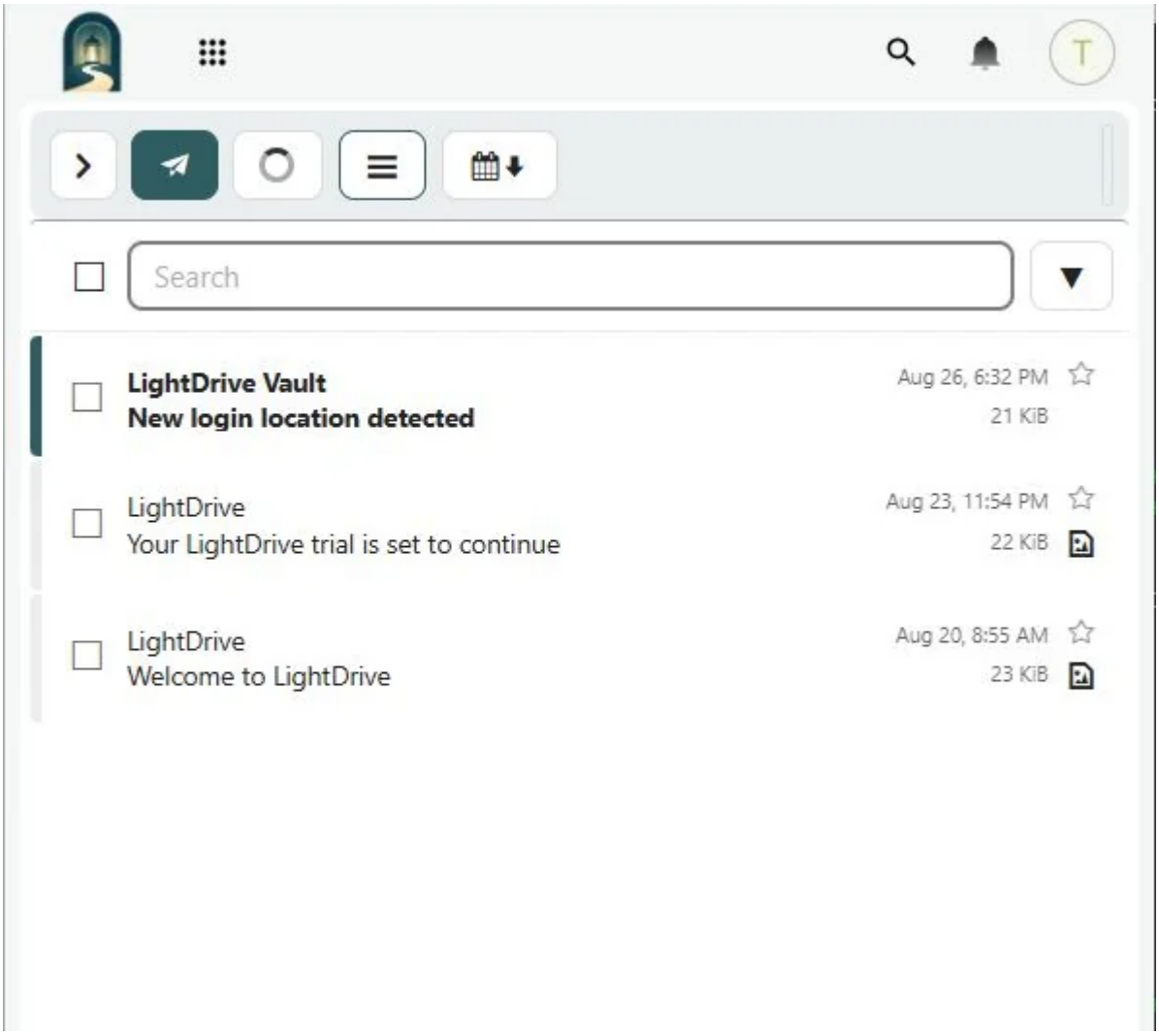
5.2 Using Email in Your Browser

Select **Email** from the Vault app menu. LightDrive opens the webmail interface for your `@lightdrive.one` mailbox.



The Email workspace provides mailbox actions, search, and the message list.

The left sidebar contains Inbox, Sent, Drafts, Spam, Trash, Archive, and any folders you create. Select a folder to view its messages, then select a message to read it. Use search above the

message list to find mail.

Select **New message** to compose mail. The webmail address picker can use contacts stored in your LightDrive CardDAV address book, but it reads that address book without editing it.

Browser webmail works without additional setup. For a phone or desktop mail program, use the IMAP and SMTP settings in Chapter 14.

Email tools in the sidebar

Above Settings and Help, use Filters & blocked senders, Email forwarding, Automatic replies, and Outgoing. Filters, forwarding, and replies apply to new incoming mail even when Email is closed. Configure these tools from their sidebar links.

Send includes a 30-second Undo window by default. Change the delay in Settings → General → Sending or at the top of Outgoing; use Send now to skip the wait for one message. Use Schedule send beside Send to choose a later time.

Use advanced search

Open the **Advanced Search** controls from the search field. You can combine sender, recipient, subject, message text, date, tag and message-status criteria. **Replied to** offers **Any**, **Yes** and **No**. The checkboxes are labeled **Unread**, **Starred** and **Has attachments**. These labels clarify the existing search; they do not change its behavior or folder scope.

Current online article: https://help.lightdrive.one/email/using-email-in-your-browser

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