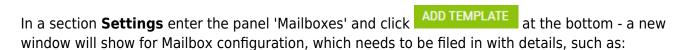# Mailboxes

A panel **Mailboxes** is dedicated to setting up mailbox configuration. Emails sent out from/to **Requests/Quotes** section can be found in folders of the defined email account.

SETTING UP

In a section **Settings** enter the panel 'Mailboxes' and click [ADD TEMPLATE] at the bottom - a new window will show for Mailbox configuration, which needs to be filed in with details, such as:

- **Mailbox name**
- **E-mail**
- **SMTP configuration** - SMTP host, SMTP port, Username, Password & Protocol.
- **IMAP configuration** - same details as for SMTP configuration.

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. And **Inbox** field, where it's possible to select more than **1** inbox folder.

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