Mailboxes

The reason behind adding this new functionality was to have access to all emails sent out from/to Sales Panel Message of the section 'Requests/Quotes', in folders of the user's email mailbox (Inbox/Outbox).

SETTING UP

In a section **Settings**, we have added a new panel **Mailboxes**. Enter this panel and click **ADD TEMPLATE** at the bottom of the page - a new window will show up for 'Mailbox' configuration, which needs to be filed in with details, such as:

- **Mailbox name**
- **E-mail**
- **Keep copies of messages on Leon servers** - option to store copies of messages on Leon servers. The message in tab 'Messages' has to be read (opened) and once it is, Leon uploads it to the servers. This way, the message doesn't disappear when it is deleted from the inbox
- **SMTP configuration** - SMTP host, SMTP port, Username, Password & Protocol.
- **IMAP configuration** - same as above.

Before saving Mailbox settings, loading folders must be done - click **LOAD FOLDERS** icon and Leon will show a drop-down box **Outbox**, where all folders of the pre-defined email account will show and **1** outbox folder must be selected. In the **Inbox** field, it's possible to select more than **1** inbox folder. It is also possible to include 'Subfolders' into the configuration - Leon then will search for emails ot only in folders but also in inbox subfolders.

If an email address added to a field **Reply to** defined in **Email Templates > Sales Panel Message** is the same as the one defined in **Mailboxes** panel, emails will also show in pre-defined email mailbox.

+ ADD INTERNAL MESSAGE **← REPLY TO CUSTOMER**

| AVINODE | **EMAIL** | Template | Follow up | ⇕ | To | CC | BCC |

FROM Thomas Delta

REPLY TO info@manairways.com

SUBJECT Request: L-M7POML // 13 Nov 2020 // EPWA // Warsaw Frederic Chopin - UUWW // Moscow/Vnukovo

Dear Sean Davis

Kindly check the attachment with catering offer for the upcoming trip.

Kind Regards,
Thomas Delta

From:
https://wiki.leonsoftware.com/ - **Leonsoftware Wiki**

Permanent link:
https://wiki.leonsoftware.com/leon/mailboxes

Last update: **2021/05/07 13:46**