

Web Administration Overview

Spectra Access provides a web interface for building user accounts. This is done by logging into the web interface with the following information:

Web Interface: <http://qmailadmin.spectraaccess.net/cgi-bin/qmailadmin>

Login: postmaster

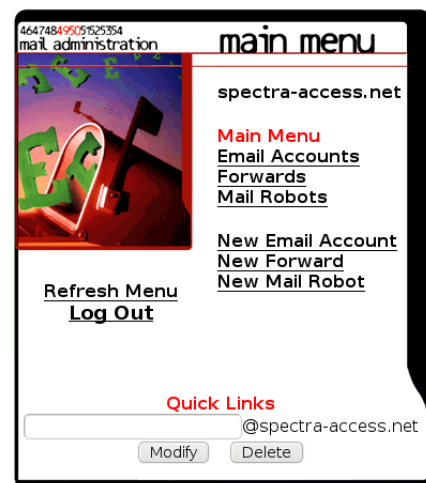
Domain: domain name

Password: Pass

Email Accounts: This menu allows you edit or delete existing emails accounts for your domain. New email accounts can be created via this menu option as well. These are full accounts with the email being accessed using any of POP3/IMAP/Webmail. You can also define a "catch all" account to receive the email for accounts that do not exist.

Forwards: Allows you to forward mail sent to an existing or nonexistent mail account on your domain to any email account anywhere on the web. For example, email sent to user@yourdomain.com can be forwarded to myhotmailaccount@hotmail.com.

Mailing Robots: These are email accounts that you have set up that provide an automated response to a sender. For example a Sales account or Support account could be a Mail Robot to let a sender know that their message has been received.



New Email Accounts

Email Account: Is the email address of a user

Password: User password

Real Name: This is the users full name.

Add Email account	
Email Account:	<input type="text"/> @spectra-access.net
Password:	<input type="password"/>
Password (again):	<input type="password"/>
Real name:	<input type="text"/>
<input type="button" value="Add"/>	
[Email Accounts Main Menu Log Out]	

New Forward Account

Name: An email address that users can send to at your domain

Destination: An email address that receives the forward mail. Can be either an existing email address in your domain or one that is outside of your domain such at user@hotmail.com

Add Forward Account:	
Name	Destination
<input type="text"/> @spectra-access.net forwards to	<input type="text"/>
	(Account name to forward to OR full email address if forwarding to another domain)
<input type="button" value="Add"/>	
[Forwards Main Menu Log Out]	

New Mail Robot

Mail Robot Name: Is an email address that receives email.

Send copy to: Email address that will receive the email.

Subject: Information typed here will be sent back to the person who initially sent to an email to the mail robot address.

Text Section: Can be any additional information you wish the sender to see.

Add Mail Robot:

Mail Robot Name: @spectra-access.net

Send copy to:

Subject:

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Email Accounts

This selection shows all the email accounts within your domain.

Modify User: Click on Icon of User

Delete Account: Click on Icon of user.

CatchAll Account: Currently not used.

Index: Allows you to go to email addresses that start with the index clicked on.

Go User Field: Allows you to search for a particular users.

spectra-access.net Email Accounts [Used: 4/unlimited]

CatchAll: Bounced

Email Account	Comment	Used / Quota (MB)	Modify User	Delete Account	CatchAll Account
bret	bret	0.20 / unlimited			<input type="radio"/>
postmaster	Postmaster	5.44 / unlimited			<input type="radio"/>
test	test	0.00 / unlimited			<input type="radio"/>

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Modify User Screen

This screen allows you to created and manager users.

Please note: Individual users are able to login into the web administration application themselves to modify their own email. Unlike the Postmaster account, they are only able to make changes to their own email account.

Real name: Name of the user.

Password Fields: Allows you to change the users password.

Please Note: if the user is no longer with your company, but you want to keep their account active, it suggested to change their password, else they will still be able to access their account via our web email service.

Modify User: test@spectra-access.net

Real name:

New Password:

Password (again):

Routing: Standard (No Forwarding)

All mail deleted

Forward To:

Save a Copy

Send Vacation Auto-Response

Vacation Subject:

Vacation Message:

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Routing: These fields allow you to configure how the email is routed through the email server. The default is "Standard" which means the users email is destined for them.

Vacation Configuration: Sometimes it is helpful to enable vacation notification so that the sender of a email is made aware that the receipt is on vacation. The sender will only receive a notification once so that that they can continue sending the receipt emails without continually receiving vacation notifications.

Forward Accounts & Mail Robots



These screens allow you to either delete or modify any Forward address or Mail Robots addresses you may have created. To chose an appropriate action click on the icon.

spectra-access.net Forward Accounts [Used: 1/unlimited]

Delete	Modify	Name	Destination
		mike	bret

Index: [0123456789abcdefghijklmnopqrstuvwxyz](#)

spectra-access.net Mail Robots [Used: 1/unlimited] [\[Refresh Page \]](#)

Delete	Modify	Mail Robot
		test@spectra-access.net

[\[New Mail Robot \]](#) [\[Main Menu \]](#) [\[Log Out \]](#) [\[n.Menu \]](#) [\[Log Out \]](#)