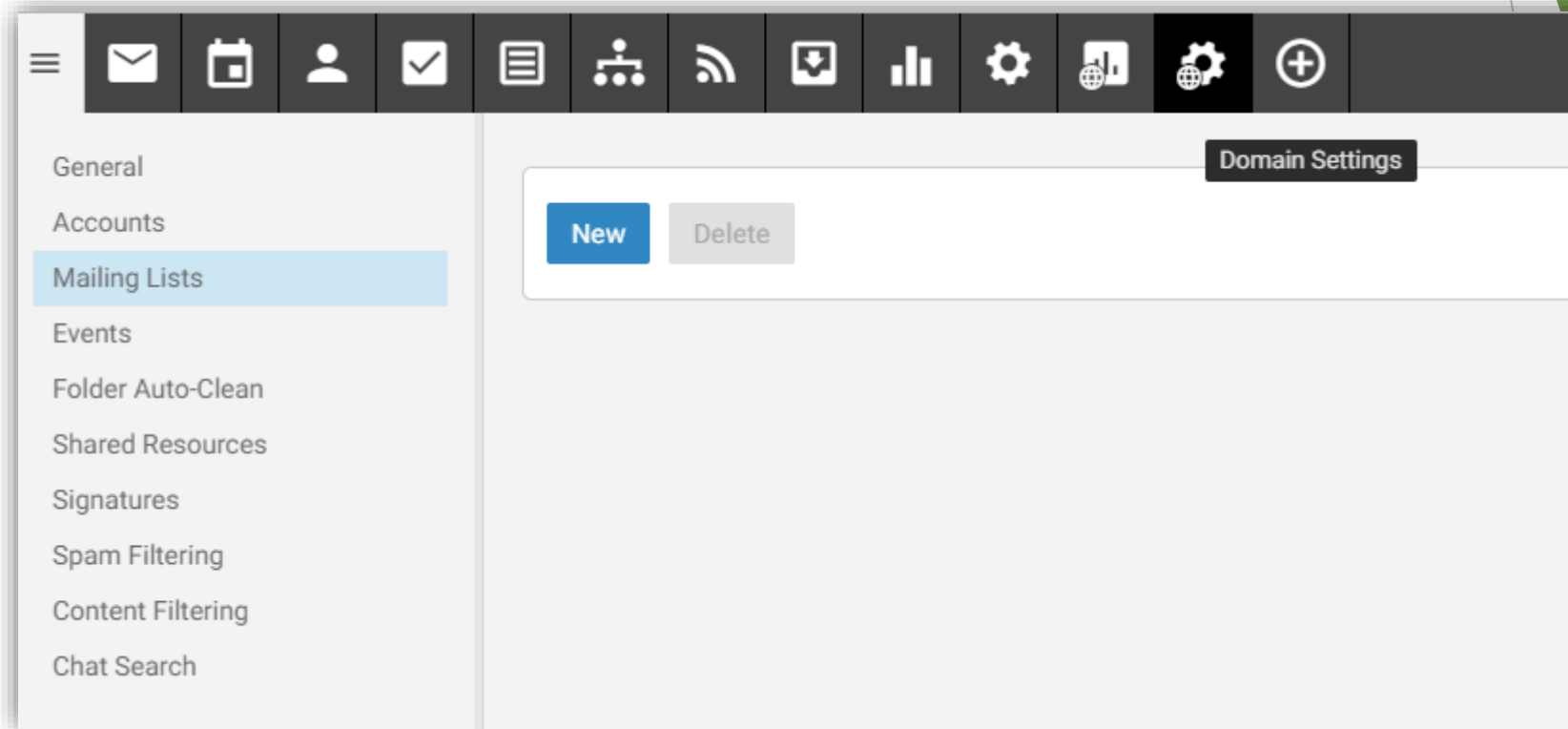
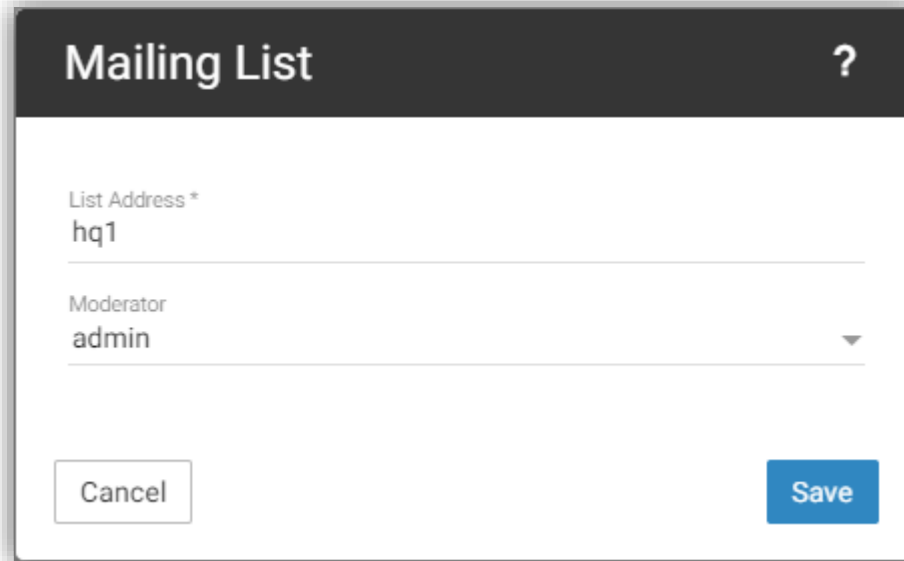


SmarterMail 16

Create Mailing List



Login postmaster account > Click Domain Settings > Click Mailing Lists > Click New

A screenshot of a 'Mailing List' configuration dialog box. The title bar is dark grey with the text 'Mailing List' and a question mark icon. The main area is white and contains two input fields. The first field is labeled 'List Address *' and contains the text 'hq1'. The second field is labeled 'Moderator' and contains the text 'admin', with a small downward arrow indicating a dropdown menu. At the bottom left is a 'Cancel' button, and at the bottom right is a blue 'Save' button.

Mailing List ?

List Address *
hq1

Moderator
admin

Cancel Save

Fill up List Address and choose Moderator

List Address - Essentially, the "List Address" for the mailing list. SmarterMail will use the name to create the actual email address that will be associated with the mailing list.

Moderator - The "owner" of the mailing list. This person will actively manage the mailing list, posts to the list and any replies. The moderator must be an active email user for the domain.

Options	Subscribers 0	Digest Subscribers 0	Posters 0	Banned Users 0	Messages 23	Custom Fields 0
<div> Save Cancel Delete </div>						
Options Name* hq1 Status Enabled Moderator admin Description No description		Posting Password Allowed Posters Moderator Only Max Message Size (KB) (0 = Unlimited) 0 Subject Prefix		Throttling Outgoing Messages per Hour (0 = Unlimited) * 500 Message Throttling Action Delay Outgoing Bandwidth MB per Hour (0 = Unlimited) * 50 Bandwidth Throttling Action Delay		
List Settings List To Address List Address List From Address mailhq@kyrullanuar.my List Reply To Address Do Not Set Webmail URL		Commands <input checked="" type="checkbox"/> Enable SUBSCRIBE command <input checked="" type="checkbox"/> Enable LIST command Friendly Unsubscribe Mailing List Command Address stServ@kyrullanuar.my		Message Options <input type="checkbox"/> Send Subscribe Email <input type="checkbox"/> Send Unsubscribe Email <input type="checkbox"/> Enable double opt-in <input type="checkbox"/> Disable list error replies		
				Digest Settings <input type="checkbox"/> Enable digest mode		

Details of the Option you may see link as per below.
<https://help.smartertools.com/SmarterMail/v16/Default.aspx?qq=%2fSmarterMail%2fv16%2fTopics%2fDomainAdmin%2fSettings%2fMailingLists%2fNewMailingList.aspx>

Options	Subscribers 0	Digest Subscribers 0	Posters 0	Banned Users 0	Messages 23	Custom Fields 0
<div><div>NewDelete⋮</div><div></div><div>Search</div></div> <div>No items to show</div>						

Click Subscribers for add email accounts

Subscriber?

Details

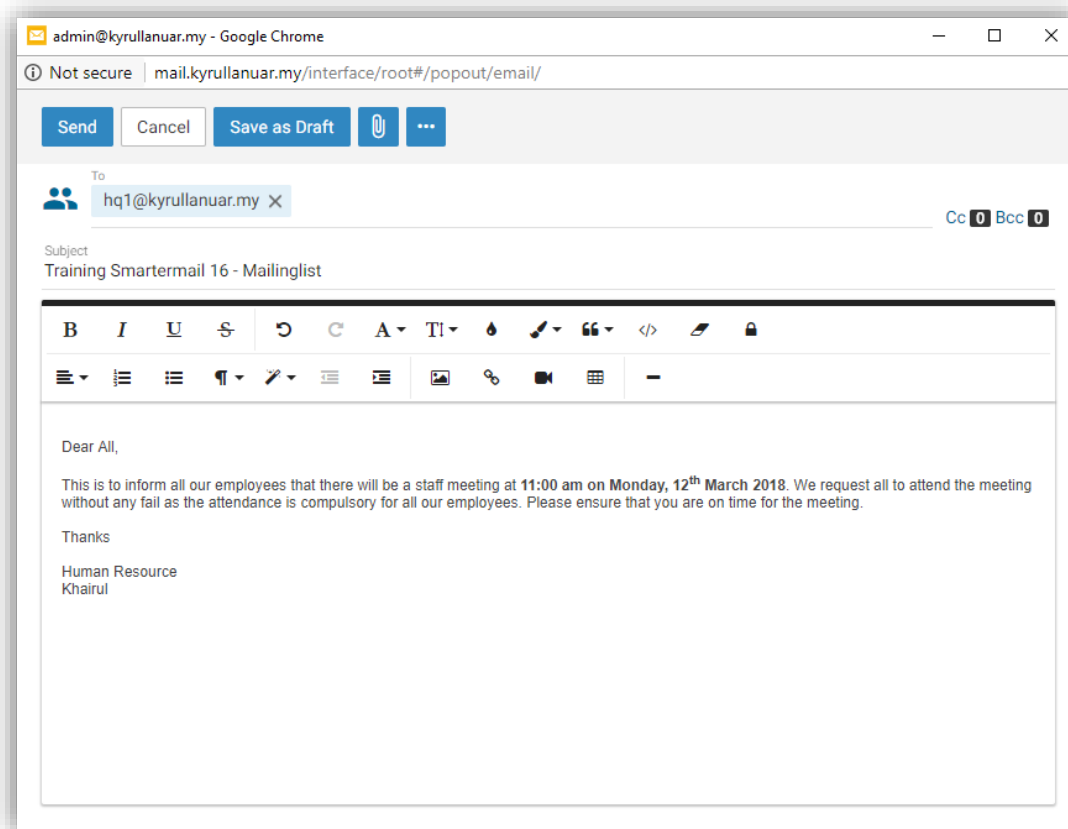
Email Address (one per line) *

khairul@kyrullanuar.my
it@kyrullanuar.my
sales@kyrullanuar.my
admin@kyrullanuar.my

Cancel

Save

Fill up email address (one per line)



To send mailing list, login account moderator. Click new email. Send it To : "List address name that you create on Mailing List".