

CURRENT TRAFFIC

SMTP connections

4/2

IMAP/POP3 connections

2/1

SERVICE

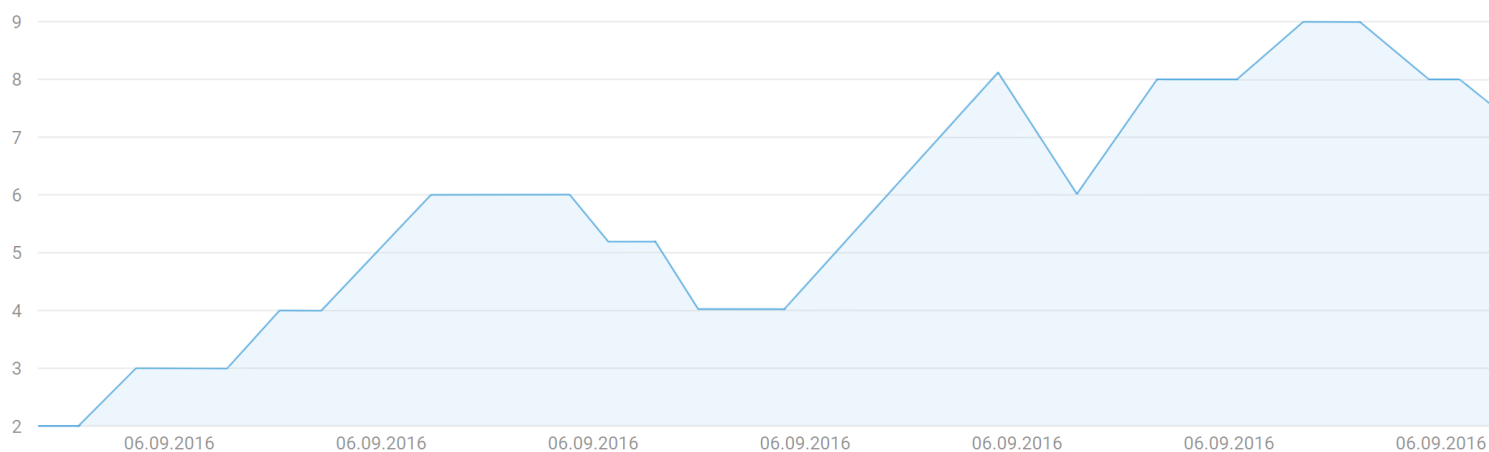
Web

TIME PERIOD

Realtime

CATEGORY

Connections



Skin style and background image

Pick your main color style and select the perfect background image for your login screen.

SKIN STYLE



CHOOSE IMAGE



IceWarp®

WebAdmin Manual

Version 12.1

WWW.ICEWARP.COM

IceWarp®

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About IceWarp WebAdmin Manual

Welcome to the IceWarp server Administration Guide. This guide describes administration tasks for IceWarp Server 12, Business Mail Server & Collaboration Solution for Microsoft Windows / Linux platform, that can be administrated from any browser running on Windows, Linux, MAC OS X, Android or Apple iOS.

The intended audience of this new administration tool are server and domain administrators with server / domain view. Server administrators have full control of the server set up, while Domain administrators manage just user accounts.

WebAdmin interface is designed for basic server management. For comprehensive remote server management - e.g. AntiSpam, AntiVirus, Content Filter etc., the highly advanced remote admin console for professional users is needed.

Current editions of WebAdmin manuals are always available online at icewarp.com.

Published on 7/20/2018.

1. Login Page

- 1 Choose language
- 2 Fill out your username
- 3 Click for the next step
- 4 Follow us on social media

- 1 Fill out your password
- 2 Remember login details
- 3 Choose different account
- 4 Click to get in

Note: After login, the **Dashboard** page (Server administrator), **Domain list** page (Domain administrator) or **Spam queues** page (User) is displayed.

Note: It is highly recommended not to use autofill for administrators' login for security reasons (anyone can login to administrators' account without credentials and change anything on server if computer is left unattended for just a few minutes).

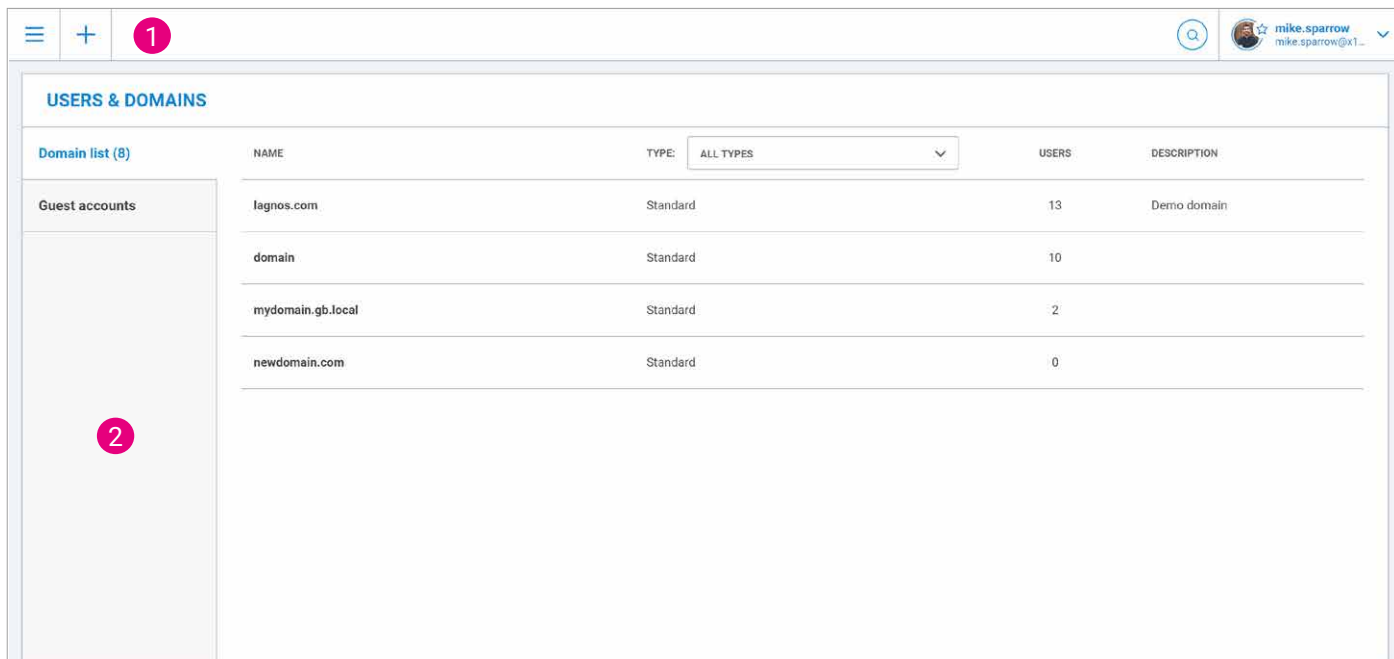
2-factor authentication

If 2- factor authentication is activated for your account, then you will see the following authorization window on your WebAdmin or WebClient login page. In this step, you have to enter 6 digit code that was sent to your mobile phone or is accessible in the IceWarp Authenticator app. It depends on what type of 2-factor authentication did you choose from.

Learn how to configure 2-factor authentication for your account in our video:

<https://www.youtube.com/watch?v=Aq7wF-87hj0>

2. Interface Description



The WebAdmin GUI consists of two main parts:


- 1 Control bar
- 2 Main window


Note: Toggle states: **ON**  **OFF** 


Control Bar





This bar allows you to manage domains and accounts. Control bar icons:

 **Main Menu** Click the icon to switch between different views of the interface – Dashboard / Domain List / Spam queues / White labeling / Server settings / Logout.

 **Plus/New** Click the icon to open a menu that allows you to add a New user / group / mailing list / resource /domain.

 **Cloud Domain Name** The cloud domain name is set in the format: *.onice.io

 **Context Sensitive Search** Click the icon to open a search text field. This search allows you to search within the currently shown window (domains, users, devices, etc.). After a search query, the search input shows the number of results.





 **User Account Menu** Click the icon to open a menu that allows you to set up your Account details / direct Switch to WebClient / open the IceWarp Support web page / Logout.

User Account Menu

Right side of the control bar. The icon of the right upper side of the picture inform about type of the account – Star (server admin), Globe (domain admin) and Head (user).

IceWarp On-premises

There are 4 options:

	Account Settings	Click the icon to open the table with account details.
	Support	Click the icon to open the IceWarp Support web page.
	WebClient	Click the icon to direct switch to WebClient.
	Logout	Click the icon and leave IceWarp WebAdmin application.

IceWarp in Cloud

In case that your IceWarp instance runs in the cloud, there is a one more option in User Account menu – **Subscription**.





	Subscription	Click the icon to open page with subscription details.
---	------------------------------	--

Subscription Page




This page will provide you with all your cloud account details and you can manage your account online. Here you have access to several available actions regarding your subscription, including changing plan or payment details or download last invoices.

SUBSCRIPTION

CURRENT PLAN
Plan details

	Storage per user	50 GB
	Price per user/month	€3.50
	Active users	29
	Total monthly costs	€101.50

Subscription details

	Cluster DE, Nuernberg (Hetzner Online)
	Hypervisor hv2.nrb.de.apptocloud.net
	Next billing 2022/12/01

PAYMENTS
Payment details


Order information
ORDER ID:
EUR20171107-154745-23178-A

Card details
CARD NUMBER
**** * 7550
EXPIRATION DATE
2018/10/01

Customer details
COMPANY NAME
AJAX
BILLING ADDRESS
Thamova 18
Praha 18600

CHANGE DETAILS

Any questions?
sales@icewarp.com

Last invoices
 You don't currently have any invoices

Click the green **CHANGE PLAN** button will redirect you to the page with IceWarp Cloud plans, where you can select the most suitable plan for you.

Click the grey **CANCEL SUBSCRIPTION** button and your subscription cancels all future scheduled payments of that subscription. A subscription can be cancelled up until the day of the next scheduled payment.

You have full control over your IceWarp Cloud payment details and can update them by clicking **CHANGE DETAILS** button. Please make sure that entered payment details are correct! Your changes will take effect on your next payment.

SHOW ALL INVOICES button opens a page listing all your invoices. An invoice can be downloaded there.

IceWarp Subscription

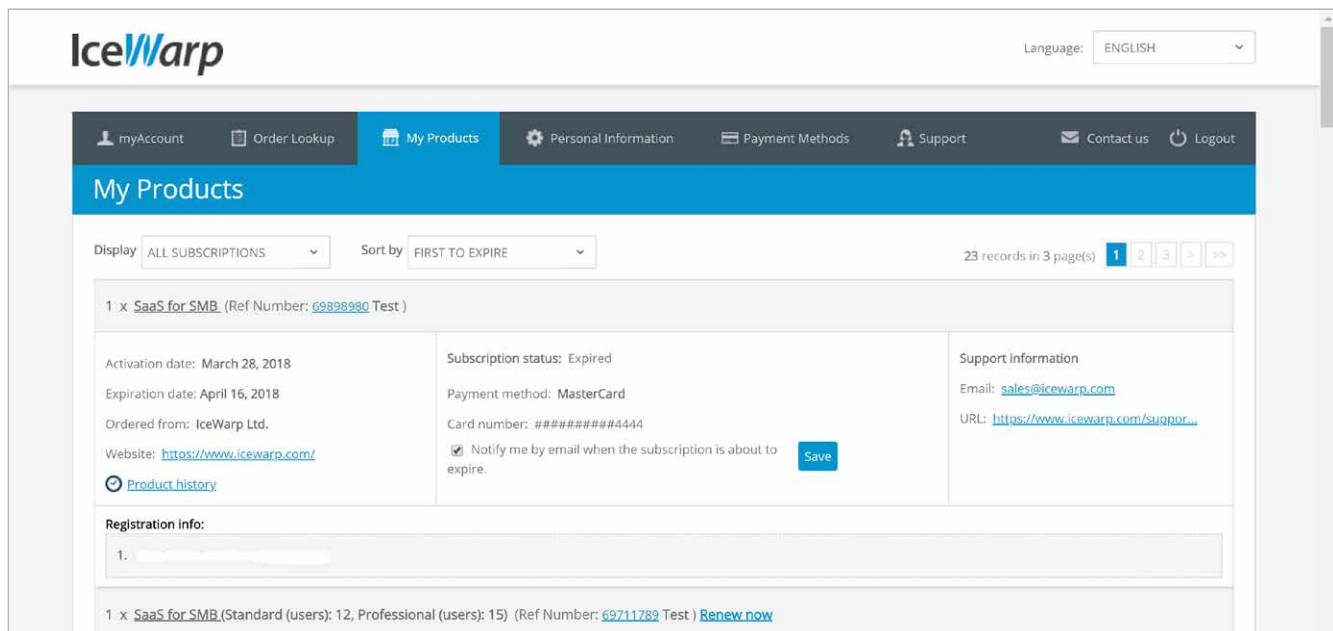
In case that your IceWarp instance runs as pay per user model, there is the same option in User Account menu as in the Cloud – **Subscription**, but redirecting you to a different page.



Subscription

Click the icon to open page with subscription details.

Having Subscription model and click **Subscription** button in user menu, you will be redirected to the page which will provide you with all your Subscription account details and you can manage your account online. This page allows you to manage your account, orders, product, personal information, payment methods and you can ask for support as well.



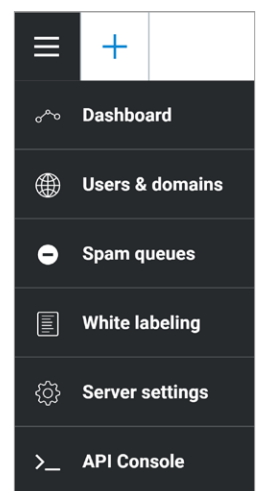
Main Windows

Main windows can be different, depending on which option is chosen from the **MAIN** menu.

There are 6 options:

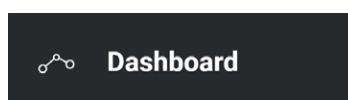
- **Dashboard**
- **Users & Domains**
- **Spam Queues**
- **White Labeling**
- **Server Settings**
- **API Console**

Note: These options are visible by server administrator only.






Dashboard

Through dashboard you can quick check overview of **Current traffic** in real-time (server connections & processed data volumes) and **Service statuses** including runtime statistics as well.



General Overview – is placed on the top of the page.

IceWarp On-premise and Subscription model

 Active users	23	 Storage	6.07 MB	 Mail sent	0 / 1 day	 Mail received	6 / 1 day
--	----	---	---------	---	-----------	---	-----------

General overview includes real-time information like:

- **Total storage used** – size of used disc space.
- **Active users** – number of active users within domains.
- **Mail Sent** – number of email sent since server startup.
- **Mail Received** – number of email received since server startup.

IceWarp in Cloud

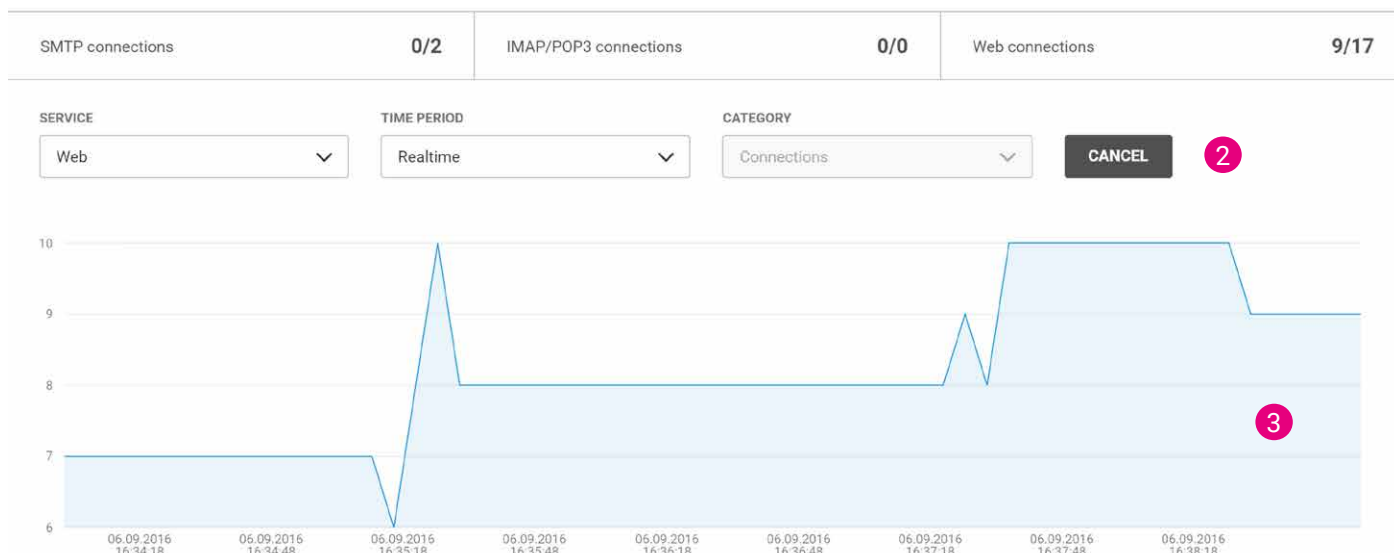
In case that your IceWarp instance runs in the cloud, dashboard displays additional details above the graph.

 Plan	Simple	 Cluster	Prague - Europe	 Total monthly costs	€145.00	 Next billing	2017/03/01
 Total storage used	15.26 MB	 Active users	29	 Mail sent	0 / 1 days	 Mail received	0 / 1 days

General overview for Cloud instance includes information like:

- **Plan** – name of the plan you have selected.
- **Cluster** – location of the cluster where your data is stored.
- **Total monthly costs** – total amount that you pay monthly.
- **Next billing** – refers to the next date on which the invoice is billed.

Current Traffic – is viewable below the General overview:



- 1 Connections:** This area includes: Connections number overview of SMTP / IMAP / POP3 / Web.
- 2 Scrolling menu:** Scrolling menu gives an additional advanced filter.
- 3 CHART:** Graphical representation of data selected from Scrolling menu above.

SERVICE – SMTP / POP3 / Web / Instant Messaging / GroupWare / IMAP / FTP.

TIME PERIOD – Realtime / Last Hour / Last Day / Last month.

CATEGORY – Server data / Client data / Connections / Received / Sent.

Button **CANCEL** returns all selected options to default setup.

Note: Choosing **Real Time** option, **Connections** category is automatically selected. No other category is available.

Note: Dashboard is **NOT** visible for domain administrators and users.







Service Status

This overview gives the ability to find the status of each service in detail.

SERVICE STATUS		
	Mail services	
	Web services	
	Background services	
	Communication	
	Collaboration	
	Security	
	Mobility	


Example:

Click on Mail services – The pane will expand:

SERVICE STATUS			
 Mail services 			
 SMTP		 IMAP	
Uptime: Connections: Data:	STATISTICS RESTART STOP	Uptime: Connections: Data:	Uptime: Connections: Data:
		1 day 23:51:33 0 8.32 MB	1 day 23:51:33 0 8.32 MB

Example:

Click on Mail services:

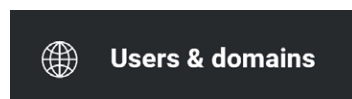
This pane includes parts of Mail services (in this case) – SMTP / IMAP / POP3 and short info about that.
Each service has own MENU icon  where another options are possible to find:

- **Statistics** – detailed statistics of each service.
- **Restart** – allow to physically restart a service.
- **Stop** – allow to physically stop a service.

Note: Color description: GREEN – all services are active / ORANGE – some services are active / RED – all services are inactive.

Users & Domains

Users and Domains tab let you manage user and domain details. There are two folders to choose: Domain list and Guest accounts.



Domain List

This list gives an overview of the domain(s) you have rights to administer. The number of domains is also shown.

USERS & DOMAINS				
Domain list (6) 1	NAME	TYPE: ALL TYPES	USERS	DESCRIPTION
Guest accounts	lagnos.com	Standard	10	Demo domain
	mydomain.gb.local	Standard	2	


1 Domain list: Number of domains


- **Name** – name of domain.
- **Type** – type of domain / option to filter according to different domain types: Standard, Alias, Backup, Distributed, ETRN/ATRN queue.
- **Users** – number of users within each domain.
- **Description** – domain description.

Clicking on any domain allows you to access additional set-up of the domain.

This lists show items of the currently selected category – Accounts, Properties, Limits, Rules, Mobile devices. To ease your work, you can filter items within these categories – select from the appropriate list.

To return to a higher level, click the arrow in the left-hand upper corner.

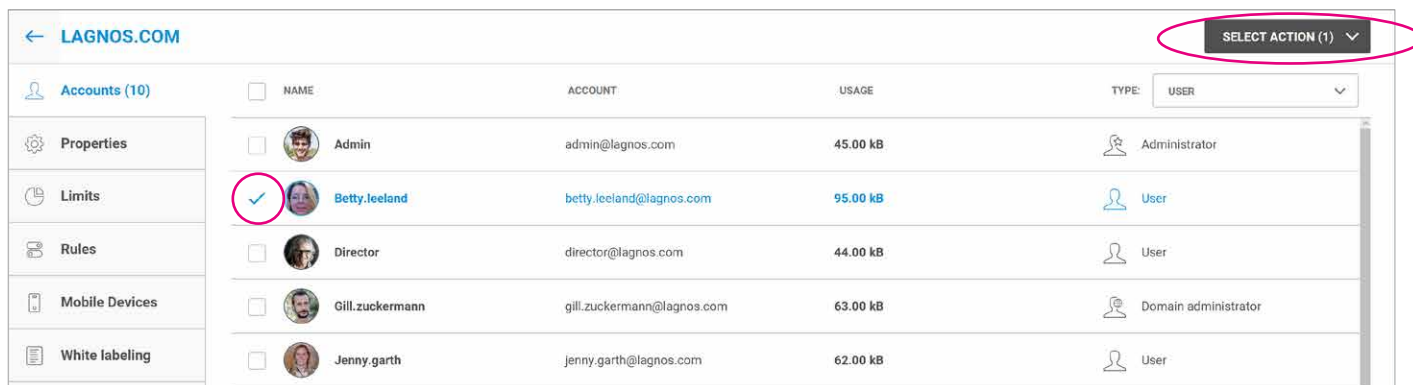
USERS & DOMAINS				
Domain list (8)	NAME	TYPE: ALL TYPES	USERS	DESCRIPTION
Guest accounts	lagnos.com	Standard	13	Demo domain
	domain	Standard	0	
	mydomain.gb.local	Standard	2	

 When hovering over domain with 0 users, the delete button is shown. Click this button and delete the whole domain. After click the delete button, confirmation dialog whether you really want to delete the domain is displayed.

There must be 0 users in the domain, if there is 1 or more users, the delete button is not shown.

Domain's Details Set-up

Accounts – All accounts are defined within a domain and an email address consists of a primary alias and domain name – [primary alias]@[domain_name.]

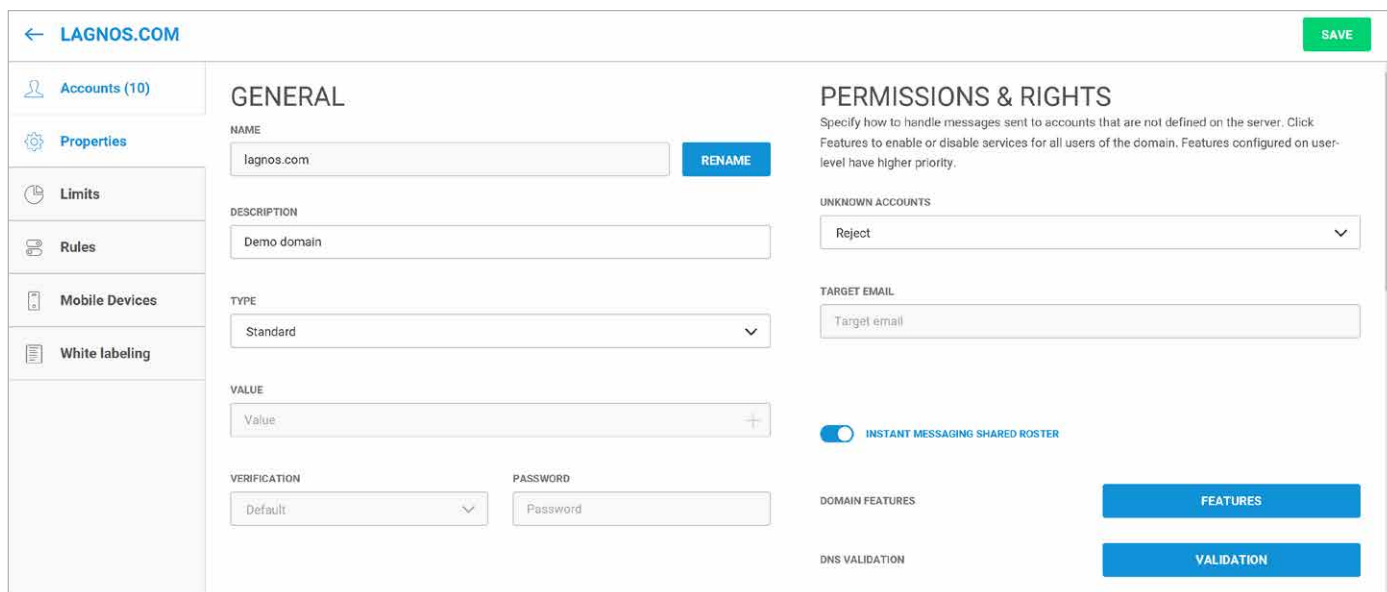


← LAGNOS.COM				
	NAME	ACCOUNT	USAGE	TYPE: USER
<input type="checkbox"/>	Admin	admin@lagnos.com	45.00 kB	Administrator
<input checked="" type="checkbox"/>	Betty.leeland	betty.leeland@lagnos.com	95.00 kB	User
<input type="checkbox"/>	Director	director@lagnos.com	44.00 kB	User
<input type="checkbox"/>	Gill.zuckermann	gill.zuckermann@lagnos.com	63.00 kB	Domain administrator
<input type="checkbox"/>	Jenny.garth	jenny.garth@lagnos.com	62.00 kB	User

Note: You can quick add to group or delete any user by checking the box by the name and **SELECT ACTION** in the box on the right side!

Properties – General overview of domain like description details, permission and rights, quotas and client applications. Here you can also enable 2-factor authentication for the whole domain.

With 2-factor authentication enabled, users of this domain are able to activate two-step verification and have stronger security for their WebClient and WebAdmin accounts.



← LAGNOS.COM

Accounts (10)

Properties

Limits

Rules

Mobile Devices

White labeling

GENERAL

NAME
lagnos.com **RENAME**

DESCRIPTION
Demo domain

TYPE
Standard

VALUE
Value

VERIFICATION
Default

PASSWORD
Password

PERMISSIONS & RIGHTS

Specify how to handle messages sent to accounts that are not defined on the server. Click Features to enable or disable services for all users of the domain. Features configured on user-level have higher priority.

UNKNOWN ACCOUNTS
Reject

TARGET EMAIL
Target email

☒ INSTANT MESSAGING SHARED ROSTER

DOMAIN FEATURES
FEATURES

DNS VALIDATION
VALIDATION

SAVE

Note: Domain name is possible to change via "Rename" button next to the name table. This operation can be processed by server administrators only, domain administrators can not rename domain name.

If you are administering IceWarp Subscription model, you can manage users for the whole domain here – **Permission & Rights** section:

PERMISSIONS & RIGHTS

Specify how to handle messages sent to accounts that are not defined on the server. Click Features to enable or disable services for all users of the domain. Features configured on user-level have higher priority.

MAX ALLOWED SUBSCRIPTION PLAN

Any plan

Any plan

Standard

Professional

TARGET EMAIL


Target email


Select Standard or Professional plan and all users of the domain can use features of the selected domain.

DNS validation


Click the Validation button to view summary of general information about selected domain, as well as information about its DNS records and running services ports.

When DNS validating is not successful, you can directly go to IceWarp Academy video and learn how to set up DNS records properly. Or here is also possible to download example of “zone file” for your domain that contains mappings between domain names, IP addresses and other resources.






WebDav
Synchronizing the "Zero File"




Updating the "zone file"



Please validate your DNS records

Please refer to IceWarp Academy video how to set up DNS records properly. Example "zone file" for your domain can be downloaded below.

 DOWNLOAD

CURRENT DNS RECORDS

Current DNS settings for your domain are listed below. Incorrect or missing entries are in red color.

Mail (MX)	10 server.icewarp.com (185.119.216.247)
icewarp.com:	20 sms.icewarp.com (88.86.101.17)
SmartDiscover (SRV)	11 443 server.icewarp.com (185.119.216.247)
_autodiscover._tcp.icewarp.com:	
SmartDiscover (A)	server.icewarp.com (185.119.216.247) 0.0.0.0
WebDAV (SRV)	11 80 server.icewarp.com (185.119.216.247)
_caldav._tcp.icewarp.com:	
WebDAV (SRV)	11 443 server.icewarp.com (185.119.216.247)
_caldav._tcp.icewarp.com:	

CLOSE

DKIM wizard

DKIM is used by remote servers for verification that emails sent from the domain are not spoofed.

Click the DKIM button to run DKIM configuration wizard. This wizard will allow you to easily create a public and private key pair to be used for DomainKeys and DKIM.

DKIM

✕

DKIM WIZARD

DKIM is used by remote servers for verification that emails sent from this domain are not spoofed. In order to use DKIM, DNS TXT record <Selector>._domainkey.<domainname> has to be created.

Selector record

Configure your DNS server with the public key. You need to add the following entry into your DNS server for e.g. icecream._domainkey.www.icewarm.com.

SELECTOR RECORD

COPY TO CLIPBOARD

icecream._domainkey.lagnos.com IN TXT "r=DKIM1; k=rsa; n=2048; p=MIBjUj

COPY TO CLIPBOARD

—BEGIN RSA PRIVATE KEY—

MIIEnwIBAARCAQD+WOE3qKZSU/gHb1Uu5W/Pmt3tCDc2+Yf/RO8m
yfr4kAM58wnc79auGb
jXJUL4JqHh+Hr+Jz7AEHq1kZaP5A+QJUB+VDM+NriQmP5qclBzdYr

SLIDING OUTGOING EMAILS WITH DKIM

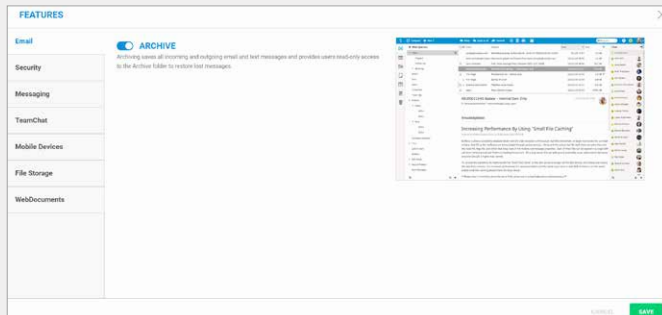
RESET DKIM SETTINGS

SAVE

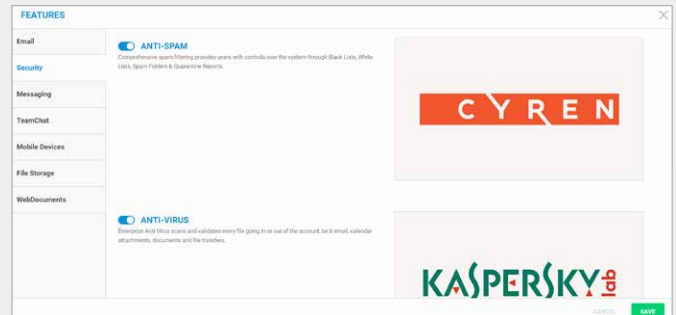
Domain Features

Click the blue button **FEATURES** under Permissions & Rights chapter will open a new window with possibility to enable/disable domains features. Just move the toggle left (disable) or right (enable) and let user to use the following features.

Email – Archiving saves all incoming and outgoing email and text messages.



Security – This tab allows you to manage all security features like ANTI-SPAM, ANTI-VIRUS and QUARANTINE.



Messaging – Enable or disable instant communication among users and let them send text messages from WebClient.



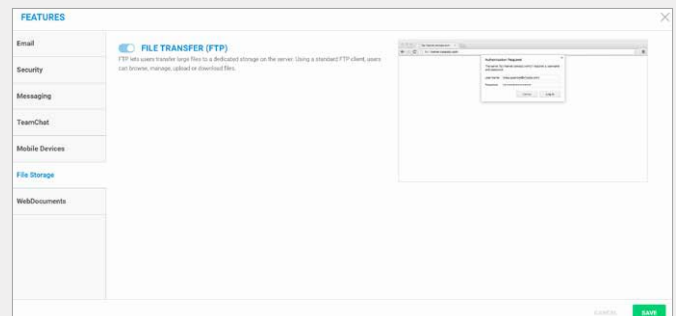
TeamChat – With TeamChat feature enabled users can get in touch with other people on the team, organize their conversations around one topic, share files or create ad-hoc meetings.



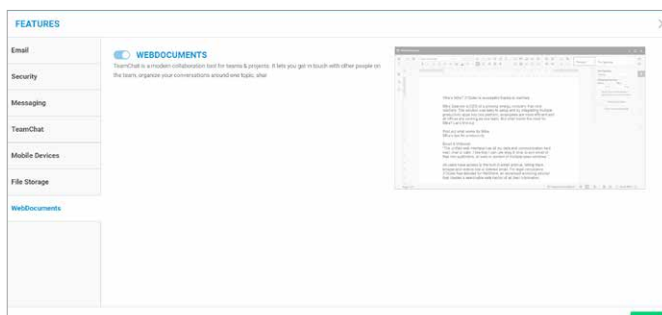
Mobile Devices – Let users synchronize their email, calendars, contacts, tasks and notes to all mobile devices via ActiveSync and wireless synchronization to older mobile devices based on Palm OS, Symbian and others not supporting ActiveSync via SyncML.



File Storage – Using this toggle let users transfer large files to a dedicated storage on the server.



WebDocuments – Allow users create and edit documents, spreadsheets and presentations as well as all ODF files directly in the browser, without having to install any Office suite on their computers.



Limits – Turn the toggles on and enter the appropriate values for the domain limits and user limits as well.

← LAGNOS.COM

SAVE

Accounts (10)

Properties

Limits

Rules

Mobile Devices

White labeling

DOMAIN LIMITS

The following domain limits take precedence of any user-level limits. For example, if you have a Disk Quota limit on a domain set to 100MB and set a user Account Size to 500MB, it will be capped when the domain reaches 100MB.

DOMAIN ADMIN ACCOUNT LIMIT (ACCOUNTS #)

20

☐ DISK QUOTA

☒ DAILY SEND OUT LIMITS FOR DOMAIN

SEND OUT DATA LIMIT

50

MB

SEND OUT MESSAGES LIMIT

100

☐ DISABLE LOGIN TO THIS DOMAIN

USER LIMITS

The following limits have lower priority than any user-level limits. For example, if you have 100 accounts in the domain and 98 should have the same limits, 2 should have different limits, specify the limit for 98 users here and only for 2 specify a different limit on the user level.

ACCOUNT SIZE

3500

kB

MAX MESSAGE SIZE

20

MB

☒ DEFAULT DAILY SEND OUT LIMITS FOR USERS

SEND OUT DATA LIMIT

50

MB

SEND OUT MESSAGES LIMIT

100

Rules – Gives an access to the rules list, allowing you to define conditions and actions for all incoming emails to domain.

← LAGNOS.COM

SAVE

Accounts (14)

Properties

Limits

Rules

Mobile Devices

White labeling

DOMAIN LIMITS

The following domain limits take precedence of any user-level limits. For example, if you have a Disk Quota limit on a domain set to 100MB and set a user Account Size to 500MB, it will be capped when the domain reaches 100MB.

DOMAIN ADMIN ACCOUNT LIMIT (ACCOUNTS #)

Domain admin account limit (Accounts #)

☒ DISK QUOTA

500

MB

☐ DAILY SEND OUT LIMITS FOR DOMAIN

☐ DISABLE LOGIN TO THIS DOMAIN

USER LIMITS

The following limits have lower priority than any user-level limits. For example, if you have 100 accounts in the domain and 98 should have the same limits, 2 should have different limits, specify the limit for 98 users here and only for 2 specify a different limit on the user level.

ACCOUNT SIZE

6500

kB

MAX MESSAGE SIZE

1000

kB

☐ DEFAULT DAILY SEND OUT LIMITS FOR USERS

☐ DELETE SPAM OLDER THAN

DOMAIN EXPIRATION

Define an expiration date for the domain. When a domain expires, only the login to the domain is disabled. If you choose to delete the domain, all accounts and their data will be deleted!

☐ EXPIRES ON

☐ NOTIFY BEFORE EXPIRATION

☐ DELETE DOMAIN WHEN EXPIRED

Mobile Devices – Experience ActiveSync for wireless synchronization of email, calendars, contacts, tasks and notes to all mobile devices.

← LAGNOS.COM		SELECT ACTION	
Accounts (11)	<input type="checkbox"/> DEVICE	LAST SYNC: ALL	STATUS: ALL
Properties	<input type="checkbox"/> mike.sparrow@lagnos.com (3)		
Limits			
Rules			
Mobile Devices			
White labeling			
	<input type="checkbox"/>  HTC One mini HTCOnemini / HTCOnemini	07/09/2016 12:44	Allowed
	<input type="checkbox"/>  White iPad iPad / iPad3C3	07/09/2016 12:39	Allowed
	<input type="checkbox"/>  Windows Phone 8S by HTC WP8 / Windows Phone 8S by HTC	07/09/2016 12:38	Allowed

White Labeling – Customize WebAdmin or WebClient tool for selected domain and personalize them according to your ideas.

LOGIN SCREEN SKIN

Set up how the login page looks.

SET TO DEFAULT VALUES

Login logo


Change the logo shown on your login page. Supported image formats: JPG, PNG, GIF, SVG. Maximum file size: 20 MB.

↑ UPLOAD

Skin style

Select the primary color of login page.

CHOOSE COLOR



Domain's User Set-up

Use the left-hand tab pane and click on any user to access settings for the selected user.

Info – General overview of user such as personal details, permission and rights, quotas, status of 2-factor authentication (enabled/disabled) and client applications.

← MIKE.SPARROW@LAGNOS.COM SAVE

GENERAL

FIRST NAME
Mike

LAST NAME
Sparrow

USERNAME
mike.sparrow

DESCRIPTION
CEO

LAST TIME LOGGED
07/09/2016 at 11:32:29

ALIASES

PERMISSIONS & RIGHTS

Select whether this user is a regular email account or a server administrator or a domain administrator. Click Features to enable or disable services for this user individually.

ACCOUNT TYPE
Administrator

ACCOUNT STATE
Enabled

Select whether this account will be fully functional, partially disabled (user cannot login, but messages are accepted), disabled (user cannot login, messages are rejected) or will work as a spam trap.

SHARED FOLDERS

ACCOUNT FEATURES

PERMISSIONS

FEATURES

If you are administering IceWarp Subscription model, you can manage plans here – **Permission & Rights section**:

PERMISSIONS & RIGHTS

Select whether this user is a regular email account or a server administrator or a domain administrator. Click Features to enable or disable services for this user individually.

SUBSCRIPTION PLAN

Standard

Standard

Professional

ACCOUNT STATE

Enabled

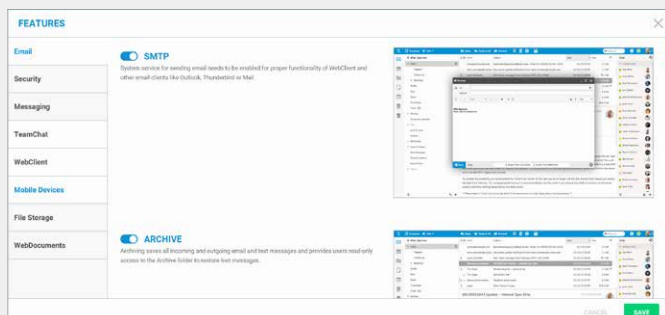
Select whether this account will be fully functional, partially disabled (user cannot login, but messages are accepted), disabled (user cannot login, messages are rejected) or will work as a spam trap.

You can combine different types of users (Standard or Professional) within one domain so each of them can use different features according to the selected plan.

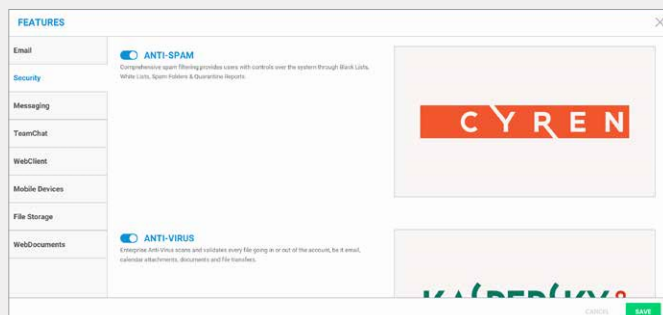
USER FEATURES:

Click the blue button **FEATURES** under Permissions & Rights chapter will open a new window with possibility to enable/disable user features. Just move the toggle left (disable) or right (enable) and let user to use the following features:

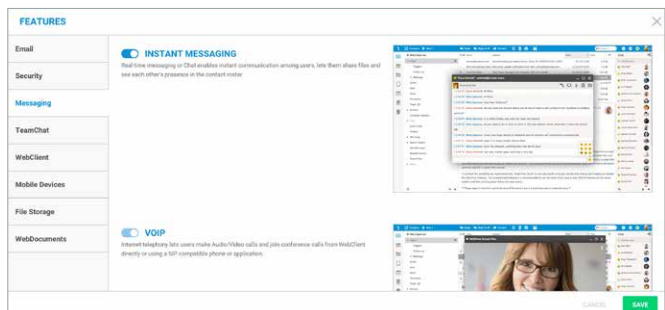
Email – Enable system service for sending emails and archiving that saves all incoming and outgoing email and text messages.



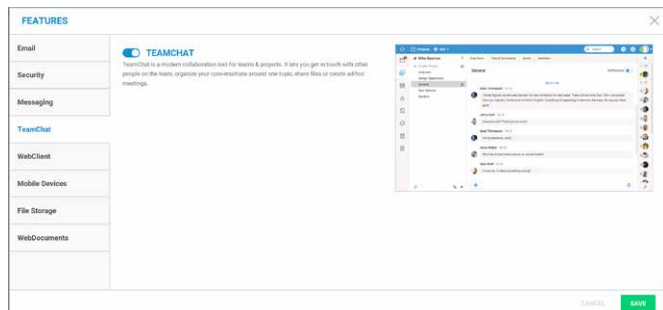
Security – This tab allows you to manage all security features like ANTI-SPAM, ANTI-VIRUS and QUARANTINE.



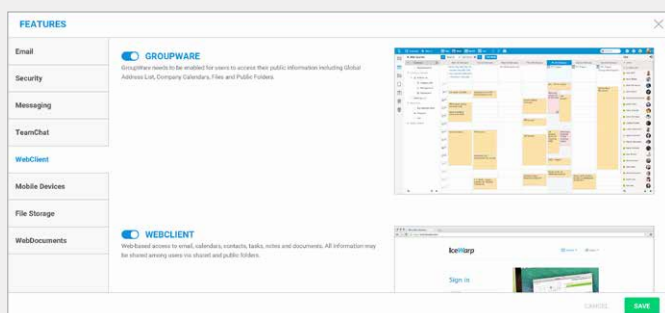
Messaging – enable or disable instant communication among users and let them send text messages from WebClient.



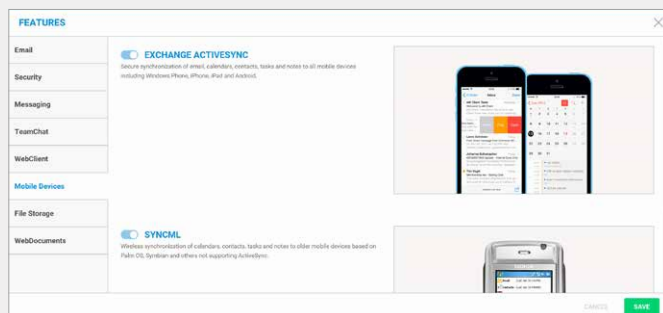
TeamChat – with TeamChat feature enabled users can get in touch with other people on the team, organize their conversations around one topic, share files or create ad-hoc meetings.



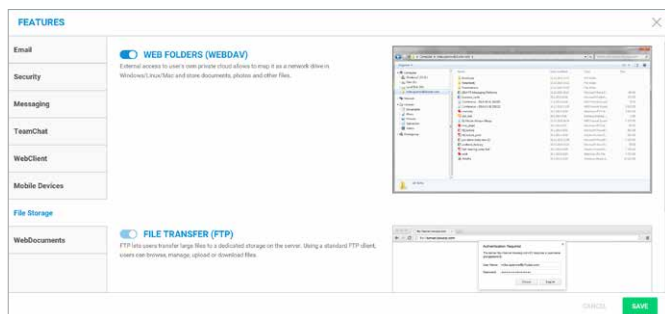
WebClient – These toggles need to be enabled for users to access their public information and web-based access to WebClient.



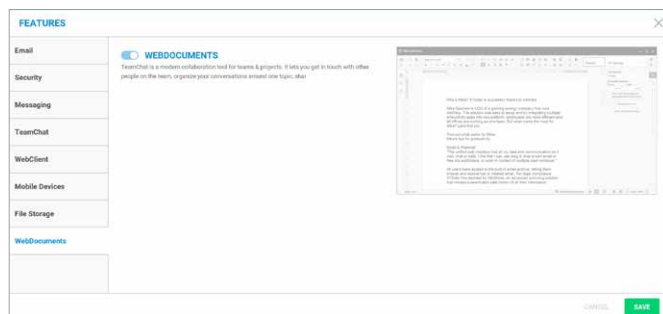
Mobile Devices – Let users synchronize their email, calendars, contacts, tasks and notes to all mobile devices via ActiveSync and wireless synchronization to older mobile devices based on Palm OS, Symbian and others not supporting ActiveSync via SyncML.



File Storage – Using these toggles let users transfer large files to a dedicated storage on the server and external access to user's own private cloud.



WebDocuments – Allow users create and edit documents, spreadsheets and presentations as well as all ODF files directly in the browser, without having to install any Office suite on their computers.



Card – The whole set of personal details, all fields are optional. These fields can also be filled in the WebClient interface.

← MIKE.SPARROW@LAGNOS.COM

SAVE

Info

Card

E-mail

Limits

Rules

Mobile Devices

GENERAL

Enter the account's information. All data presented here will be shown also in the user's GAL contact. Users can edit the fields in My Details dialog in WebClient. All fields are optional.

FIRST NAME

Mike

COMPANY

Lagnos

LAST NAME

Sparrow

DEPARTMENT

CEO

BIRTHDAY

04.05.1981

JOB

CEO

GENDER

Male

MANAGER

Manager

ANNIVERSARY

10.11.2012

ASSISTANT

Mary Kirkland

Email – Set where messages are to be forwarded or copied, responder mode and Anti-spam.

← MIKE.SPARROW@LAGNOS.COM

SAVE

Info

Card

E-mail

Limits

Rules

Mobile Devices

FORWARDER

Set where messages are to be forwarded or copied, separate several by semicolon. Alternate email is used during password retrieval. Incoming/outgoing copy cannot be modified by user.

FORWARD TO

mary.kirkland@lagnos.com

ALTERNATE EMAIL

mikesparrow@gmail.com

DO NOT FORWARD SPAM MESSAGES

COPY INCOMING MAIL

mary.kirkland@lagnos.com

COPY OUTGOING MAIL

mary.kirkland@lagnos.com

ANTI-SPAM

Select whether this user will receive spam reports, will receive reports as set in Anti-Spam - Action - Reports, reports with new spam items listed or reports with all spam items listed. Also select whether a spam folder is to be used.

RESPONDER

Select the responder mode for this account. Other fields are enabled depending on this mode.

MODE

Respond again after period

RESPOND AGAIN AFTER (DAYS)

2

RESPOND ONLY IF BETWEEN

07.09.2016

07.10.2016

RESPOND TO MESSAGES SENT TO USER'S EMAIL ADDRESS ONLY

MESSAGE

Limits – Turn the toggles on and enter the appropriate values for the account limits and set expiration of the user's account.

The screenshot shows the 'LIMITS' and 'EXPIRATION' settings for the user MIKE.SPARROW@LAGNOS.COM. The interface includes a sidebar with navigation options: Info, Card, Email, Limits (selected), Rules, and Mobile Devices. The 'LIMITS' section on the left contains several toggle switches and input fields: 'ACCOUNT DISK QUOTA' (disabled), 'DAILY SEND OUT LIMITS' (enabled), 'SEND OUT DATA LIMIT' (5 MB), 'SEND OUT MESSAGES LIMIT' (# per day), 'MAX MESSAGE SIZE' (3200 KB), and four additional toggles for deleting mail/spam and disabling POP3 access. The 'EXPIRATION' section on the right includes a 'STATUS' dropdown (set to 'Enabled'), an 'EXPIRES IF INACTIVE FOR' field (Days), and three more toggles: 'EXPIRES ON', 'NOTIFY BEFORE EXPIRATION', and 'DELETE ACCOUNT WHEN EXPIRED'. A green 'SAVE' button is located in the top right corner.

Rules – gives an access to the rules list, allowing you to define conditions and actions for all incoming emails to account.

The screenshot displays the 'RULES' configuration window. It is divided into two main sections: 'CONDITIONS' and 'RESULT'. The 'CONDITIONS' section has tabs for 'Basic', 'Headers', and 'Advanced'. Under 'Basic', there are three conditions listed: 'All messages', 'Where From: Message header matches', and 'Where subject: Message header matches'. The 'ACTIONS' section has tabs for 'Standard' and 'Extra', with a list of actions including 'Accept / Reject / Delete / Spam / Quarantine', 'Forward to email', and 'Copy to folder'. The 'RESULT' section on the right shows a configuration for a rule result, starting with 'MESSAGE HEADER MATCHES: WHERE FROM' and 'MESSAGE HEADER MATCHES: WHERE SUBJECT' connected by an 'AND' operator. Below this is a 'STRING CONDITION' section with a 'FUNCTION' dropdown (set to 'Contains a value from a list (semi-colon separated)'), a 'STRING' input field (set to 'String'), and checkboxes for 'MATCH CASE' and 'WHOLE WORD'. At the bottom of the 'RESULT' section is a 'FORWARD TO EMAIL' action. The window includes a 'CANCEL' button and a green 'SAVE' button at the bottom right.

Mobile Devices – Manage any mobile device connected to user's account.

← MIKE.SPARROW@LAGNOS.COM

SELECT ACTION ▾

Info

Card

E-mail

Limits

Rules

Mobile Devices

☐ DEVICE

LAST SYNC: ALL ▾

STATUS: ALL ▾

☐ mike.sparrow@lagnos.com (3)

☐ HTC One mini
HTCOne mini / HTCOne mini

07/09/2016 12:44

Allowed

☐ White iPad
iPad / iPad3C3

07/09/2016 12:39

Allowed

☐ Windows Phone 8S by HTC
WP8 / Windows Phone 8S by HTC

07/09/2016 12:38

Allowed

Note: You will always be asked by the system to confirm any change in the set up!

WARNING

×

Do you want to save the changes?

CANCEL

DO NOT SAVE

SAVE

Guest Accounts

This list gives an overview of the guest account(s) you have rights to administer. Guest accounts are created on the server for these users and validated by email.

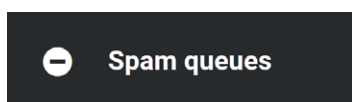
Administrators are able to click the selected contact and change general information about contact and user's details as well.


USERS & DOMAINS		SELECT ACTION (1) ▾	
Domain list	<input type="checkbox"/> NAME	ACCOUNT	
Guest accounts	<input type="checkbox"/>  brad.thompson_x1solar.com	brad.thompson@x1solar.com	
	<input checked="" type="checkbox"/>  casey.atwood_x1solar.com	casey.atwood@x1solar.com	
	<input type="checkbox"/>  mary.kirkland_x1solar.com	mary.kirkland@x1solar.com	

Spam Queues

The Spam Queues allows administrators to administer spam queues.

But not only administrators. Thanks to gateway login end users can now sign in with an administrator account through captcha and also manage their incoming messages.



EN ▾

Sign in to WebAdmin
Sign in with an administrator account to manage domains and users

Email address
mike.sparrow@lagnos.com

Generate new

H9UW5U

Security code
H9UW5U

Sign in

[Sign in with another account >](#)

Quarantine

Selecting the **Quarantine** tab presents you with a list of messages awaiting action. For each message in the queue you, are shown the Sender, Subject, Date/Time sent, Owner (recipient) and Recipient Domain:

</

Whitelist

Selecting the **Whitelist** tab presents you with a list of whitelisted senders. For each message in the queue, you are shown the Sender, Date/Time added, Owner (recipient) and recipient's Domain:

SPAM QUEUES

SELECT ACTION

ADD

Quarantine

Filter sender

Filter owner

Filter domain

FILTER RESULTS

Whitelist

SENDER

DATE

OWNER

DOMAIN

Blacklist

☐

brad.thompson@x1solar

2016/09/07 13:14:37

mike.sparrow@lagnos.com

lagnos.com

☐

betty.leeland@lagnos.com

2015/11/16 15:21:41

gill.zuckermann@lagnos.com

lagnos.com

☐

karim.akdar@lagnos.com

2015/11/16 15:20:05

fat@pokus.local

pokus.local

Note: By clicking **Add** button you can whitelist any sender and select owner of the domain. As a standard user you have no rights to setup any other accounts, so click on **Head icon** in the **Owner** text field has no result.

Blacklist

Selecting the **Blacklist** tab presents you with a list of blacklisted senders. For each message in the queue, you are shown the Sender, Date/Time added, Owner (recipient) and recipient's Domain:

SPAM QUEUES

SELECT ACTION (2)

ADD

Quarantine

Whitelist

Blacklist

Filter sender

Filter owner

Filter domain

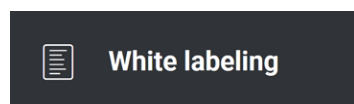
FILTER RESULTS

SENDER	DATE	OWNER	DOMAIN
<input checked="" type="checkbox"/> jackpot@lvcasino.com	2015/11/16 15:37:28	steven.jacobs@lagnos.com	lagnos.com
<input checked="" type="checkbox"/> moneyprize@moneyprize.com	2015/11/16 15:33:04	mike.sparrow@x1solar	x1solar
<input type="checkbox"/> thebestoffer@classicbooks.com	2015/11/16 15:31:30	jerry.clark@lagnos.com	lagnos.com

Note: By clicking **Add** button you can blacklist any sender and select owner of the domain. As a standard user you have no rights to setup any other accounts, so click on **Head icon** in the **Owner** text field has no result.

White Labeling

White label option gives an opportunity to administrators rebrand WebAdmin and WebClient tool as if they had made it. Wide range of options provides control over the appearance according to the ideas of administrators.



In this section administrators are allow to setup of **Login screen skin**, **WebClient skin**, **WebAdmin skin**, **IceChat mobile skin** and **Banner ads**.

WebAdmin Skin and Login Screen

You can set up how WebAdmin looks on the inside and on the login page. There is the login screen on the right side where any change of setup is immediately visible. New WebAdmin let user change Login heading title and text.

Color of the skin is possible to select with color picker.

Login Screen Skin

The screenshot shows a web interface for configuring the login screen skin. It has a title "LOGIN SCREEN SKIN" and a subtitle "Set up how the login page looks." Below this is a "SET TO DEFAULT VALUES" button. The main configuration area is divided into three sections: "Login logo" with an "UPLOAD" button and instructions; "Skin style" with a "CHOOSE COLOR" section showing six color swatches; and "Background image" with an "UPLOAD CUSTOM BACKGROUND" button and a "CHOOSE IMAGE" section showing three image thumbnails. To the right of the configuration area is a preview window showing the resulting login page with a mountain background and a login form.

Login screen setup is applicable for both, WebClient and WebAdmin login page. In this section administrator is able to customize login page by following options:

- **Login logo** – change the logo shown on the login page. Supported image formats: JPG, PNG, GIF, SVG.
- **Skin style** – choose main login color.
- **Background image** – select from predefined background images or you can upload your own (supported format: JPG, PNG).
- **Server language** – set language for your users.
- **Login page options** – choose which elements of login page should be visible or hide.
- **Custom sign up fields** – select which vCard fields should be requested during the sign up process.

Note: Enabling or disabling any of item is effective only if **Sign up** element in the **Login Page Options** section is also enabled.

Note: Any item can be set as **Required** by checking the appropriate box. If Required box is not checked, then an item is set as **Optional**.

- **Two step verification** – pick the verification method for two step sign up. Available methods are EMAIL or SMS.

Note: SMS verification is effective only in case that **Mobile Phone** field is enabled and set as Required. SMS server must be configured.

Custom sign up fields

Select which vCard fields will be required during sign up.

<input checked="" type="checkbox"/> NICKNAME	<input type="checkbox"/> REQUIRED
<input checked="" type="checkbox"/> COMPANY	<input type="checkbox"/> REQUIRED
<input type="checkbox"/> JOB	
<input checked="" type="checkbox"/> PROFESSION	<input checked="" type="checkbox"/> REQUIRED
<input checked="" type="checkbox"/> MOBILE PHONE	<input type="checkbox"/> REQUIRED
<input checked="" type="checkbox"/> WORK PHONE	<input type="checkbox"/> REQUIRED
<input type="checkbox"/> HOME PHONE	
<input checked="" type="checkbox"/> IM	<input type="checkbox"/> REQUIRED
<input type="checkbox"/> GENDER	
<input checked="" type="checkbox"/> BIRTHDAY	<input checked="" type="checkbox"/> REQUIRED
<input type="checkbox"/> HOMEPAGE	

- **Social integrations** – set up social network integrations.

WebClient Skin

WHITE LABELING

WEBCLIENT SKIN

Set up how WebClient looks on the inside.

[SET TO DEFAULT VALUES](#)

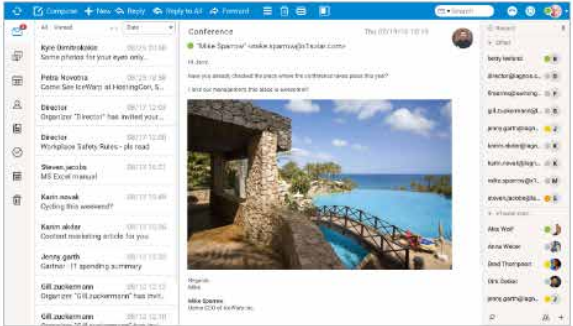
Page title

Change the text shown in your browser tab.

PAGE TITLE

Skin style

Pick WebClient main color style.



WebClient section allows you to set up how WebClient looks on the inside. Administrator is able to customize WebClient skin by following options:

- **Page title** – change the text shown in the browser tab.
- **Skin style** – pick main color style that will be used for WebClient skin.

WebAdmin Skin

WebAdmin section allows you to set up how WebAdmin looks on the inside. Administrator is able to customize WebAdmin skin by following options:

- **Page title** – change the text shown in the browser tab.
- **Skin style** – pick main color style that will be used for WebAdmin skin.

The screenshot shows the 'WHITE LABELING' section of the WebAdmin configuration. It includes a 'WEBADMIN SKIN' header with a 'SET TO DEFAULT VALUES' button. Below is the 'Page title' section with a text input field. The 'Skin style' section features a row of colored circles for selection. The 'BANNERS' section has a toggle for 'ADSENSE SETTINGS' and a text input for 'AdSense client ID'.

Note: Administrator can select one of the preferred WebClient interface: Desktop or Tablet, not mobile device.

IceChat Mobile Skin

The screenshot shows the 'ICECHAT MOBILE SKIN' configuration interface. It includes a 'SET TO DEFAULT VALUES' button. The 'Skin style' section has a row of colored circles. The 'Background image' section features an 'UPLOAD CUSTOM BACKGROUND' button and a 'CHOOSE IMAGE' section with three image thumbnails. To the right, a preview of the IceWarp login page is shown with fields for 'Email', 'Password', and 'SIGN IN'.

Section for IceChat allows you to set up how IceChat login page looks. Administrator is able to customize IceChat skin by following options:

- **Skin style** – pick primary color that will be used for IceChat login page and on the inside.
- **Background image** – select from predefined background images or upload your own (supported format: JPG, PNG).

Banner Ads

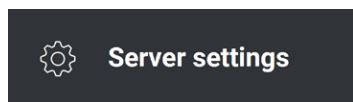
Since version 12, IceWarp Supports Google AdSense. It allows typically service providers (and others) display banner ads on the login screen and inside the WebClient (at the bottom of the instant messaging contact list).

Administrator can select from **Static image** by placing image URL or **AdSense** by placing AdSense slot ID provided by the AdSense provider.

The screenshot shows the 'Banner Ads' configuration interface. It includes a 'Login page' section with radio buttons for 'FULL RESOLUTION (728X90 PX)' and 'MOBILE RESOLUTION (300X100 PX)', each with 'DISABLE', 'STATIC IMAGE', and 'ADSENSE' options. Below are text input fields for 'AdSense slot ID'. The 'WebClient' section has similar radio button options for 'LEADERBOARD AT LOGIN' and 'RECTANGLE IN IM ROSTER'.

Server Settings

IceWarp server has a wide variety of configuration options that control its behavior and adjust many aspects of the setup.



SERVER SETTINGS

SAVE

Policies

SmartDiscover

Certificates

LOGIN POLICY

BLOCK USER LOGIN FOR ACCOUNTS THAT EXCEED A NUMBER OF FAILED LOGIN ATTEMPTS

5

BLOCK USER LOGIN FOR

10

min

LOGIN POLICY MODE

Do not block but delay authentication process

REQUIRE ADMINISTRATOR AUTHENTICATION TO ACCESS THE SYSTEM SETTINGS

USERS LOGIN WITH THEIR

USERNAMES

EMAIL ADDRESSES

CONVERT % AND / TO @ IN USERNAMES

USE ACCOUNT LOGIN IP RESTRICTION

PASSWORD POLICY

General

ACTIVE

PASSWORD CANNOT CONTAIN USERNAME OR ALIAS

ENABLE PASSWORD ENCRYPTION

Password format

MINIMAL PASSWORD LENGTH

6

NUMBER OF NUMERIC CHARACTERS IN PASSWORD [0-9]

1

NUMBER OF NON ALPHA-NUMERIC CHARACTERS IN PASSWORD [!@#\$%...]

0

NUMBER OF ALPHA CHARACTERS IN PASSWORD [A-Z][a-z]

1

NUMBER OF UPPERCASE ALPHA CHARACTERS IN PASSWORD [A-Z]

0

Policies

This tab lets you enable or disable selected services for the user. Administrator can setup policies for login or password:

Login policy:

LOGIN POLICY

BLOCK USER LOGIN FOR ACCOUNTS THAT EXCEED A NUMBER OF FAILED LOGIN ATTEMPTS

5

BLOCK USER LOGIN FOR

10

min

LOGIN POLICY MODE

Do not block but delay authentication process

REQUIRE ADMINISTRATOR AUTHENTICATION TO ACCESS THE SYSTEM SETTINGS

USERS LOGIN WITH THEIR

USERNAMES

EMAIL ADDRESSES

CONVERT % AND / TO @ IN USERNAMES

USE ACCOUNT LOGIN IP RESTRICTION

Password policy:

PASSWORD POLICY

General

ACTIVE

PASSWORD CANNOT CONTAIN USERNAME OR ALIAS

ENABLE PASSWORD ENCRYPTION

Password format

MINIMAL PASSWORD LENGTH

6

NUMBER OF NUMERIC CHARACTERS IN PASSWORD [0-9]

1

NUMBER OF NON ALPHA-NUMERIC CHARACTERS IN PASSWORD [!@#\$%...]

0

NUMBER OF ALPHA CHARACTERS IN PASSWORD [A-Z][a-z]

1

NUMBER OF UPPERCASE ALPHA CHARACTERS IN PASSWORD [A-Z]

0

The password policy part cover set of rules designed to enhance account security by encouraging users to employ strong password and use it properly. When password policy option is disabled, then all fields for password format are also disabled.

Note: Domain administrators are not able to ignore password policy when password violates policy. It is possible for server administrators only so they can ensure that the passwords are set to a high enough standard.

Note: In case that password expiration option is active and password is expired for a user, this user is immediately prompted for password change when logging to WebAdmin or WebClient.

Chapter 2 Interface Description

26

Smart Discover

SmartDiscover is a mechanism which ensures that any client application once supplied email address and password and authenticated by the server, will receive a complete list of available protocols, ports, URLs and server addresses.

Administrator can setup hostname or alias of the server, where services runs.

SERVER SETTINGS

SET ALL TO NEW DOMAIN NAME

SAVE

Policies

SmartDiscover

Certificates

SMARTDISCOVER

PUBLIC HOSTNAME

lagnos.com

MOBILESVC (ACTIVESVC)

https://lagnos.com/Microsoft-Server-ActiveSync

SYNCL (OMA DS)

http://lagnos.com/syncl/

SMTP

lagnos.com

TLS / SSL

WEBAV & SMARTATTACH

http://lagnos.com/webdav/

POP3

lagnos.com

2nd basic port (no SSL)




WEBCIENT

http://lagnos.com/webmail/

Set All to New Domain Name – Click this button to open Server/Hostname dialog, where you can set a new hostname for all fields. Within the URL section fields, only the relevant address parts are changed, other parts are kept. Some of the defined URLs

Certificates

Certificates table displays a list of the certificates used within IceWarp Server. The **Default** certificate, displayed as the first in list, is an integrated certificate that is shipped with IceWarp Server.

SERVER SETTINGS					ADD	REISSUE	SET AS DEFAULT	DELETE
Policies	TYPE	HOSTNAME	IP ADDRESS	EXPIRATION				
SmartDiscover	<input type="checkbox"/>  Standard	lagnos.com	All	2017/08/23				
Certificates	<input type="checkbox"/>  Let's Encrypt [CSR]	lagnos.com	—	—				
	<input checked="" type="checkbox"/>  [CSR]	lagnos.com	—	—				
	<input type="checkbox"/> Let's Encrypt [CSR]	x1solar	—	—				

Add

Since version 11.4, IceWarp has new easy to use interface for certificate option, where administrator can manage certificates.

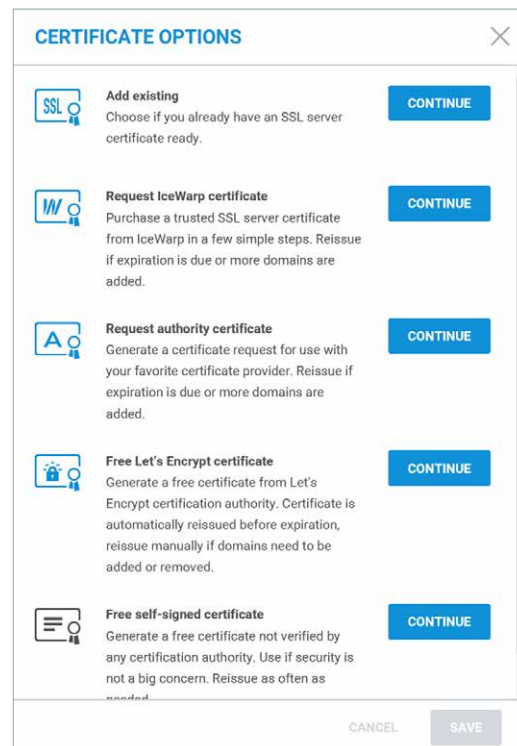
- **Add existing** – choose if you already have an SSL server certificate ready.

- **Request IceWarp certificate** – purchase a trusted SSL server certificate from IceWarp in a few simple steps. Reissue if expiration is due or more domains are added.

- **Request authority certificate** – generate a certificate request for use with your favorite certificate provider. Reissue if expiration is due or more domains are added.

- **Free Let's Encrypt certificate** – generate a free certificate from Let's Encrypt certification authority. Certificate is automatically reissued before expiration, reissue manually if domains need to be added or removed.

- **Free self-signed certificate** – generate a free certificate not verified by any certification authority. Use if security is not a big concern. Reissue as often as needed.

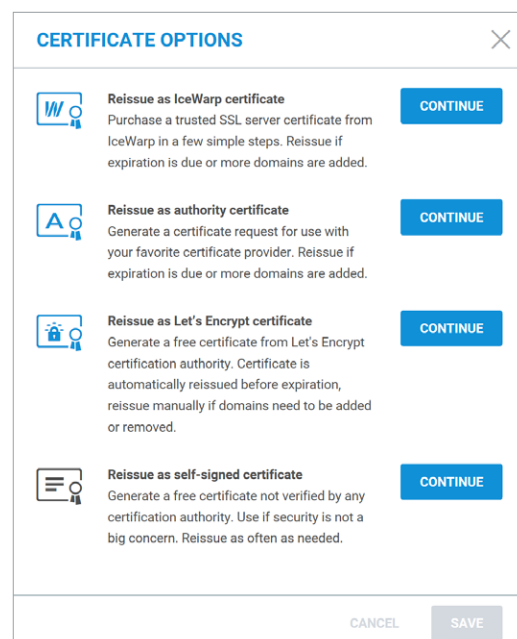


Reissue

This tab allows administrators to easily set the same parameters of original certificate to a new generated certificate.

Reissue dialogue has 4 options:

- **Reissue of IceWarp certificate**
- **Reissue of authority certificate**
- **Reissue of Let's Encrypt certificate**
- **Reissue of self-signed certificate**



Note: The certificate is designed to re-assure anyone connecting to your server that you are who you say you are, so the more accurate and complete the information in the certificate, the more comfortable your users will feel.

API Console

Click the icon to manage easy-to-use interface of API console. Here you can manage values of API variables.

>_ API Console

Search in the upper text field allows you to write an expression (or a part of it) you want to search for. You can search for values from all three columns. To reveal all variables, clear the field and hit **Enter**.

What are you looking for?			
NAME	TYPE	VALUE	DESCRIPTION
ACCOUNTS			
accounts_accountcache	Integer	30000	Maximal number of cached items per domain. Domains with less than this number accounts will cache every account. Greater domains will check only recently accessed accounts (such cache can not be used for looping over all domain members).
accounts_authlog	Enumeration	none	Auth logging level
accounts_deliveryreports	Boolean	<input checked="" type="checkbox"/> TRUE	Delivery reports
accounts_deliveryreportsdeleteolder	Integer	0	Delete delivery report files older then given number of days
accounts_directorycacheconnectionstring	String	C:\Program Files (x86)\IceWarp\config\directorycache.db_73	Connection string to directory cache database
accounts_directorycacheexclusivelocking	Boolean	<input type="checkbox"/> FALSE	If set to true, the only one query against the directory cache is done at a time (changing requires restart of all services)

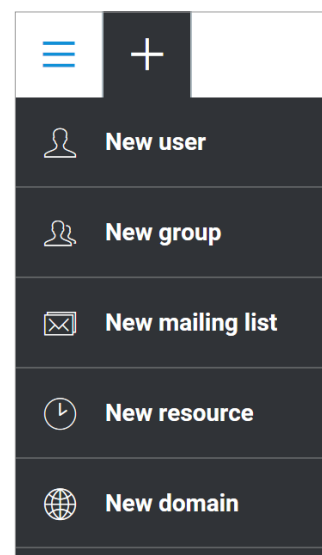
Plus Menu

The plus menu allows you to quick add any item from the scrolling menu.

There are 5 options:

- New user
- New group
- New mailing list
- New resource
- New domain

Note: These options are visible for server administrator only.



New User

Use the **Create new user** tab to create new user by filling out first name, last name, alias and password tables.

After filling out this table and click **Save** you will be moved to a new window with user details and possibility to add and set new user details (for detailed description see chapter: Domain's user set-up).

CREATE NEW USER

FIRST NAME

Brad

LAST NAME

Thompson

ALIAS

brad.thompson

@lagnos.com

PASSWORD

kc8Wgx

Generate

SAVE AND ADD ANOTHER

CANCEL

SAVE

← BRAD.THOMPSON@LAGNOS.COM

SAVE

Info

Card

E-mail

Limits

Rules

Mobile Devices

GENERAL

FIRST NAME

Brad

LAST NAME

Thompson

UPLOAD PHOTO

USERNAME

brad.thompson

CHANGE PASSWORD

DESCRIPTION

Description

LAST TIME LOGGED

Not yet

PERMISSIONS & RIGHTS

Select whether this user is a regular email account or a server administrator or a domain administrator. Click Features to enable or disable services for this user individually.

ACCOUNT TYPE

User

ACCOUNT STATE

Enabled

SHARED FOLDERS

PERMISSIONS

ACCOUNT FEATURES

FEATURES

Info

Card

E-mail

Limits

Rules

Mobile Devices

GENERAL

FIRST NAME

Brad

LAST NAME

Thompson

UPLOAD PHOTO

USERNAME

brad.thompson

CHANGE PASSWORD

DESCRIPTION

Description

LAST TIME LOGGED

Not yet

PERMISSIONS & RIGHTS

Select whether this user is a regular email account or a server administrator or a domain administrator. Click Features to enable or disable services for this user individually.

ACCOUNT TYPE

User

ACCOUNT STATE

Enabled

SHARED FOLDERS

PERMISSIONS

ACCOUNT FEATURES

FEATURES

New Group

New group can be created by click on New group table and filling out name and alias.

After filling out this table and click Save you will be moved to a new window with group details and possibility to add group members.

CREATE NEW GROUP

GROUP NAME

officegroup

ALIAS

officegroup

@lagnos.com

SAVE AND ADD ANOTHER

CANCEL

SAVE

Within Info tab (group details) administrators setup all features regarding the group. They for example enable TeamChat so users of this group can create public or private chat rooms.

← OFFICEGROUP@LAGNOS.COM

SAVE

Info

Members

GENERAL DETAILS

Manage general group properties. Use the Add button to add an alias.

NAME

officegroup

DESCRIPTION

Description

ALIAS

officegroup

@lagnos.com

ADD ALIAS

SECURITY

Set whether also non-members can post messages, whether sending a message to this group is to be password protected and set outgoing messages flow control.

☒ ONLY MEMBERS CAN POST NEW MESSAGES

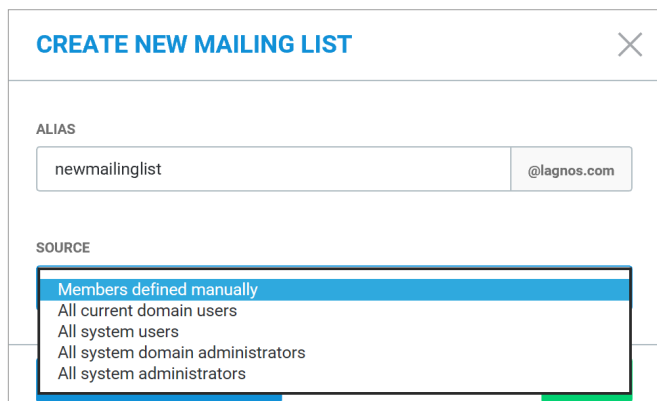
☐ PASSWORD PROTECTION

MAX NUMBER OF MESSAGES TO SEND OUT IN 1 MINUTE

3

New Mailing List

New mailing list button offers to create new mailing list.



In "create mailing list" dialog, it is possible to select "Maling list type".

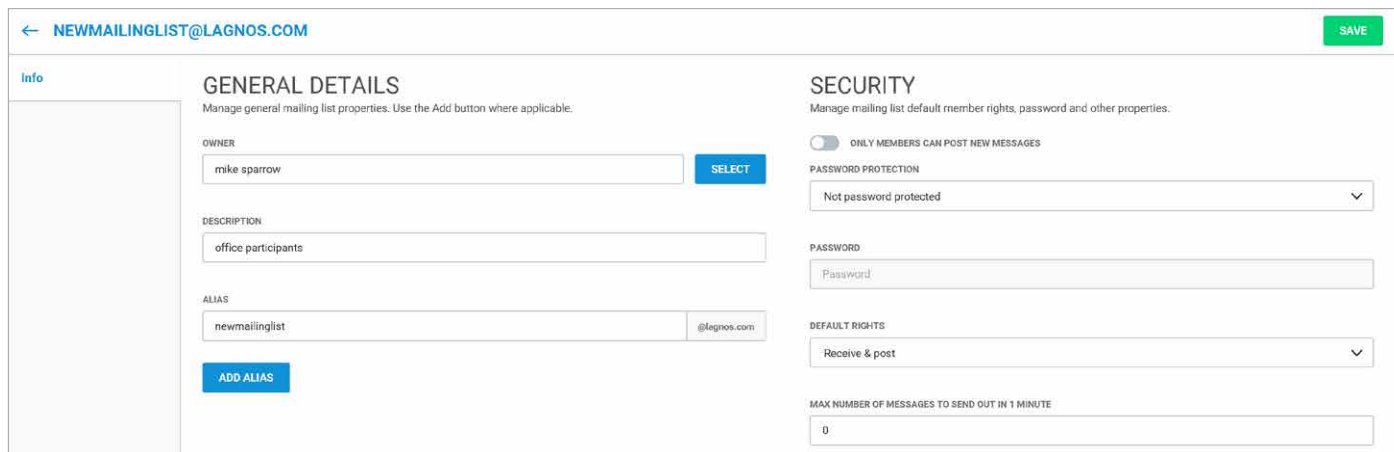
If you are logged **as domain admin**, the available options are:

- Members defined manually (default)
- All current domain users

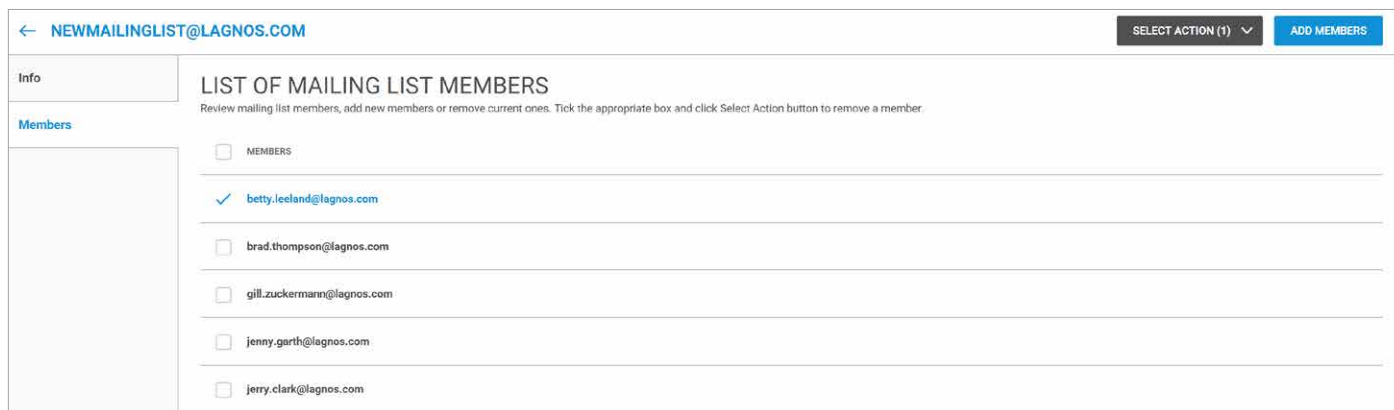
If you are logged **as server admin**, the available options are:

- Members defined manually (default)
- All current domain users
- All system users
- All system domain administrators
- All system administrators

In the next step, new table with mailing list options will appear. **Info** table, where you can define General details, Members source, Security and Other settings:



Members table, that show you list of mailing list members:



Within **Add Member** menu, you can except local members also **add external members** by typing email address:

ADD EXTERNAL MEMBERS

guest@external.com

CANCEL

ADD

New Resource

This IceWarp Server feature allows smoothing and easing resource management process. This process consists in reservation of company resources and allocation of them. Resources are meeting rooms,projectors, cars etc. When all boxes are filled in, click **Save** and continue to table with additional options.

CREATE NEW RESOURCE

RESOURCE NAME

Small Meeting Room

ALIAS

smallmeetingroom

@lagnos.com

TYPE

Room

SAVE AND ADD ANOTHER

CANCEL

SAVE

Info table – where you can define General details about user:

SMALLMEETINGROOM@LAGNOS.COM

Info

Members

Card

Rules

GENERAL

ALIAS

smallmeetingroom

NAME

Small Meeting Room

TYPE

Room

TEMPORARILY UNAVAILABLE

ADD NEW RESOURCES

REMOVE RESOURCES TO BACK

1 - UPLOAD PHOTO

PERSONAL DATA

Members table – that show you list of mailing list members:

SMALLMEETINGROOM@LAGNOS.COM

Info

Members

Card

Rules

LIST OF RESOURCE MEMBERS

Remove resource members, add new members to current custom area. Tick the appropriate box and click Select Action button to remove a member.

checkbox

barry.beland@lagnos.com

checkbox

laval.thompson@lagnos.com

checkbox

gill.zuckerman@lagnos.com

checkbox

jenny.guth@lagnos.com

Card table – where you can enter the user's personal information:

SMALLMEETINGROOM@LAGNOS.COM

Info

Members

Card

Rules

GENERAL

ENTER THE MEMBER'S INFORMATION. All data presented here will be shown also in the user's OAL context. There can with the Rules in My Details dialog in WebClient. All fields are optional.

FIRST NAME

First Name

LAST NAME

Last Name

EMAIL

email@lagnos.com

PHONE

phone

COUNTRY

England

ORGANIZATION

LAGNOS

Rules table – gives an access to the rules list, allowing you to define conditions and actions:

SMALLMEETINGROOM@LAGNOS.COM

Info

Members

Card

Rules

TITLE

checkbox

Rule number 1

checkbox

Quarantine

Chapter 2 Interface Description

33

New Domain

To create and setup new domain you have to follow steps as described by new user, group, etc. Click on **New domain** tab in Plus menu and put domain name to a domain name table. Than click **Save** and you will be moved to a new window where you can add domain details (for detailed description see chapter: Domain's details set-up). Within creating new domain, DNS validation runs.

CREATE NEW DOMAIN

DOMAIN NAME

newdomain.com

SAVE AND ADD ANOTHER

CANCEL

SAVE

≡

+

🔍

Mike.sparrow

mike.sparrow@o...

← NEWDOMAIN.COM

SELECT ACTION

👤 Accounts (0)

⚙️ Properties

📊 Limits

📋 Rules

📱 Mobile Devices

📄 White labeling

NAME

ACCOUNT

USAGE

TYPE: USER

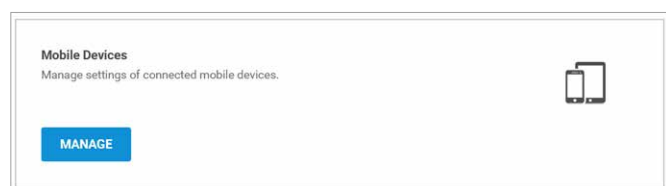
3. Client Applications

Setup is possible on both the domain and user side. You are allowed to manage the domain's / user's mobile devices, Outlook Sync and Desktop Client applications. There are small differences described below.

Mobile Devices

Link directs you to the mobile device settings that can be reached from the main menu for Domain and User.

Domain



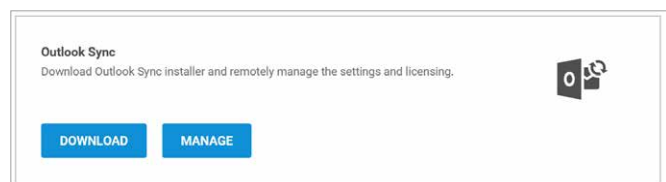
User



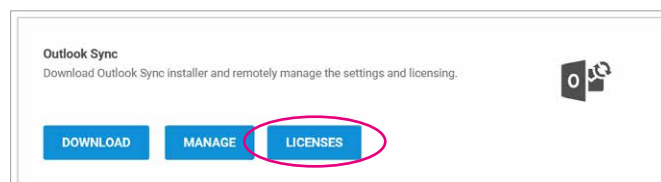
Outlook Sync

Outlook Sync tab gives you an option to download Outlook Sync installer and remotely manage the settings. On the user level you have an **additional option** for Licenses.

Domain



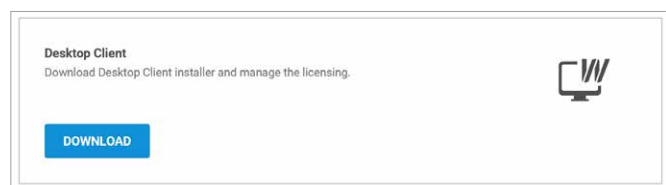
User



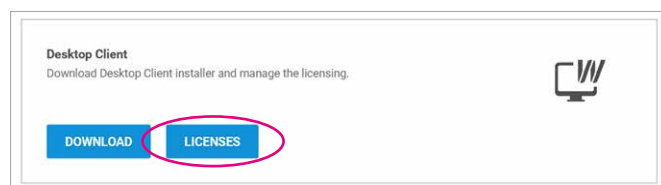
Desktop Client

Following this link allow you to download Desktop Client installer. On the user level you have an **additional option** for Licenses.

Domain



User



Info and Synchronization menu is possible to get to by clicking on any device in device list:

← WHITE IPAD SAVE

Info
Synchronization

DEVICE INFO

Review and/or edit the device properties, or block devices from accessing the server.

ACCOUNT
mike.sparrow@lagnos.com DEVICE ENABLED

DEVICE NAME

OS
iOS 9.3.4 13G35

TYPE
iPad

MODEL
iPad3C3

REGISTERED
07/09/2016 12:36

LAST SYNC
07/09/2016 15:18

REMOTELY WIPE DEVICE

Soft Wipe deletes only data downloaded from the server. Hard Wipe resets the device to factory settings, deleting data from device and SD cards.

SOFT WIPE HARD WIPE

The screen is divided into 2 parts. Left side belongs to **Device info**, where you can review and edit the device properties, or block devices from accessing the server. Right side named **Remotly wipe device** allows you to reset connected mobile device in 2 ways:

- **Soft wipe**: deletes only data downloaded from the server
- **Hard wipe**: resets the device to factory settings, deleting data from device and SD cards

Extended setup is available in the second section of device list named **Synchronization**.

← WHITE IPAD SAVE

Info
Synchronization

ITEM SYNCHRONIZATION

Manage synchronization of GroupWare and email items. Where applicable, turn the toggle on and select the appropriate value from the list. These settings override the device settings.

PAST MAIL ITEMS Three days

PAST CALENDAR EVENTS Two weeks

SYNC TASKS AS CALENDAR EVENTS All

TASKS SYNCHRONIZATION TYPE
Merge to default calendar folder

SYNC NOTES AS

NOTES SYNCHRONIZATION TYPE
Merge to default folder

FOLDERS SYNCHRONIZATION

Manage synchronization of default and special folders. Select from the appropriate list or turn the toggle on.

GROUPWARE FOLDERS (PRIVATE)
Default folders only

MAIL FOLDERS (PRIVATE)
All folders

SHARED FOLDERS EMAIL ARCHIVE PUBLIC FOLDERS

Note: Use caution when choosing to SOFT wipe or HARD wipe a device!

5. Domain Administration Rights

A server administrator can restrict the rights of other administrators (full and domain administrators) such that they will not be able to modify certain properties. Some examples which come to mind are: type of accounts that can be managed, number of accounts which can be created by the domain administrator, daily send out limit for the users or the maximum message size.

The new WebAdmin application enforces these restrictions based on the contents of the file `IceWarp/mail/{domain_name}/{admin_account}/adminperm.dat`.

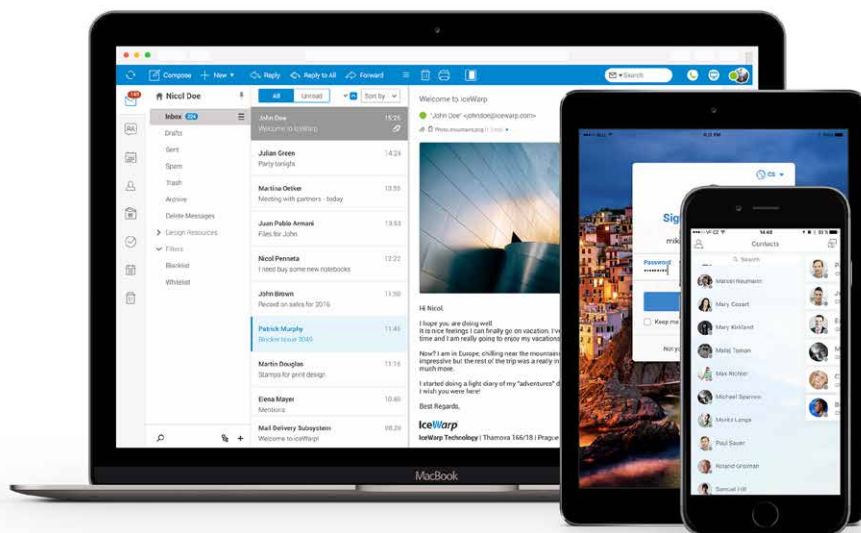
This is the recommended way of managing administrators' rights starting with version 11.3 of IceWarp Server.

More information about Domain administration rights with examples you can find here:

<https://support.icewarp.com/hc/en-us/articles/115001010048-Domain-Administration-Rights-adminperm-dat>

6. WebAdmin in Tablet or Mobile Phone

WebAdmin uses responsive web design so pages fit their size to the used device (desktop, tablet, phone). There are no functional differences among desktop, tablet or phone devices. This feature can ease your work a lot when you are not at your desk and need to do something urgent. Reset an expired account, change its limits or permissions, manage client applications and other account features – all this (and much more) can be done from your mobile phone or tablet.



7. Access to the Previous WebAdmin Version

You may want to use the previous version of WebAdmin, as you are familiar with it. It also provides wider coverage of settings. In this case, use the following path syntax:

<path_to_new_version>/old

Example: mail.domain.com/admin/old





Enterprise Messaging

For Companies Of All Sizes

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