

Chapter 7 Next Mail

Next Mail is derived from Mozilla Thunderbird. We have extended this E-mail client to support our NextDictionary, Chinese Simplified/Traditional conversion. The first thing to do is to setup your E-mail accounts. (Fig. 7-1)

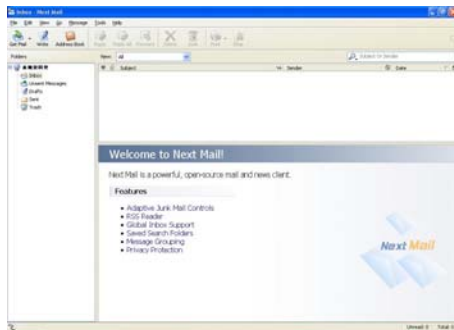


Fig. 7-1

Create New Email Accounts

You can always request Next Mail to import your email account settings from other email softwares that you are using, such as Outlook Express, Eudora or Outlook. The following procedure describes the steps to create a new email account:

1. Click on "Local Folders" icon and then click on the "Create a new account" icon or alternatively, you can select menu "Tools" → "Account Settings" → "Add Account" to bring up the Account Wizard. (Fig. 7-2)

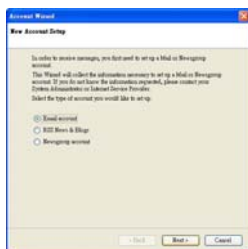


Fig. 7-2

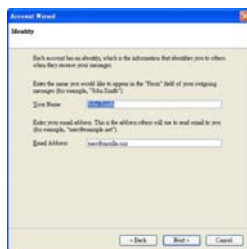


Fig. 7-3

2. In the "New Account Setup" dialog, click on the "Email account".

3. In the “Identity” screen (Fig. 7-3) of “Account Wizard” dialog box, enter something to represent your name, such as “John smith”, in the “Email Address” field, enter the email address which others will use to send email to you, e.g. John.smith@nextoffice.net
4. In the “Server Information” screen (Fig. 7-4), select your account type: “POP” or “IMAP”. IMAP is a more advanced protocol that supports the manipulation of email folder resident in a remote server. If you are not sure whether your email server support IMAP protocol, select POP. In the “incoming server” field, enter the email server of your ISP, e.g. “mail.netvigator.com”. If you are not sure what is your mail server name, contact your Internet service provider.
5. In the “User names” screen (Fig. 7-5), specify the “User Name” which you would use to retrieve your email from your Internet service provider, e.g. john.smith@nextoffice.net

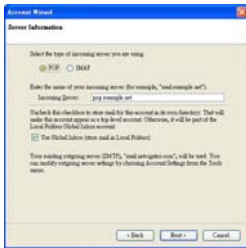


Fig. 7-4

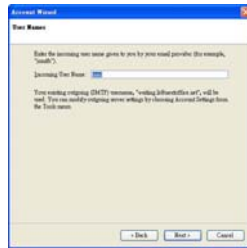


Fig. 7-5

6. In the “Account name” screen (Fig. 7-6), enter the name which you would like to refer to this account.

Finally, review all your settings and press <Finish> (Fig. 7-7) to confirm. Now, your email client is ready to receive incoming mails addressing to the specified account.

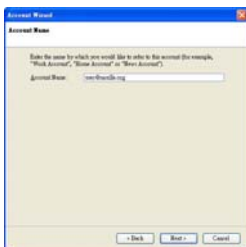


Fig. 7-6



Fig. 7-7

Setting Up Outgoing Mail Server

To enable outgoing mail, you have to setup at least one Outgoing Mail Server. You can have different outgoing mail servers for different email accounts, e.g. one used in your company network and another for use in your home network

1. To setup an outgoing mail server, select menu “Tools” → “Account Settings” → “Outgoing Server (SMTP)”. (Fig. 7-8)

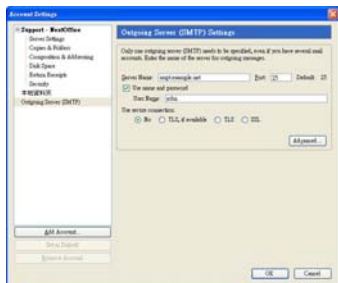


Fig. 7-8

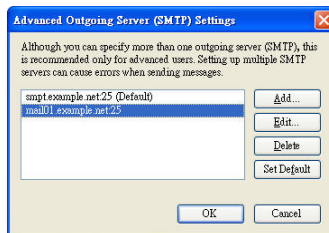


Fig. 7-9

2. Some of the ISP may require you to provide authenticated information when connecting to their outgoing mail servers (Fig. 7-9). In this case, press the <Advanced> button, pick the desired outgoing mail server and press <Edit> to continue.
3. Under “Use secure connect” screen (Fig. 7-10), select the appropriate connection type, such as “TLS, if available”.

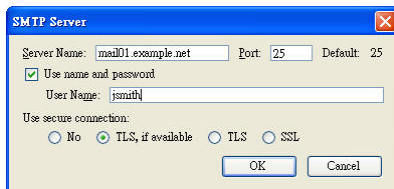


Fig. 7-10

Setting up a signature and vCard

You can include a signature in image format in every outgoing mail. To enable signature:

1. Select menu “Tools” → “Account Settings” and then pick the desired account. (Fig. 7-11)

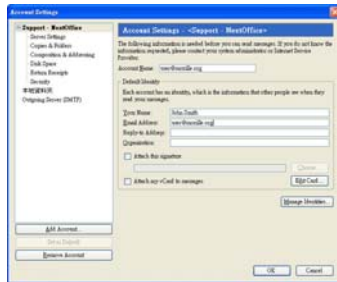


Fig. 7-11

2. Check the “Attach this signature” check box, and press the <Choose> button to pick an image file containing your signature.
3. You can include your vCard in every outgoing mail. Vcard provides an easy way for other message receivers to add your vCard information to their address book. Check on the <Attached vCard to message> button and then press the <Edit vCard> button to edit your vCard detail. (Fig. 7-12, 7-13)

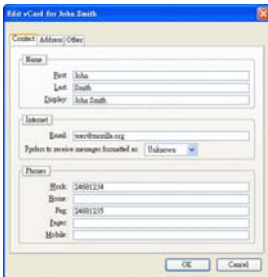


Fig. 7-12

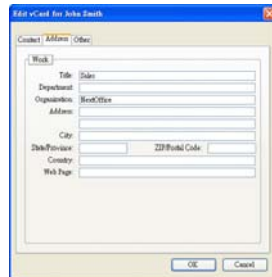


Fig. 7-13

Advanced Setting

Next Mail is less prone to virus intrusion. You can setup more advanced setting by selecting menu “Tool” → “Options” → “Advanced”. (Fig. 7-14)

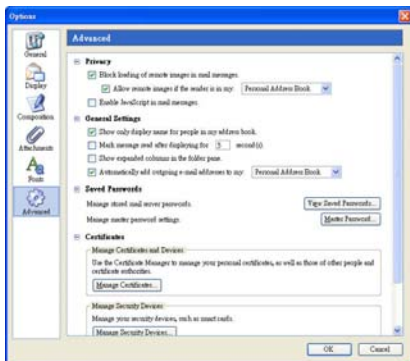


Fig. 7-14

For example, by default, the “Privacy” setting in Next Mail is to block loading of remote images in incoming email message because some viruses can spread themselves by hiding themselves inside a graphic image.

Importing E-mail and Addresses

You can import your emails, address books and settings from other email clients such as Eudora, Outlook Express, Outlook and Netscape. Steps are:

1. Select menu “Tools” → “Import”. (Fig. 7-15)



Fig. 7-15

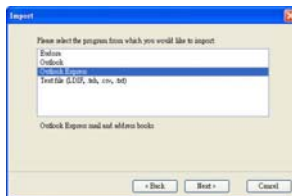


Fig. 7-16

2. In the "Import" dialog box, select “Mail” and press <Next> to import mails. (Fig. 7-16)

3. In the "Import" dialog box, select "Address" (Fig. 7-17) and press <Next> to import E-mail address book. (Fig. 7-18)

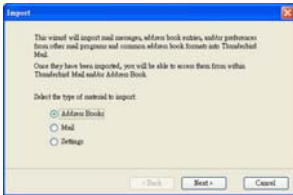


Fig. 7-17

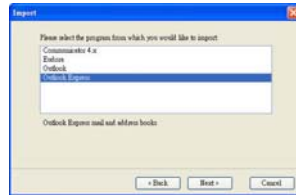


Fig. 7-18

General Mail Editing Skill

Include Attachment

During composing of new message, you can include files as email attachments. To attach files, simply click on "Attach" icon (Fig. 7-19) on the Tool Bar and then pick the desired file. (Fig. 7-20)

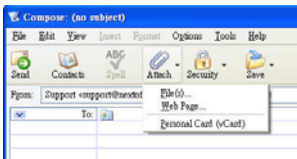


Fig. 7-19



Fig. 7-20

Spell Checking

Next Mail comes with a English spell checker. To activate spell checking, click the "Spell" icon (Fig 7-21) on the Tool Bar. Miss-spelled words will be popped up for correction. (Fig. 7-22).

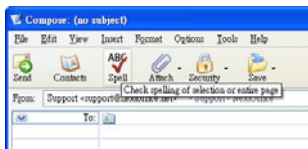


Fig. 7-21



Fig. 7-22

Next Dictionary

You can highlight a section of text, press your mouse button to bring up a context menu (Fig. 7-23). In the context menu, select "Next Dictionary" to invoke Next Dictionary (Fig. 7-24). The current selected word will be automatically sent to Next Dictionary for explanation look-up.



Fig. 7-24

Fig. 7-23

Conversion between Chinese Simplified and Chinese Traditional

Next Mail can convert text between Chinese Simplified and Chinese Traditional. You can highlight a section of text, press your mouse button to bring up a context menu (Fig. 7-25). In the context menu, select "Big5/GB" or "GB/Big5" to activate the conversion.

If no text is selected, the conversion will be defaulted to convert the whole mail. (Fig. 7-26)

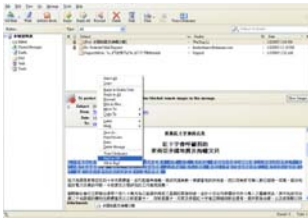


Fig. 7-25

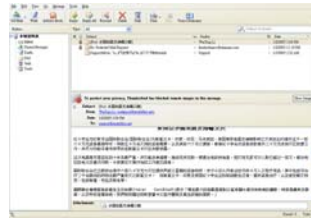


Fig. 7-26

Note: Conversion between Chinese Simplified and Chinese Traditional in your inbox mail is only temporary and for read-only purpose. Conversion result will not be saved.

Junk mail filtering

Next Mail comes with junk mail filter but first, you need to turn it on. Simply select menu “Tool” → “Junk Mail Control”. (Fig. 7-27)

You can specify to move all junk mails to a junk mail folder. Next Mail uses an adaptive filter mechanism and you need to train the junk mail filter engine to identify junk mails. (Fig. 7-28)

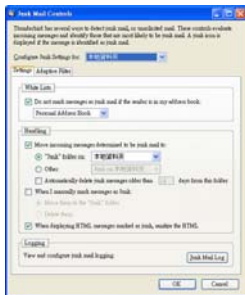


Fig. 7-27



Fig. 7-28

If the junk mail engine makes an incorrect identification, you can simply pick that email and then press the “Not Junk” button to un-mark the email and move it back to your inbox. If the junk mail engine misses a junk mail, you can simply pick that email and then press the “Junk” button to mark this email as junk. In either case, the junk mail filter will learn your actions and improve its accuracy.

For example, if the junk mail filter has wrongly marked a mail as “Junk” and move it the “Junk” box (Fig. 7-29, 7-30), what you need is just to highlight that mail and press the “Not Junk” button on the Tool Bar (Fig. 7-31). The mail will be moved from the junk mail folder back to your inbox.

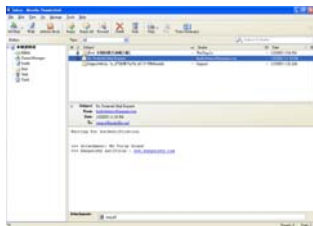


Fig. 7-29

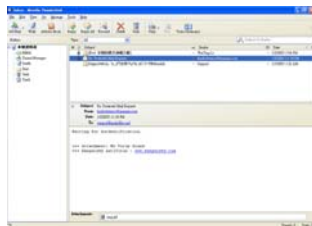


Fig. 7-30

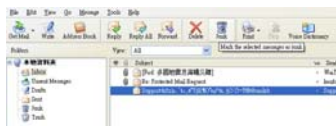


Fig. 7-31

Adding Next Dictionary in Tool Bar

For convenience, you can add the “Next Dictionary” icon to your Tool Bar. Simply position your cursor in the Tool Bar, right click on your mouse and select “Custom” in the pop-up menu (Fig. 7-32). In the "Custom Tool Bar" dialog box, drag the “Next Dictionary” icon to the Tool Bar. (Fig. 7-33)

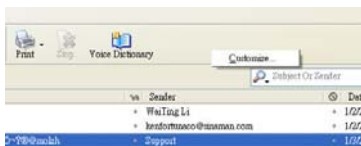


Fig. 7-32



Fig. 7-33