

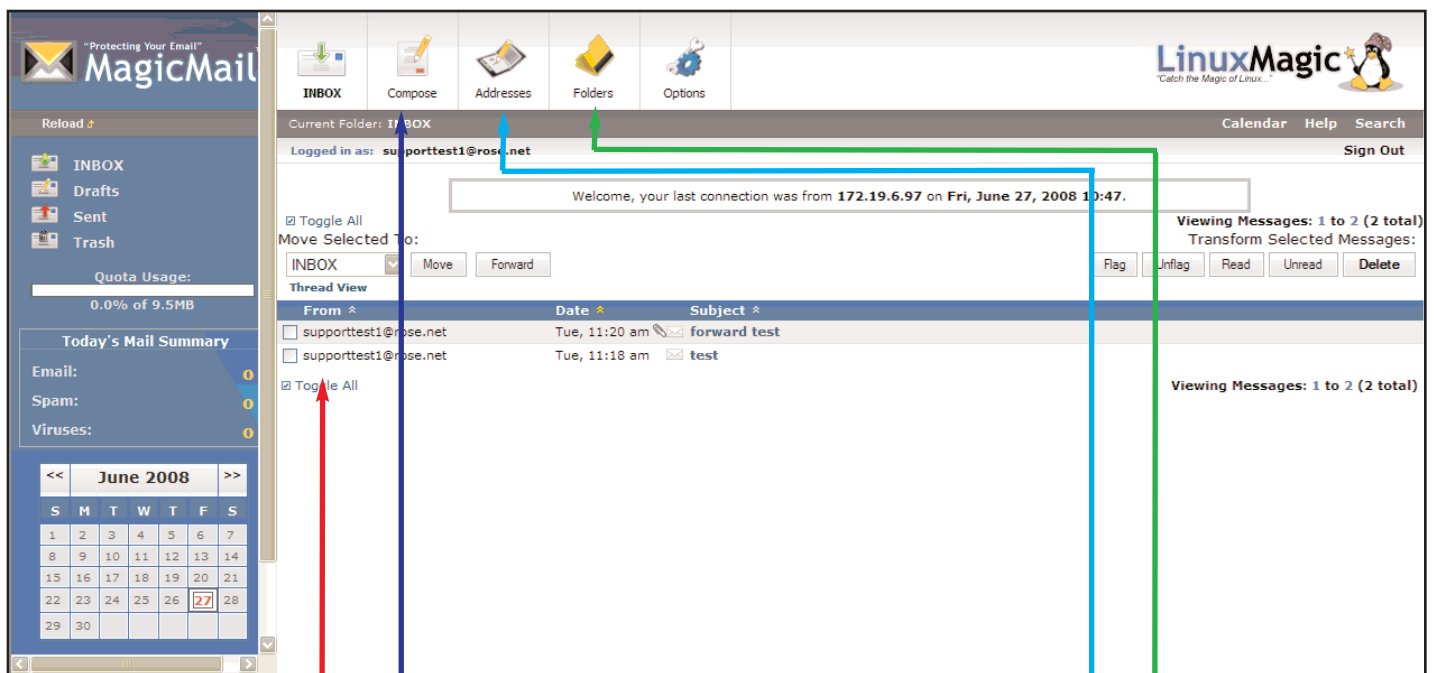
# MagicMail Webmail Interface

CNS is proud to announce the upgrade of our webmail interface beginning July 29, 2008. Our new webmail interface, MagicMail, will offer our customers additional filtering options and enhanced features that can be customized according to the user's preferences.

Because of our upgrade to MagicMail, webmail users will notice that the format of the screens they use are different. In order to help our customers understand the new webmail features, we've created a brief overview of the functionality of the screens and included screen shots. We hope this guide will help our users understand the new screens and allow for an easy transition to MagicMail.

If you have any questions about MagicMail or your Internet service, please contact Technical Support. In Cairo, call 377-9515. In Baconton, Camilla or Pelham, call 336-7857. In Moultrie, call 891-3264. In Thomasville, call 227-7086.

Let's get started! From your CNS Internet homepage, users will click the "Check Mail" or "Email" link at the top of their page. To use the webmail interface, click on the link and you will be directed to the MagicMail homepage. The new page will look like the screen below.



From the MagicMail home page, users can:

[View emails](#)

[Compose new emails](#)

[View/add to their address book](#)

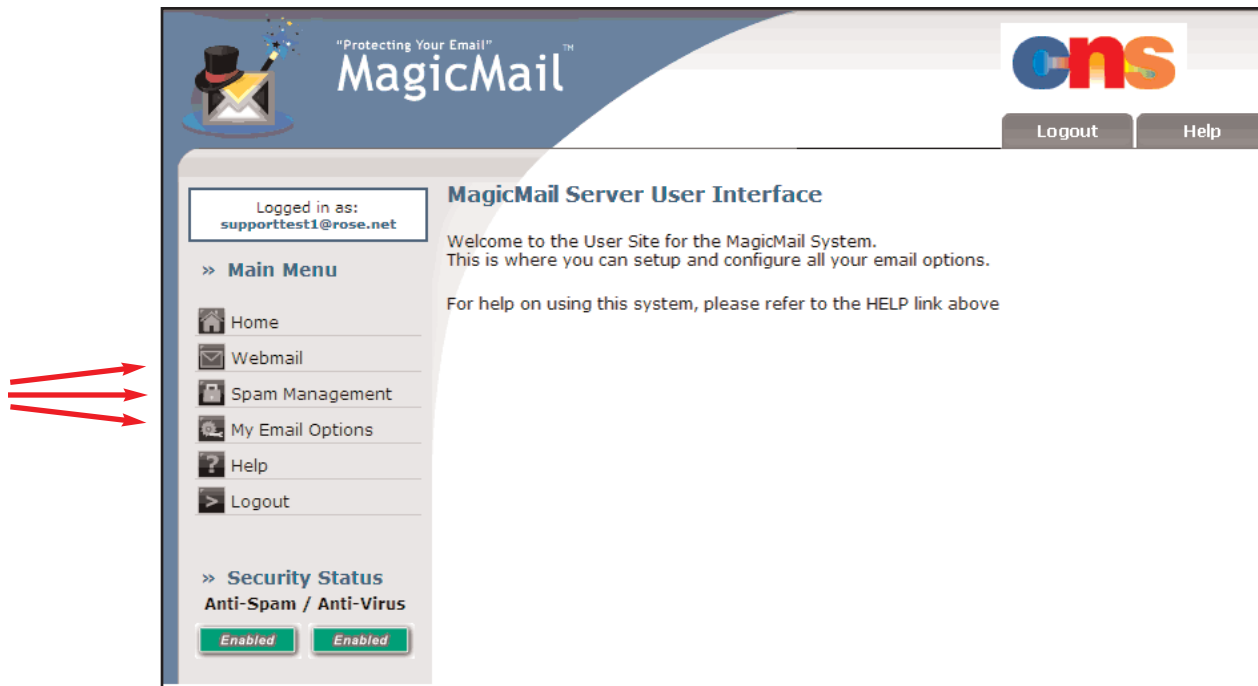
[View email folders](#)

The Options feature at the top of the page allows users to customize their settings in order to help organize and manage their email.

On the left of the MagicMail home page, the user can view their Inbox Folder, Drafts Folder, Sent Items Folder and Trash Folder.

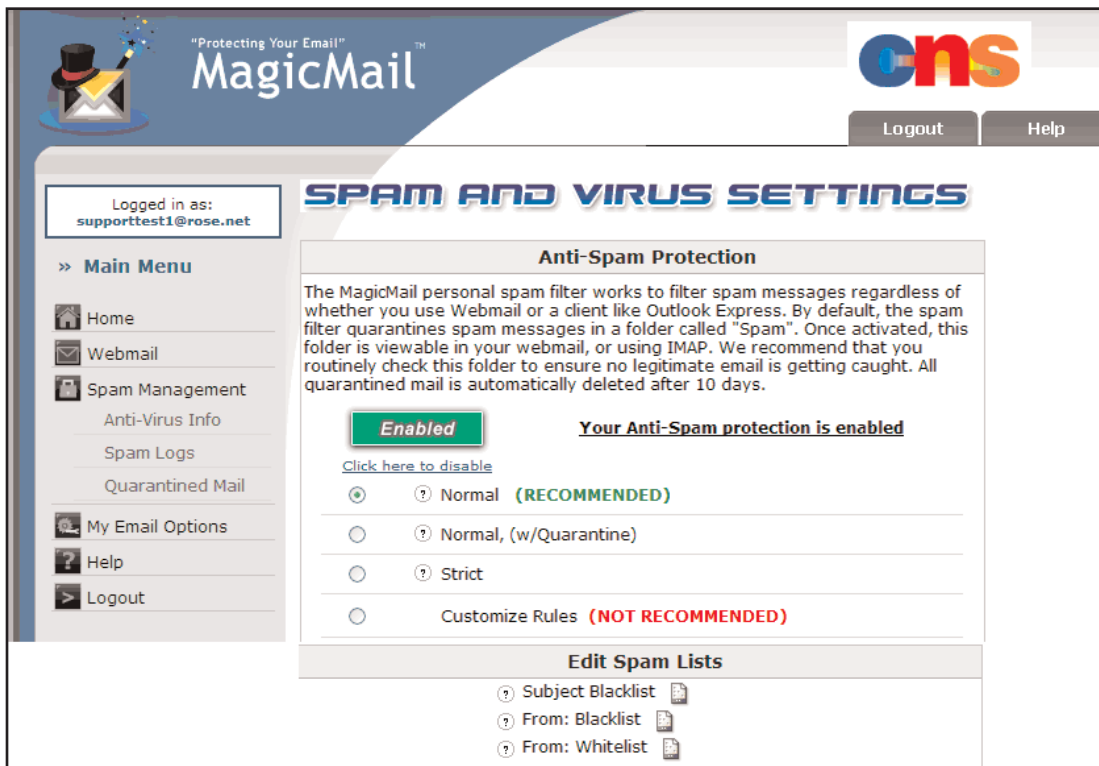
# MagicMail Webmail Interface

From your CNS Internet home page, click the “Check Mail” or “Email” button and click on the Account Management link. By clicking on the buttons on the left, the user can access their **Webmail**, **Spam Management** and **Email Options**.




## MagicMail Spam Management

From this screen the user can customize their spam filtering options. The user can define specific whitelists, those emails to accept, and blacklists, those emails to reject. The user can also view their spam logs and quarantined mail.




# MagicMail Email Options

This screen allows the user to customize their email options. Users can choose Forwarding to send their email to another email address and or set the Vacation Message/Auto Responder option. The user can also change their account password from this screen.



"Protecting Your Email"™  
**MagicMail**™



Logout Help

Logged in as:  
supporttest1@rose.net

>> Main Menu

- Home
- Webmail
- Spam Management
- My Email Options

### My Email Options

My Email Options provide the ability to add/delete forwarding email addresses, set a vacation/auto-reply message, and change password of your mailbox.

[Forwarding](#) | [Vacation Message / Auto Responder](#) | [Change Password](#)

Email Addresses Using This Mailbox				<a href="#">Help</a>
Email	Spam Check	Virus Check	Delivered To	
supporttest1@rose.net	Enabled	Enabled	This mailbox	

#### Forwarding (supporttest1@rose.net) [Help](#)

This option allows you to forward your incoming email to an address of your choice. Once enabled, email will no longer be stored on our servers but will instead be forwarded to the address entered in the box below.

- (Add New Forward)

#### Vacation Message/Auto Responder [Help](#)

The vacation message feature will automatically reply to emails you receive with the custom subject and message body that you enter below. This is useful if you are going to be away from your email or would like an automatic reply to all emails you receive. You will continue to receive email to this address.

Enable vacation message:

Subject as will appear on reply email:   
(Default: Auto-Response from ) (max 250 characters)

Vacation Message Text:

#### Change Password [Help](#)

This will update your mailbox password and it will affect all of your email addresses.

Please Enter your **Current Password** for confirmation:

\*Current Password:

Please enter your **New Password** and **Confirm** it:

\*New Password:  (min 5 chars)

\*Confirm Password:

\* Indicates required fields