displayed by hovering the mouse over the specific icon.



## 10 Setting Management

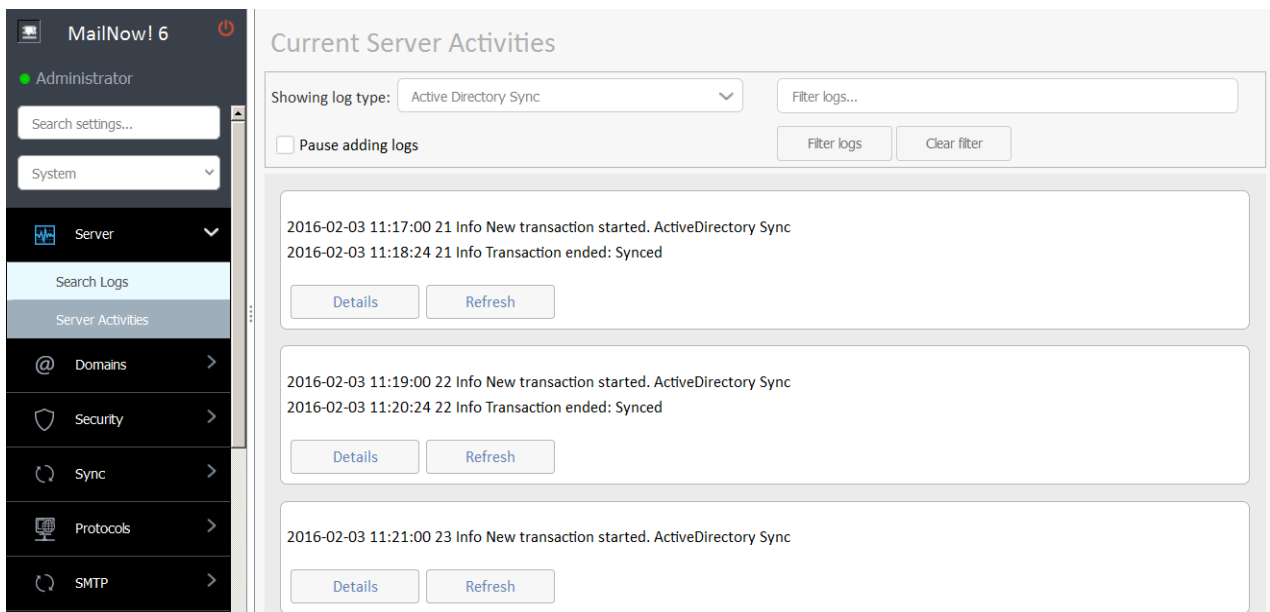
Each setting can be managed through three options as:

- ✓ Lock: to lock the setting for lower levels.
- ✓ Visibility: to define setting's visibility for lower levels.
- ✓ Inheriting mode: to define inheriting or overriding mode.
- ✓ Default button to set the default value for the specific setting.



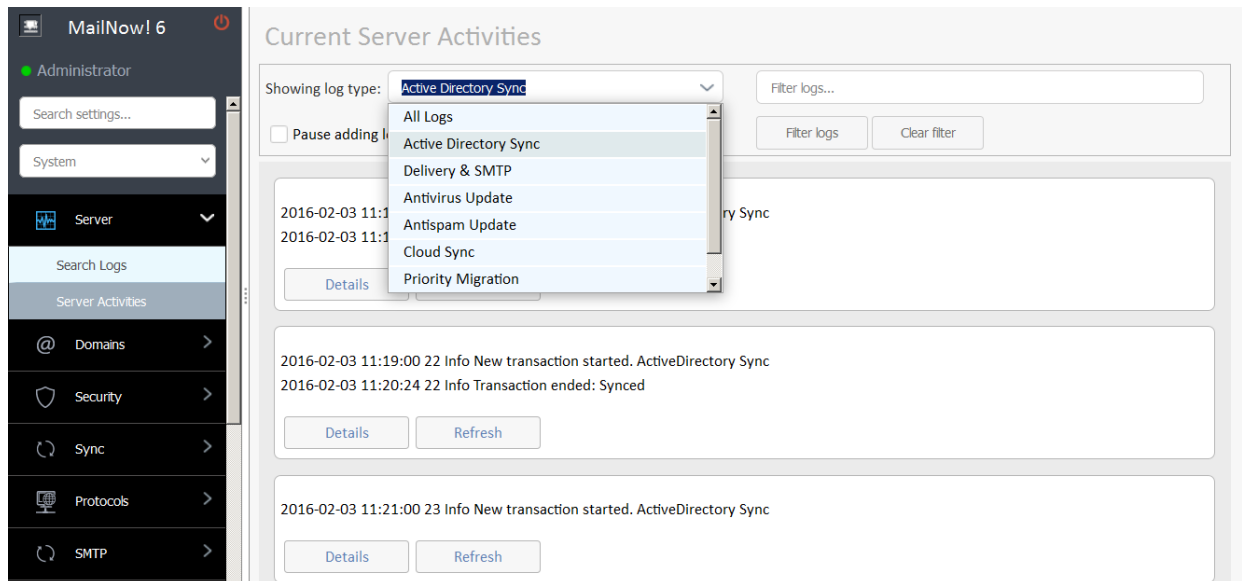
## 11 Server

Current activities of the server and the associated logs will be available and displayed through this option.



## 11.1 Server Activities

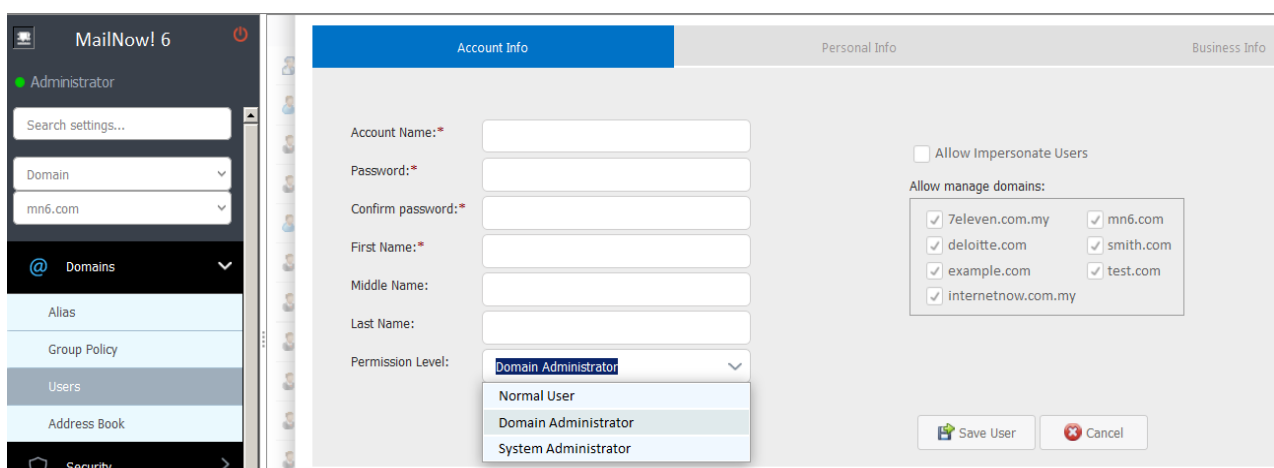
Server's logs are categorized into seven main categories in which all or one of them can be selected to display.



## 12 Domain

### 12.1 Add New User

To add new users under Domain setting level, there is a new option to assign permission level to the user. In Domain Administrator level there is the possibility to manage the incorporated domains. Moreover, the user may or may not be authorized to have an option for impersonating user.





## 13 Protocols

### 13.1 Active Directory

It is a directory service which centralizes domain management including user data, authentication, distributed resources, and enables interoperation with other directories. This option aims synchronizing Active Directory's data with MailNow! server.

MailNow! 6

Administrator

Security >

Sync >

Protocols >

IMAP Server

LDAP Server

POP3 Server

POP3 Download

Active Directory

SMTP >

General >

Messages >

Advanced View Save

☐ Enable Active Directory Sync: Default

Domain Controller IP: 10.8.0.172 Default

Domain Controller Port: 389 Default

Active Directory Domain: ad.example.com Default

MailNow! Domain: internetnow.com.my Default

Active Directory Admin Username: Administrator Default

Active Directory Admin Password: ..... Default

☐ Use Custom DN Default

Custom DN: Custom DN Default

Test Active Directory

### 13.2 Test Active Directory

The option to test Active Directory's functionality.

MailNow! 6

Administrator

Security >

Sync >

Protocols >

IMAP Server

LDAP Server

POP3 Server

POP3 Download

Active Directory

SMTP >

General >

Messages >

Schedulers >

Webmail >

Reports >

☒ Enable Active Directory Sync:

Domain Controller IP: 10.8.0.172

Domain Controller Port: 389

Active Directory Domain: ad.example.com

MailNow! Domain: example.com

Active Directory Admin Username: Administrator

Active Directory Admin Password: .....

☐ Use Custom DN

Custom DN: Custom DN

Test Active Directory

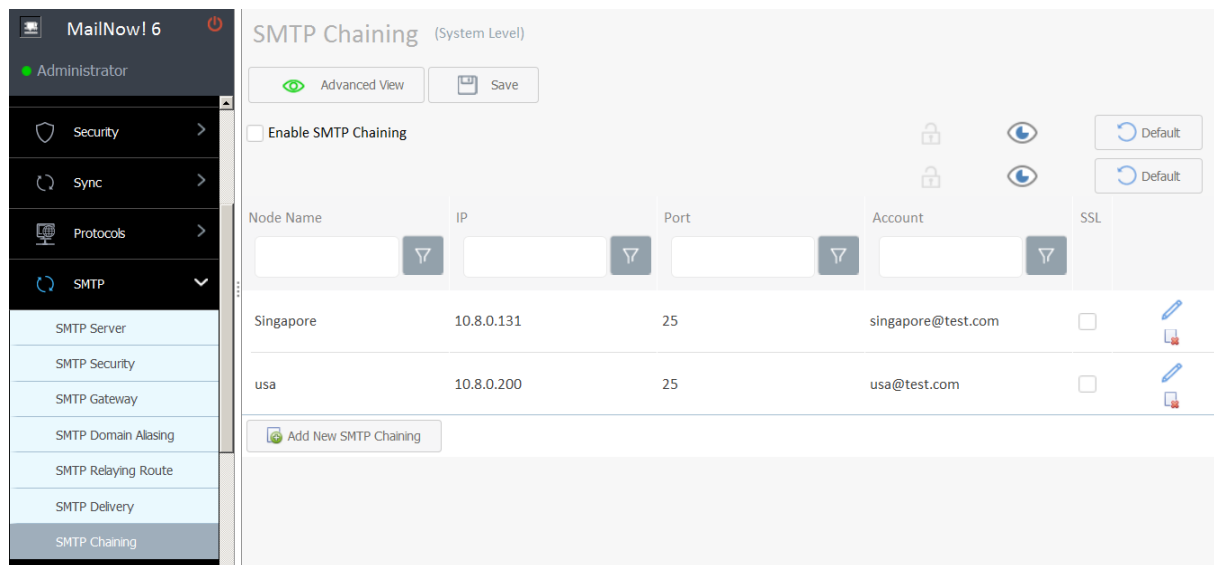
Preparing active directory test...  
Establishing connection to 10.8.0.172 ...  
Showing the first 7 users:  
user1@example.com, user1 luser1  
user4@example.com, fname lfamily  
parastoo@example.com, parastoo parandeh  
sam@example.com, sam Jason  
shalghamian2@example.com, shalgham2  
khar@example.com, khar khargoosh  
moosh@example.com, moosh  
Active directory test completed successfully.  
You may save the setting now.

## 14 SMTP

### 14.1 SMTP Chaining

SMTP Chaining allows you to:

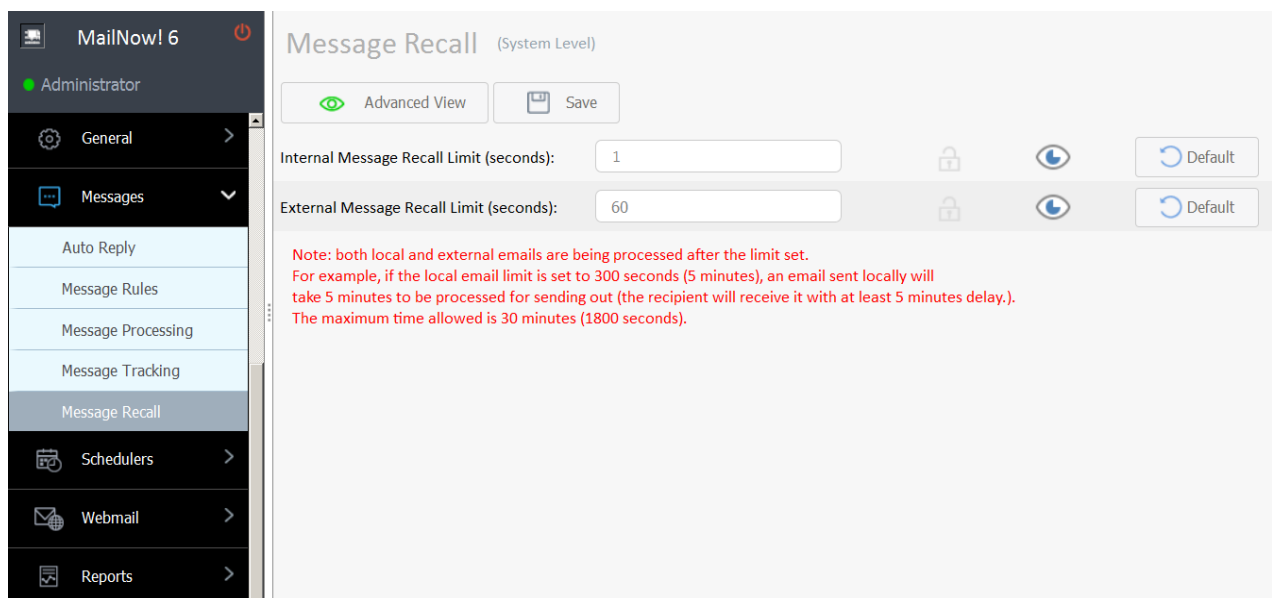
- Build a distributed MailNow! system. This caters for companies that need to have multiple MailNow! in multiple offices. Using this feature, all the different offices can host the mailboxes for their local users yet still share the same corporate domain. This is made possible by SMTP Chaining which effectively connects all the MailNow! server together to act as one single distributed system.
- Spread the load of your email server across multiple system. If you have many users in your company, you might want to segregate them into multiple servers to ensure better reliability and speed.



## 15 Messages

### 15.1 Message Recall

Configuring the time limit to recall the outgoing local or external emails can be set by this option.



## 16 Scheduler

This is an option to define timely intervals for specified tasks to be completed.

### 16.1 SMTP Chaining

Time intervals for SMTP chaining can be set by this option.

The screenshot displays the MailNow! 6 web interface. On the left is a sidebar menu with the following items: MailNow! 6, Administrator, Schedulers (expanded), POP3 Download, Antispam Update, Antispam Purge, Antivirus Update, Backup, Active Directory, SMTP Chaining (highlighted), Hardware Report, and Webmail. The main content area is titled '(System Level)' and includes 'Advanced View' and 'Save' buttons. Below this is a 'Distributed SMTP Scheduler' section with a table header: Day, When, and Between. The table currently shows 'No data to display'. An 'Add New Scheduler' button is located below the table. A modal window titled 'Add Distributed SMTP Scheduler' is open, showing configuration options: 'Day' is set to 'Weekends'; 'Fixed time' is unselected with a value of '12:00 AM'; 'Interval' is selected with a value of '1 hour'; 'Between' is set to '12:00 AM'; and 'and' is set to '11:59 PM'. An 'Add' button is at the bottom of the modal.

MailNow! 6  
Administrator

Schedulers

- POP3 Download
- Antispam Update
- Antispam Purge
- Antivirus Update
- Backup
- Active Directory
- SMTP Chaining
- Hardware Report

Webmail

(System Level)

Advanced View Save

Default

**Distributed SMTP Scheduler**

Day	When	Between

No data to display

Add New Scheduler

**Add Distributed SMTP Scheduler**

Day: Weekends

Fixed time: 12:00 AM

Interval: 1 hour

Between: 12:00 AM

and: 11:59 PM

Add

## 16.2 Hardware Report

Time intervals to develop reports from server's hardware performance can be set by this option.

The screenshot shows the MailNow! 6 Administrator interface. On the left is a sidebar menu with options: POP3 Download, Antispam Update, Antispam Purge, Antivirus Update, Backup, Active Directory, SMTP Chaining, Hardware Report (selected), and Webmail. The main panel is titled 'Hardware Report Scheduler' and includes an 'Add New Scheduler' button. A modal window titled 'Add Hardware Report Scheduler' is open, showing configuration options: 'Day' set to 'Everyday', 'Fixed time' set to '12:00 AM', and 'Interval' set to '2 hours'. The 'Between' time range is set from '12:00 AM' to '11:59 PM'. An 'Add' button is at the bottom of the modal.

## 17 Webmail

### 17.1 Webmail Composing

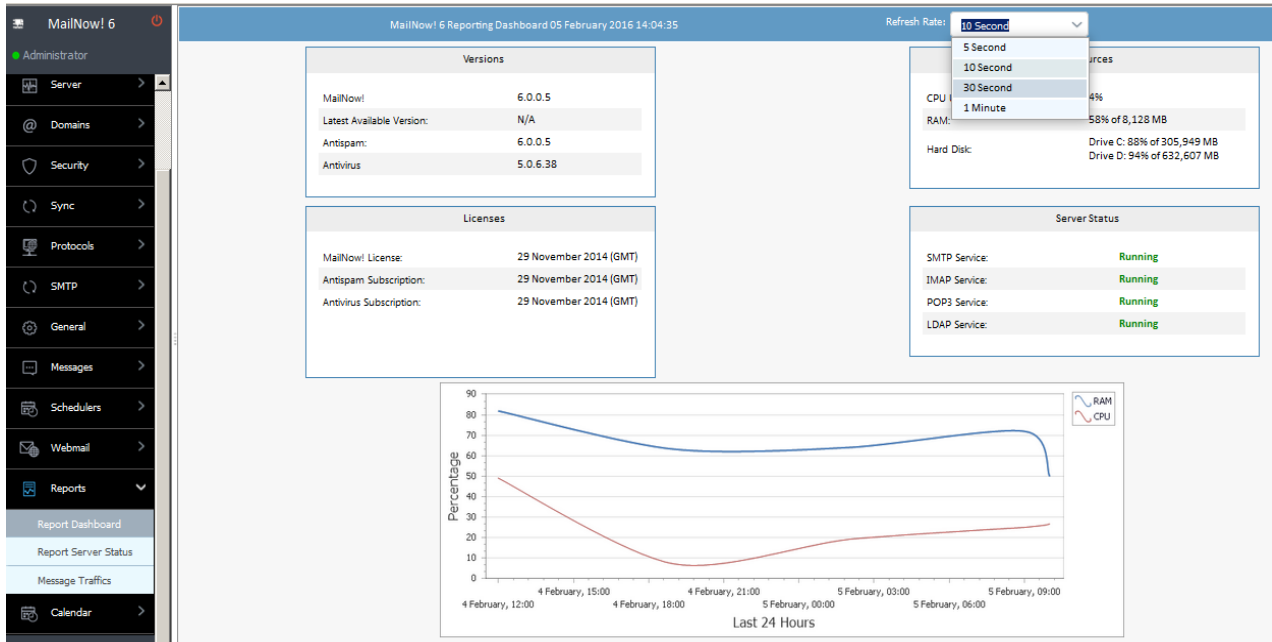
The associated configurations to compose emails can be set in this tab. The font's type and size of composing emails also can be defined here.

The screenshot shows the MailNow! 6 Administrator interface with the 'Webmail' tab selected in the sidebar. The 'Webmail Composing' sub-tab is active. The configuration panel includes settings for 'Compose mail in' (HTML selected), 'When forwarding include original message as' (inline selected), 'Include original message in reply' (unchecked), 'Automatically save messages being composed every' (3 minutes), and 'Composing Default Font' (Arial). A font size dropdown menu is open, showing options from 8 to 36, with 14 selected. A sample text 'This is a sample to show how the compose font would look like.' is displayed below the font settings.

## 18 Reports

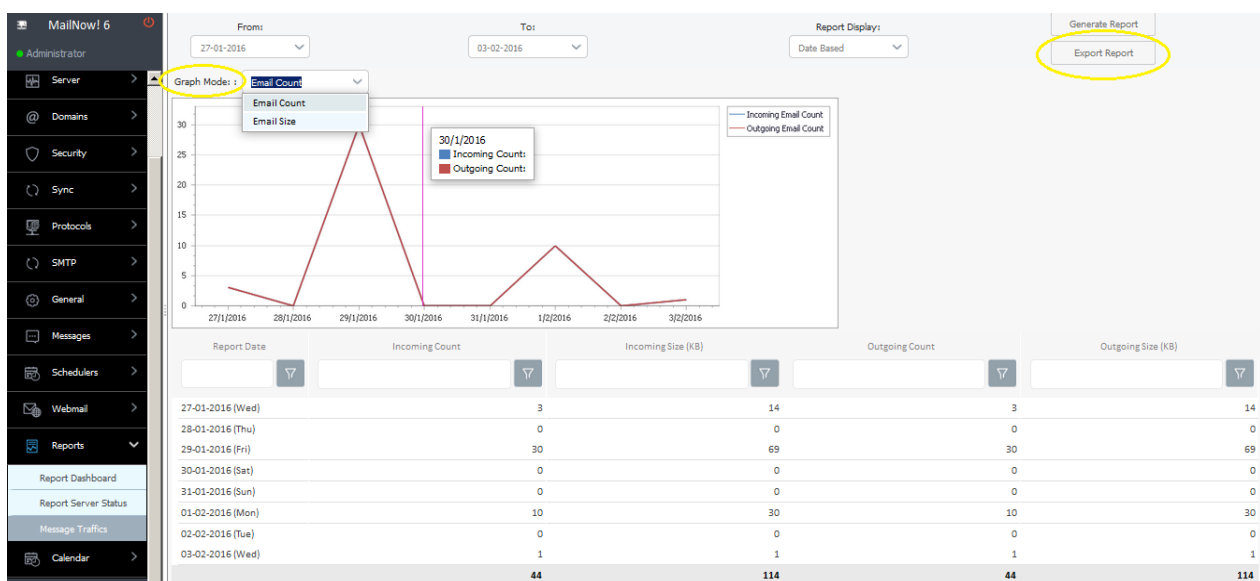
### 18.1 Report Dashboard

This tab provides real-time detailed information about MailNow! server's current version, resources, licenses, server status as well as a graph to display the report of last 24 hours resource performance. Moreover, the refreshing time intervals can be configured by the associated drop box.



### 18.2 Message Traffic

A report of all the incoming and outgoing emails traffic during specific duration will be developed. In the 'Graphic Mode' drop box there is an option to develop the reports based on emails count or size. Moreover, a pdf file of the report's current view can be printed by 'Export Report' option.



## 19 Calendar

Calendar's configuration can be defined in this tab. 'Sync MailNow! Calendar Server' provides the option to update the defined domains with MailNow! Server. The MailNow! Calendar server's records have higher priority rather other domains'.

**MailNow! 6** Administrator

**Calendar** (System Level)

Advanced View Save

Calendar Server Host: 10.8.0.104

Calendar Server Port: 8181

Sync MailNow! Calendar Server

**Calendar Sync**

Select the domains to sync with server:

- ☒ 7eleven.com.my
- ☒ deloitte.com
- ☒ example.com
- ☒ internetnow.com.my
- ☒ mn6.com
- ☒ test.com

Sync Now