

Post Genie™ Web Mail Server
WMS-2208R

User Manual

Post Genie™

Web Mail Server

User Manual Version 1.0



©Copyright 2002-2003. All Rights Reserved.

This manual applies to 1.00 or later versions of Post Genie™ Web Mail Server

September 12, 2003

CUSTOMER SERVICE

To obtain service or technical support for your system, please refer to the registration card for detailed contacts.

LIMITED WARRANTY

In no event shall IEI's liability exceed the price paid for the product from direct, indirect, special, incidental, or consequential software, or its documentation. IEI offers no refunds for its products. IEI makes no warranty or representation, expressed, implied, or statutory, with respect to its products or the contents or use of this documentation and all accompanying software, and specifically disclaims its quality, performance, merchantability, or fitness for any particular purpose. IEI reserves the right to revise or update its products, software, or documentation without obligation to notify any individual or entity.

FCC STATEMENT

IEI Post Genie™ Web Mail Server has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used according to the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which is found by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna
- Increase the separation between the equipment or device
- Connect the equipment to an outlet other than the receiver
- Consult a dealer or an experienced radio/TV technician for assistance

CAUTION

1. There is a danger of explosion if battery is incorrectly replaced.
2. Replace only with the same or equivalent type recommended by the manufacturer. Dispose of used batteries according to the manufacturer's instruction.
3. Backup your system periodically to avoid any potential data loss.
4. Should you return any components of Post Genie™ package for refund or maintenance, make sure they are carefully packed for shipping. Any form of damages due to improper packaging will not be compensated.

Table of Contents

Chapter 1 Overview of Post Genie™	7
1.1 System Features	7
1.2 Package Contents	7
1.3 System Overview	8
Chapter 2 Installation of Post Genie™	10
2.1 Hardware Installation	10
2.2 Network Configuration for the First-time Operation	14
Chapter 3 Administration of Post Genie™	16
3.1 Accessing Administration Page	16
3.2 Server Administration	19
3.3 Quick Configuration	20
3.4 System Settings	21
3.5 Network Settings	23
3.6 User Management	30
3.7 Mail System Management	32
3.8 System Tools	35
3.9 Statistics & Logs	37
Chapter 4 Using Post Genie™	38
4.1 Accessing Post Genie™	38
4.2 Icon Description	39
4.3 Composing Mails	40
4.4 Folders	41
4.5 Address Book	42
4.6 Options	43
4.7 Searching Mails	45
Chapter 5 Using Mail Logger	47
5.1 Logging in to administration page	48
5.2 Enabling Mail Logger Function	49
5.3 Searching Mails in Mail Logger	51
5.4 Searching mails via Microsoft Outlook	52
Chapter 6 Installation of Network Printer	54
6.1 Network Printer Service Configuration	54
6.2 Installation of Network Printer on User's Computer	54

Chapter 7 Post Genie™ Maintenance.....	59
7.1 Restart / Shutdown Post Genie™	59
7.2 Reset the Administrator Password & Network Settings	59
7.3 Disk Failure or Malfunction	60
7.4 Power Outage or Abnormal Shutdown	60
Appendix A LCD Panel	61
Appendix B Quick Install Wizard	67
Appendix C Dynamic Domain Name Service Registration..	71
Appendix D Using Advanced Firewall.....	75
Appendix E Installing Post Genie™ via Dynamic ADSL	77
Appendix F Installing Post Genie™ via Static IP ADSL	97

Chapter 1 Overview of Post Genie™

1.1 System Features

Thank you for choosing Post Genie™ Web Mail Server. Post Genie™ has the following features:

- Easy to install
- Expandable disk volume for supporting large number of users
- Supports POP3, SMTP, IMAP and RFC mail services
- Supports mail log function
- Easy to configure and manage via Internet Explorer
- Supports network printer service
- Configurable to RAID 0, RAID 1 disk volumes (not applicable for single disk models) and JBOD
- Large LCD panel to display system configuration and status

1.2 Package Contents

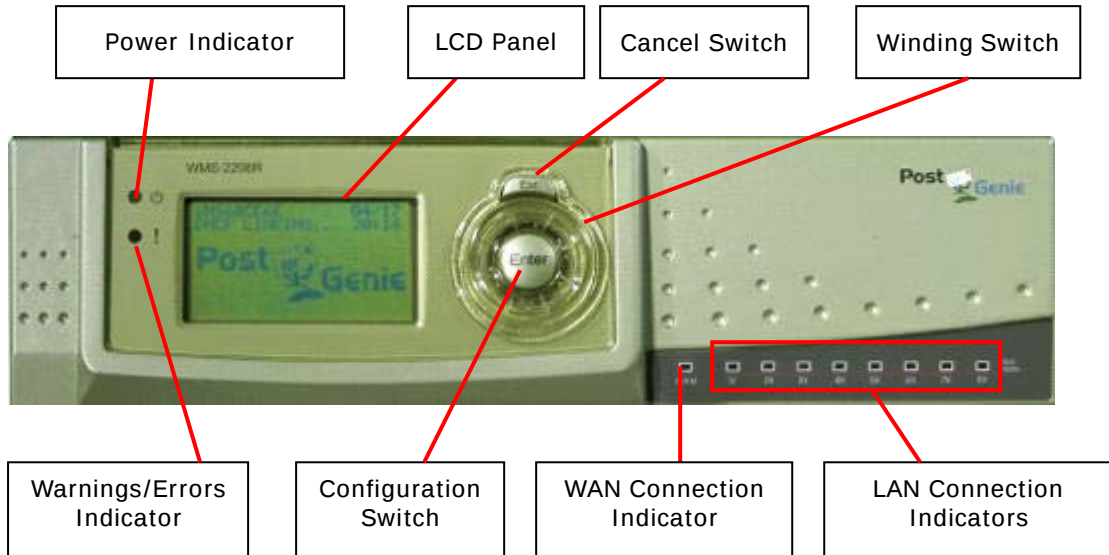
Post Genie™ Package includes:

- Post Genie™ Web Mail Server
- Power Cord
- CAT-5 Ethernet Cable
- Software Companion CD-ROM

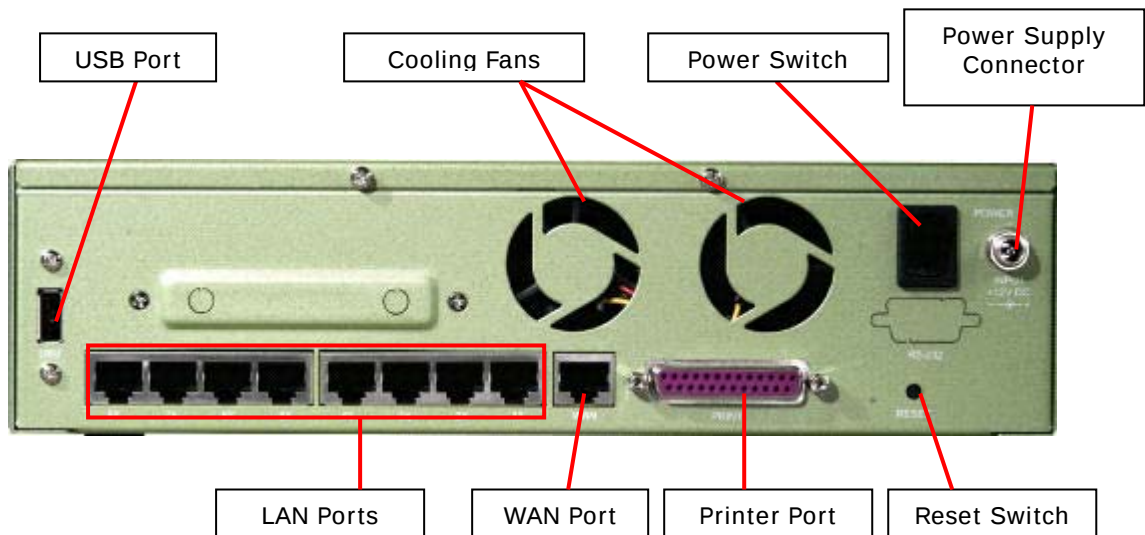
1.3 System Overview

WMS-2208R

- **Front View**



- **Rear View**



Network Connection Indicators

There are nine network connector indicators on the front right corner of WMS-2208R. The indicators will show lights in green or red to indicate the network connection speed.

Color of the Light	Description
Green	Current connection speed is 100 Mbps. When transferring data, the light will blink.
Red	Current connection speed is 10 Mbps. When transferring data, the light will blink.

LCD Panel Indicators

The indicator lights on the left of the LCD panel are described as below:

Field	Description
	This light shines when power is on.
	This light indicates a system error occurs, which needs to be corrected.

Chapter 2 Installation of Post Genie™

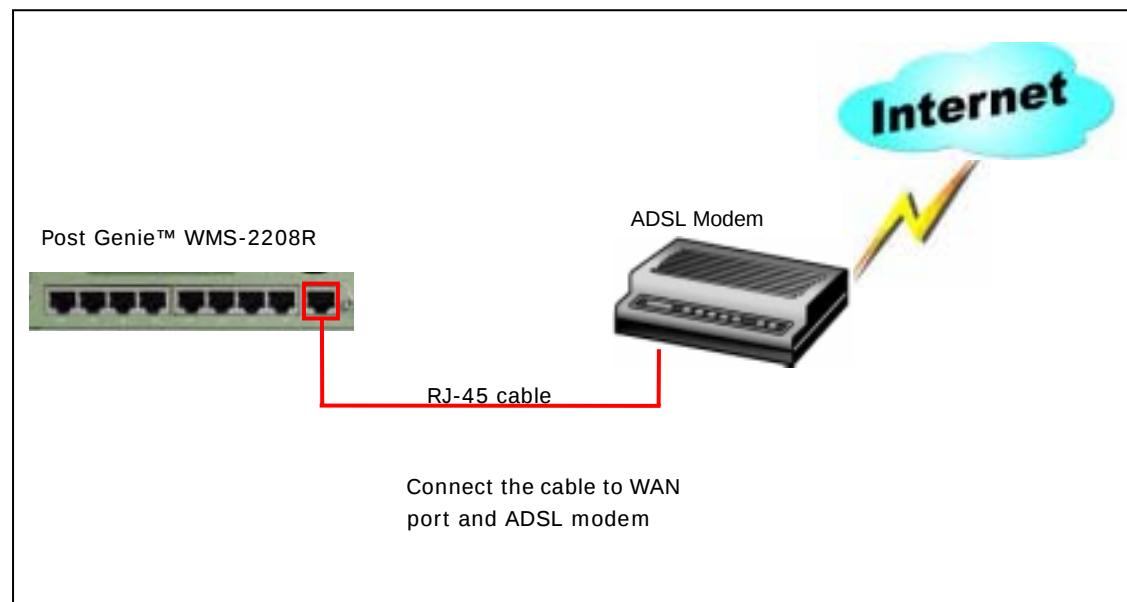
2.1 Hardware Installation

Follow the steps below to install the hardware components of Post Genie™.

1. Connect Post Genie™ to WAN

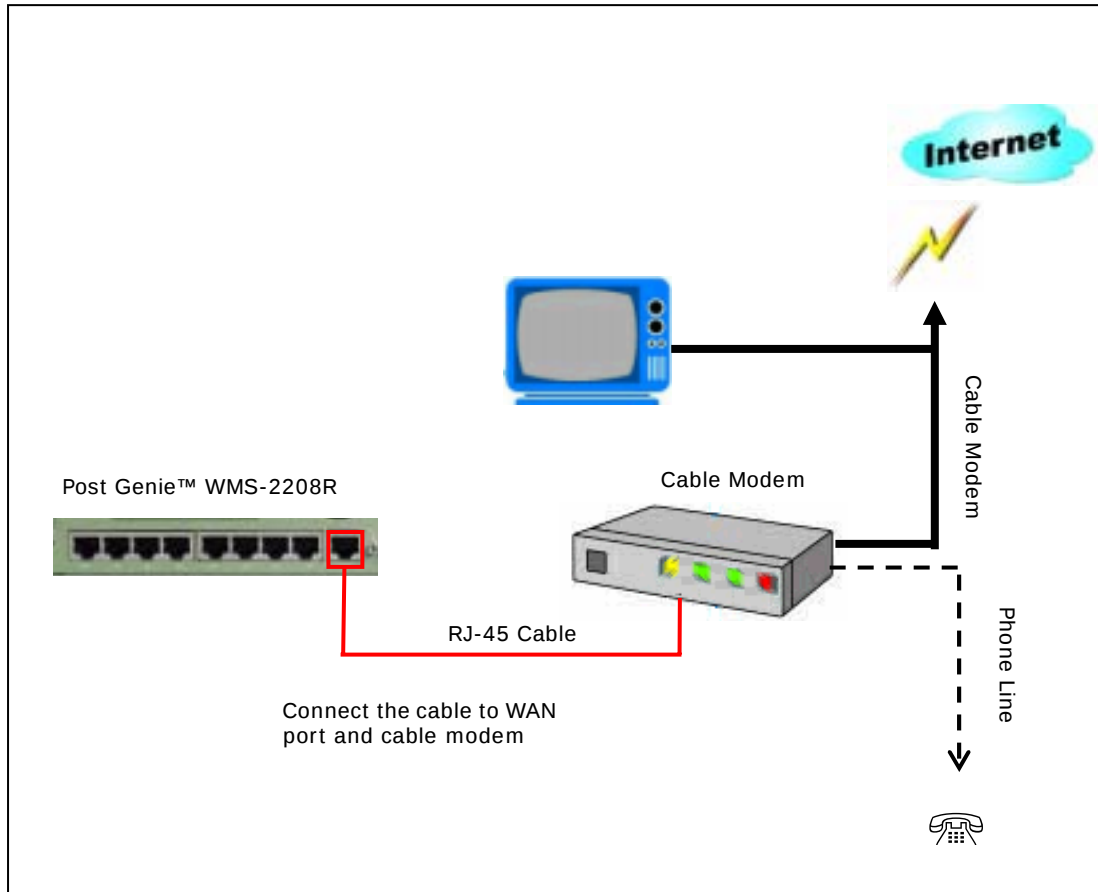
- **Connect via ADSL**

Connect the WAN port to the ADSL modem via the cable included in Post Genie™ package.



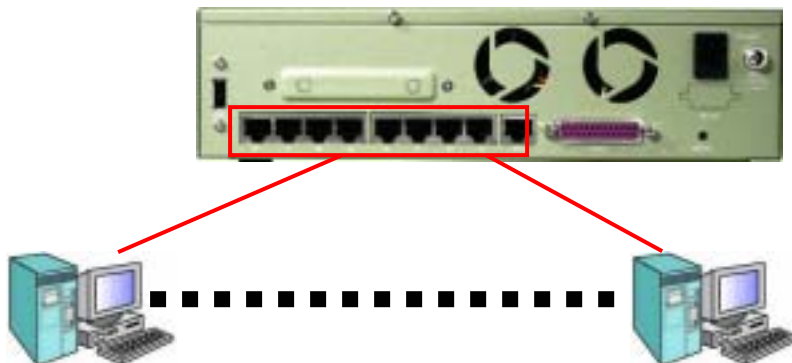
- **Connect via Cable**

Connect the WAN port to the cable modem via the network cable included in Post Genie™ package.



2. Connect to LAN

Connect RJ-45 cable to the LAN port of Post Genie™ and the network port(s) of the computer(s).



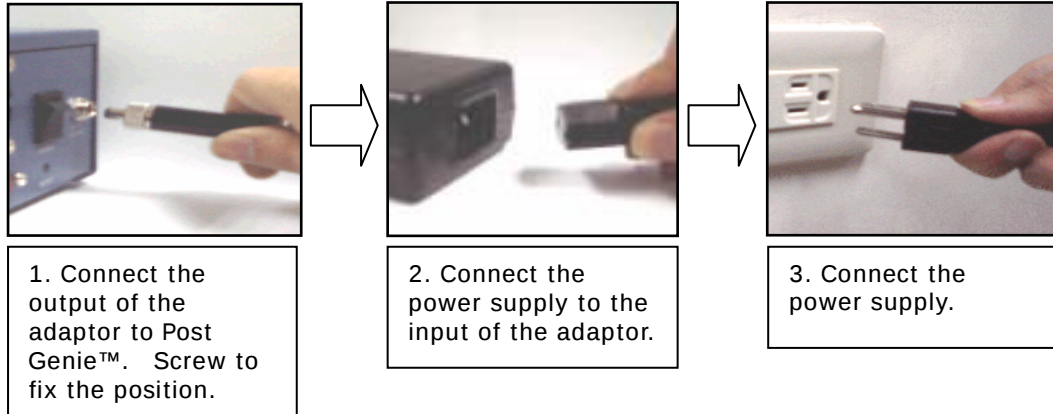
3. Connect to Printer

WMS-2208R can serve as a printer server. Connect your printer to the printer port or USB of Post Genie™. Then turn on the power of the printer. Complete the installation of network printer to enable printing service. For further details on the software installation, refer to Chapter 6.



4. Connect to Power Supply

Follow the steps below to connect Post Genie™ to power supply.



Make sure the Post Genie™ and the adaptor are properly connected before connecting to power supply.

5. Turning on Post Genie™

When you have connected all cables and power supply to Post Genie™, turn on the power. The screen of the LCD panel will display the following information:



Note: By factory default, Post Genie™ will search the network via DHCP

(Dynamic Host Configuration Protocol) to automatically detect IP address. If your network does not support the DHCP protocol or it is not connected, a message “DHCP Linking” will appear on the LCD panel and beep sound will be played.

2.2 Network Configuration for the First-time Operation

The first time you use Post Genie™, you will have to configure network settings for LAN and the mail server.

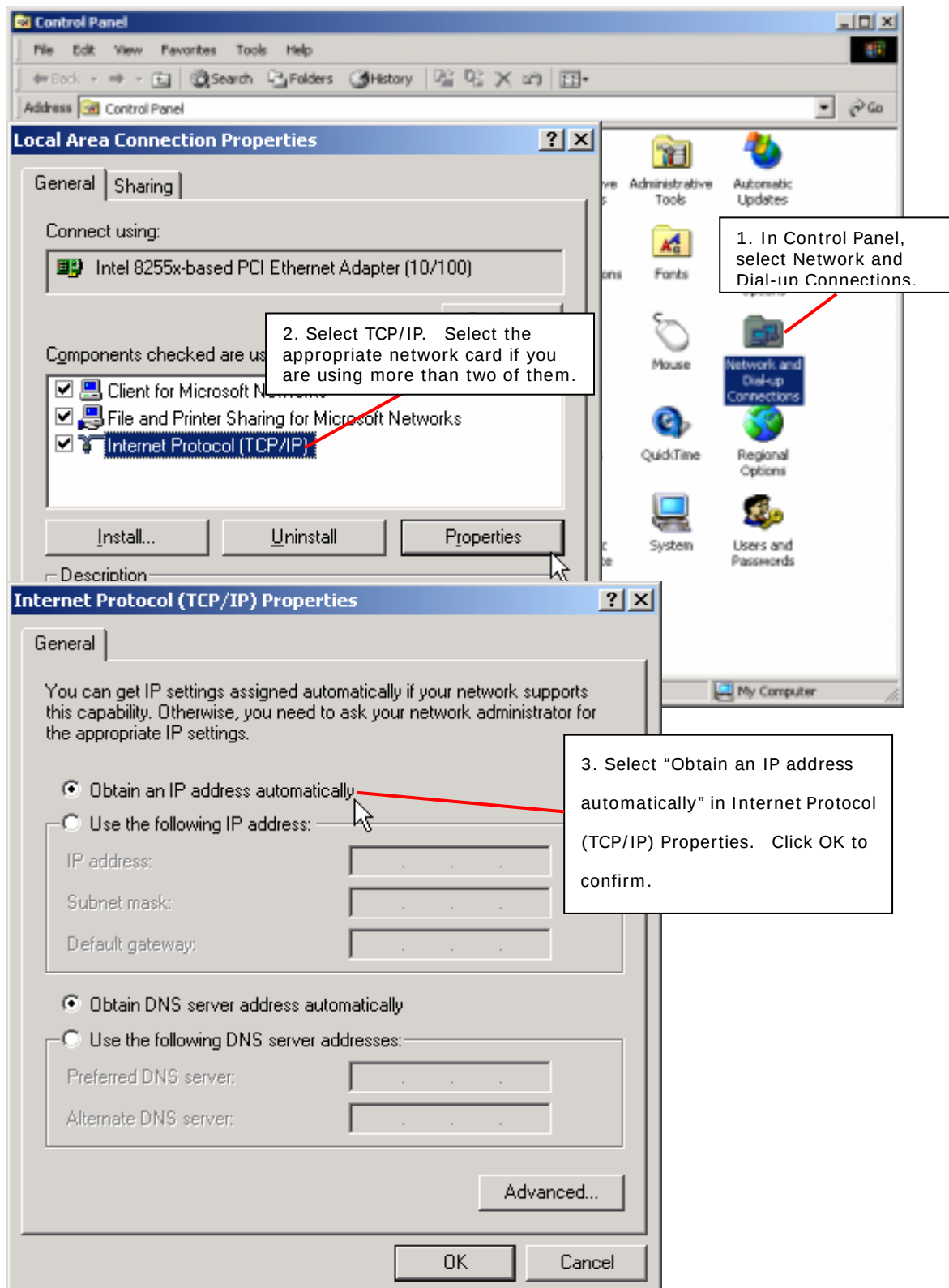
2.2.1 Default Network Settings of Post Genie™

By factory default, Post Genie™ will search the network via DHCP (Dynamic Host Configuration Protocol) to automatically detect IP address. To acquire the information of IP address, contact your ISP (Internet Service Provider) or system administrator. If you are not using DHCP protocol for Internet access, configure the network settings properly to enable the network connection. Post Genie™ will use the default IP address: **192.168.2.254** and use DHCP protocol for internal network connection, IP address distribution and management.

Connect the administrator computer to Post Genie™. Follow the description below to set up the configuration.

2.2.2 Network Configuration for LAN

In Network and Dial-up Connections settings, select **Obtain an IP address automatically**. By factory default, the subnet mask of the DHCP protocol set by Post Genie™ is 192.168.2.100 ~ 192.168.2.200. Follow the steps below to configure the DHCP setting:



Chapter 3 Administration of Post Genie™

When you have installed Post Genie™ and connected it to the network, you can use your browser to complete administrative tasks of Post Genie™. The system supports Microsoft Internet Explorer 5.0 or later version, or Netscape Navigator 4.5 or later version (IE 5.5 is recommended).



Note: Screen resolution of 1024 x 768 is recommended.

3.1 Accessing Administration Page

You can access the following two ways to access the Administration page of Post Genie™:

1. Launch your web browser (Microsoft Internet Explorer version 5.5 is recommended). Enter the IP address of Post Genie™ in the location bar of the web browser. The IP address is displayed on the LCD panel of the server. For more information on LCD panel, refer to Appendix A.



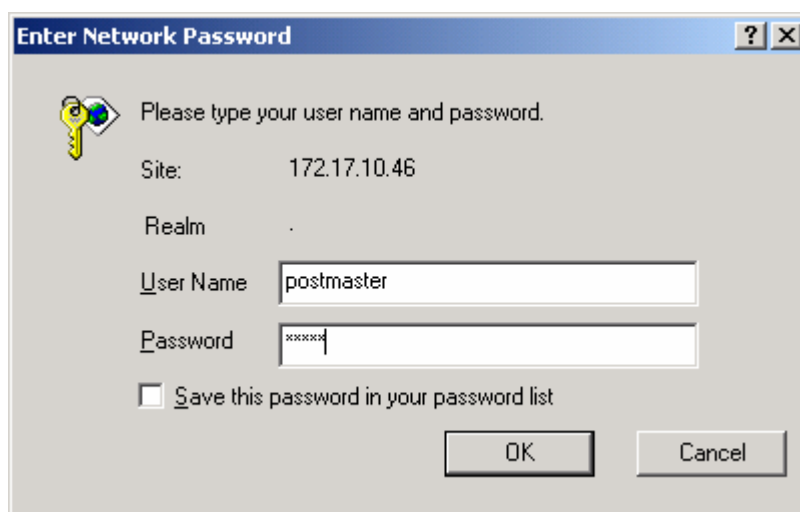
Note: If you are accessing Post Genie™ via LAN, enter the IP address of the server on LAN area. The default IP address is 192.168.2.254.



2. Run Quick Install Wizard in the companion CD (refer to Appendix B). Click on the server name appearing on the list for Post Genie™. Upon successful connection, the following screen will appear:



3. Click Login. Enter the user name and password.



The default user name and password are:

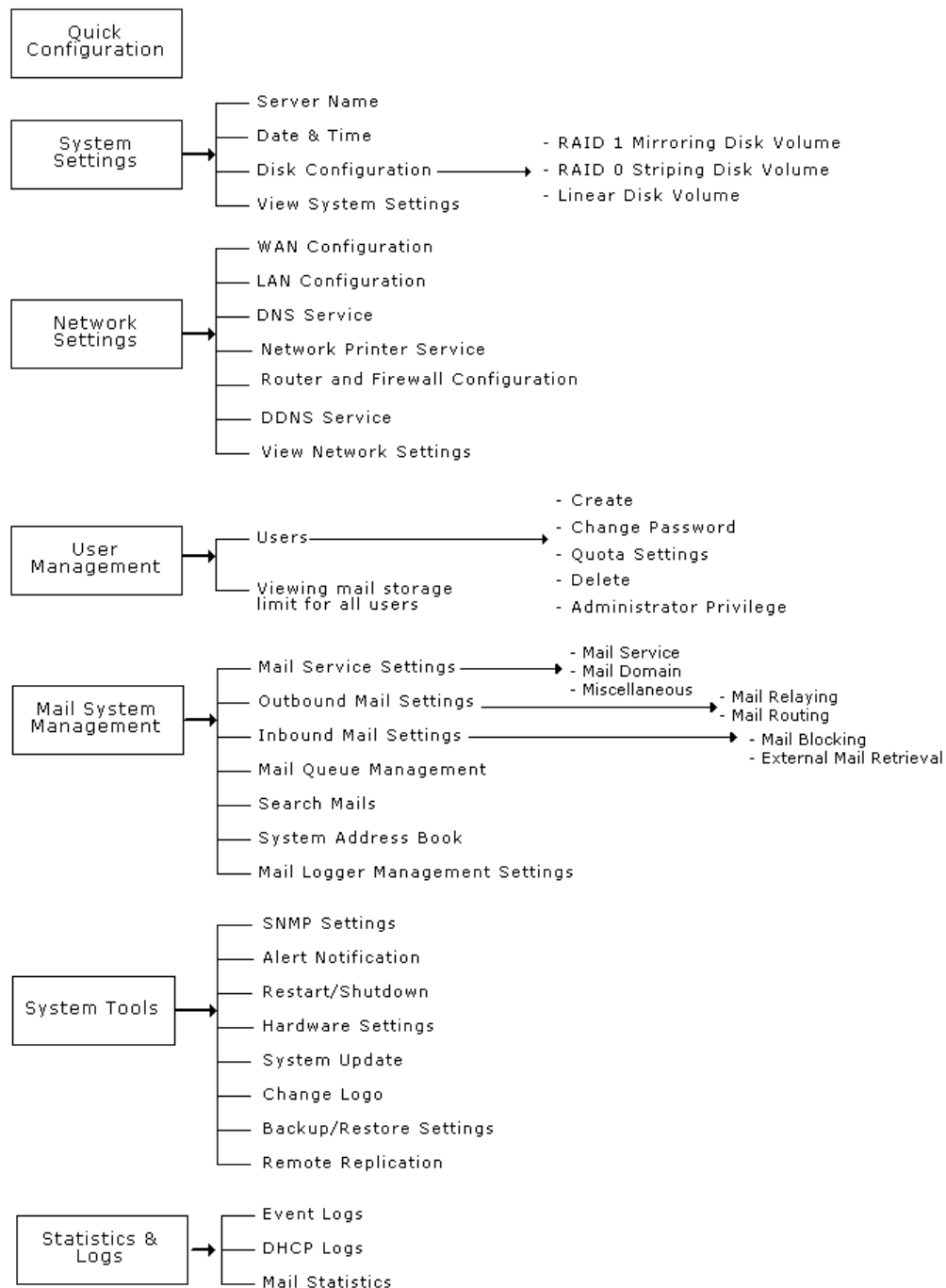
Login: postmaster (or administrator)

Password: admin

The first time you enter Administration page, the Quick Configuration page will appear automatically. Please refer to Quick Configuration page for more details.



3.2 Server Administration



3.3 Quick Configuration

Follow the steps below to configure Post Genie™.

1. Change the administrator password.
2. Enter the server name and the description.
3. Enter the date and time of this server.
4. Configure disk volume on this server.
5. Configure WAN.
6. Configure DNS setting.
7. Manage users of this system.

Make sure you have acquired the following information:

For WAN configuration

Protocol used to connect to the Internet	Information required
PPPoE	User name and password for ADSL service.
DHCP	The dynamic system will obtain IP address automatically.
Static IP address	IP address, subnet mask, default gateway and DNS server address.

For DNS Setting

IP address in use	Information required
Dynamic	The domain name registered from DDNS provider.
Static	The domain name registered from NIC (Network Information Center).

3.4 System Settings

Basic system settings include the server name, date, time, and language settings.

- **Server Name**

You must assign a unique name for your Post Genie™ for ease of identification within the local network. The server name can accommodate as much as 14 characters, which can be a combination of letters (A-Z or a-z), numbers (0-9) and hyphens (-). The server will not accept name containing blank spaces, period (.), or names with only numbers. The LCD display will show the current server name.

Next, you must configure your Post Genie™ to the workgroup. The default workgroup for Post Genie™ is **WMS**. The workgroup represents a basic computer group within the Microsoft Network. Files are normally shared within the group.

For ease of management and usage, please set your Post Genie™ and attached computer(s) in the same workgroup.

Moreover, the Post Genie™ allows you to specify comments (such as administrator name, department, or location) that describe the Post Genie™ for ease of identification to an on-line user.

- **Date & Time**

Set the date, time, and time zone according to your current location. If the settings are incorrectly entered, the following problems may occur:

1. The time of delivery for outgoing mails will be the same as the server time but not that of your time zone.
2. The system event log time will be incorrect compared to the actual time when an event takes place.

- **Disk Configuration**

You can select different disk configuration settings for Post Genie™. All inbound and outbound mails, and user settings will be stored in the disk configuration (hard disk). Available options are described below:

- i. Single Disk**

You can choose to use a stand-alone disk. However, if the disk is damaged, all data will be lost.

- ii. RAID 1 Mirroring Disk Volume**

Mirroring Disk protects your data by automatically backing up the contents of one disk onto the second disk of a mirrored pair. This protects your data if one of the disks fails. Unfortunately, the storing capacity is equal to a single disk, as the second drive is used to automatically back up the first. Mirroring Disk is suitable for personal or corporate use to store important data.

- iii. RAID 0 Striping Disk Volume**

Striping disk combines two or more disks into one larger disk. It offers the fastest disk access but it does not have any protection of your data if the striped array fails. The disk capacity equals the number of disks in the array times the size of the smallest disk. Striping disk is usually used to maximize your disk capacity or for fast disk access but not for storing important data.

- iv. Linear Disk Volume**

You can combine two or more disks into one larger disk. During file saving, the files are saved on physical disks sequentially but do not have a disk failure file protection function. The overall capacity of linear disks is the sum of all disks. Linear disks are generally used for storing large data and are not appropriate to use for file protection of important data.

By factory default, Post Genie™ has been preset into one large disk. You can use other disk configurations by changing the settings during the first Quick

Configuration access.

- **View System Settings**

You can view all the current system settings such as server name and workgroup from this page.

3.5 Network Settings

Network Settings include WAN configuration, LAN configuration, network service settings, router and firewall settings etc. Configure the network settings according to your local network.

3.5.1 WAN Configuration

You can select the following three ways to configure IP address settings for WAN according to the network and connection protocol you use.

1. Use PPPoE protocol
Enter the user name and password for ADSL service when you select to use PPPoE protocol for network connection.
2. Use DHCP protocol
When DHCP protocol is used for network connection, select this option and the system will obtain IP address automatically. To specify a MAC IP address, modify the setting in DHCP Network Connection.
3. Use static IP address
To use static IP address for network connection, enter the IP address acquired from your ISP (Internet Service Provider). Enter also the subnet mask and default gateway.
4. Allow to enter administration web pages from external network
To allow users to enter administration page from external network, enable this option. Specify the port number for accessing the page.
5. Disable response to ICMP packets to avoid attacks from hackers
Select this option to avoid pinging from external computers and being hacked.

3.5.2 LAN Configuration

If you use the Post Genie as the gateway to connect to the Internet, there is normally no need to change the LAN configuration. Simply change the network configuration of the computers on the LAN to automatically obtain IP addresses via DHCP protocol. By default, the Post Genie provides the NAT function to allow the computers on your LAN to share a single WAN IP address for Internet access.

- **Static IP Address**

The IP address is a 32-bit digit code used to identify each single entity on a network. This address will be used for all clients in the internal LAN to access this Post Genie. You can check the current LAN IP address of the Post Genie from the LCD panel (see Appendix A).

- **Subnet Mask**

The subnet mask is used to define computer within the same local network. It is a 32-bits digit code: 255.xxx.xxx.xxx.

- **Default Gateway**

The gateway is generally referred as an interchange point that connects two networks, such as LAN and WAN. You don't need to configure gateway address if NAT function is enabled; just set it as 0.0.0.0.

- **Enable DHCP Server**

Once the DHCP server's dynamic address allocation function is activated, it will automatically assign dynamic addresses to any computer in the network that is configured to automatically obtain IP addresses.



Note: Only one DHCP server may be activated at any time in a network to avoid causing conflicts in communication.

- **Enable NAT Function**

Select this option to enable computers in LAN area to use a same legal IP address for network connection. This option is enabled by default.

3.5.3 DNS Service

DNS service is used to map host names into IP addresses. Select this option to create and manage your own domain.

DNS Service

☒ Enable DNS Service

Domain Name

☒ Configure and start DNS service automatically

Name	Type	Priority	IP Address / Name	
	A			Add
@	NS		WMS5C9A22.yourdomain.com.	
WMS5C9A22	A		172.17.10.78	
mail	A		172.17.10.78	
webmail	A		172.17.10.78	
@	MX	10	WMS5C9A22.yourdomain.com.	

DNS Status: Executing...

Note: Click Apply to activate the modifications made to the above settings.



The fields in DNS Service page are described as below:

Field	Description
Enable DNS Service	Check this box to enable DNS service.
Domain Name	Enter the domain name registered from DNS service provider.
Configure and start DNS service automatically	When this option is selected, you will not be able to modify zone record. Current zone records will be replaced by those created by the system automatically. There are three default A records; for example if the domain name is mywms7.dyndns.org, server name is WMS60CE62 then the system will build A records as shown below: - webmail.mywms7.dyndns.org - mail.mywms7.dyndns.org - WMS60CE62.mywms7.dyndns.org You can login to the system via the Internet by entering the above links. Note that the domain name mywms7.dyndns.org and host name WMS60CE62 are for reference only. They will change according to the system setting.
Name	Enter the name of the main server. To set up the address of the server, enter <i>www</i> and the zone name, e.g. <i>xxx.yyy.zz</i> , other computers can then access the site via www.xxx.yyy.zz
Type	Select the zone type of the main server for the domain. A - Address record NS - Name server MX - Mail exchanger
Priority	When the model of the DNS server is set as MX, this column has to be filled in. All mails delivered to the zone will be sorted according to the size of the mail server. The mails will first be sent to the mail server of the smallest priority value. Upon any failure, they will be delivered to another bigger priority value server until successful delivery.
IP Address / Name	Input the corresponding IP address of the DNS server. Enter the server name when the zone type is NS or MX.
DNS Status	Display the current DNS status: Executing or Stopped.

Adding and Deleting Zone Records

To add a zone record, enter the domain name and corresponding IP address, select the zone type and specify priority (for MX record only), then click **Add**. To delete a record, click **Delete**.

DNS Service

☒ Enable DNS Service

Domain Name:

☐ Configure and start DNS service automatically

Name	Type	Priority	IP Address / Name	
	A			Add
www.lsl.com	A		172.17.10.51	Delete

DNS Status: Executing... Setting changed

Note: Click Apply to activate the modifications made to the above settings.

3.5.4 Network Printer Service

Enable network printer service to allow sharing of printer service among the computers in the Microsoft or Apply network. For detailed information of network printer service setting, refer to Chapter 6 of the user manual.

3.5.5 Router and Firewall Configuration

- **Routing Table**

Post Genie™ will create a routing table automatically according to the network configuration. Enable NAT function when you are accessing the Internet via broadband service and there is no need to create a static routing table. In LAN-to-LAN network configuration, you may have to create a static routing table for communication between two different networks. Consult your system administrator for information on static routing.

- **Virtual Server**

Configure a virtual server to map to a port or an IP address of external network. All requests sent to that port or IP address will be re-directed to the virtual server. For example, to map a virtual IP address 192.168.1.150 to an external IP address 61.201.66.66, enter the IP address of the virtual server, select the protocol and external/internal port type (e.g. www), and enter the port number (80). Upon successful configuration, you can access the web content of 192.168.1.150 via going to 61.201.66.66.

- **One-to-one NAT**

This option enables you to map public IP addresses to private virtual IP addresses. Hence, the servers providing these public IP addresses will be protected by the firewall of Post Genie™.

- **Special Applications**

Specify the ports for data transfer for using special online applications via LAN, e.g. audio-visual conference or online games to avoid being disconnected from the network.

- **Website Filter**

Enter the website or IP address to block access to from LAN area.

- **Web Content Filter**

To block access to websites with certain web content, enter the keyword(s) in Web Content Filter. All matched content will not be displayed on the websites.

- **Advanced Firewall Rule**

This option enables you to set more advanced firewall rules which will enhance the security of your network.

- **DMZ**

This feature allows one computer on your LAN to be exposed to all users on the Internet. This can allow 2-way communication between the DMZ host and other users from the external network. If you meet troubles to use some Internet gaming or video-conferencing application on your local computer, you may try to configure this computer as the DMZ host.

3.5.6 DDNS Service

To use DDNS service, you have to register a host name and IP address from a DDNS service provider. Enter the fields described below to enable the service:

Field	Description
User name, password, host name	Information registered from DDNS service provider.
Dynamic / Fixed IP Address	Enter the IP address acquired from your ISP (Internet Service Provider).

For detailed information of DDNS service registration, refer to Appendix C.

3.5.7 Viewing Network Settings

This page displays all network configurations and their status. You can also view the status of DNS and printer services.

3.6 User Management

Post Genie™ can be shared by multiple users. For ease of server management, configure the user settings carefully.

3.6.1 Default user account

Postmaster (or Administrator) is the system default user for administration. Login with the following information to manage Post Genie™:

User Name: Administrator / Postmaster

Password: admin

Note that this account cannot be deleted. You can only change the password for login.

3.6.2 Manage User Accounts

You manage user accounts with the following options:

Field	Description
Create	Add a user to the system
Change Password	Change the password of a user
Quota Settings	View and edit the size limit of the mailbox and mails of users
Delete	Delete users
Administrator Privilege	Grant administrator privilege to or revoke it from users

3.6.3 Users— Create

You can create a new user according to your needs. The following information is required to create a new user:

User Name

The user name must not exceed 32 characters. It is case insensitive but cannot contain double-byte characters such as Chinese, Japanese, Korean and any of the characters below:

" / \ [] : ; | = , + * ? < > ` ' % @ # & ~ .
() (space)

Password

The password must not exceed 16 characters. Due to security concerns, the password must be at least 6 characters. Avoid using codes that are easily decipherable.



Note: When using Mail Logger, the system will create a user named **maillog**.

3.6.4 Users—Quota Settings

Configure the quota settings for users to better manage disk volume of the server. You can set mailbox storage limit, maximum mailbox storage size, when a warning message will be sent when a specified storage level is reached, and the size limit of a single incoming mail. By factory default, the mailbox storage limit is set to unlimited.



Note: The default user name and password for Mail Logger is **maillog**. To define the percentage of disk volume that can be used by Mail Logger, check the box **Enable disk quota for Mail Logger** in Mail Logger Management Settings in Mail System Management. Then enter the number of percentage of disk volume reserved for Mail Logger.

3.6.5 Users—Viewing storage limit for all users

This page displays mail storage limit settings for all users including:

1. mailbox storage limit
2. percentage of mailbox storage currently in use and
3. the size limit of each incoming mail.

3.7 Mail System Management

3.7.1 Mails Services

This option enables you to start, pause and stop mail services. Besides using web mail for sending and receiving mails, you can also use Outlook Express and Eudora etc. by configuring POP3 and IMAP settings. The fields are described as below:

- **SMTP**

Enable SMTP to start mail services. When disabled, users will not be able to send or receive mails.

- **POP3**

Enable this option to allow mail retrieval via POP3 service.

- **IMAP**

Enable this option to allow mail retrieval via IMAP service.

- **Webmail**

Enable this option to allow users to use mail services via web browser. When disabled, administrator can still access the administration page.

Mail Domain

Enter the domain name and additional domains of mail service.

Miscellaneous

Specify the size limit of each incoming and outgoing mail, the ports for mail services and SMTP timeout period.

3.7.2 Outbound Mail Settings

Mail Relaying

Mail relaying enables you to configure the local server to deliver mails for particular network, host or IP address. You can select the following options:

- No limitation on relaying mails
- Use SMTP authentication protocol
- Relay mails from hosts of local network only
- Only relay mails from specified IP address

Mail Routing

Mail routing enables you to specify a host to deliver mails for particular network or IP address. Options available are:

- Relay mail server
- Only for specified recipient host/domain
- Use specific SMTP port number

3.7.3 Inbound Mail Settings

Mail Blocking

To block mails from particular senders or domains, enter the email addresses of the senders and the domains. Post Genie™ will filter all mails sent from the blocked senders or domains.

External Mailbox Retrieval

To retrieve mails from external mailbox, enable this option and define the schedule for mail retrieval. You can also select the option to enable users to retrieve mails manually.

3.7.4 Mail Queue Management

When mail service suspends temporarily, outbound mails will be in queue and sent until the service is enabled again. Mail Queue Management enables you to determine actions taken on queuing mails.

3.7.5 Search Mails

Enter the criteria for mail search in users' Inbox and mail queue.

3.7.6 System Address Book

You can create a system address book and select whether or not to display the address book in for users in we mail. Options available and their description are listed below:

Field	Description
Display System Address Book (For web mail only)	This option enables you to select the display setting for system address book in web mail. You can select: 1. Do not display 2. Brief display 3. Detailed display
Add/Edit/Delete Contacts	When adding a contact, you can enter the personal information of the contact and classify the contact into a category. You can also edit or delete contacts in System Address Book.
Quick Add	Enter the full name, nickname and email address to add a contact to System Address Book via Quick Add. You can modify the information of the contact by using the Edit function.

3.7.7 Mail Logger Management Settings

Enable this setting and Post Genie™ will save all inbound and outbound mails as mail logs in the systems. To view the mails, login with the default Mail Logger account:

User name: maillog

Password: maillog

Post Genie™ will create a mail log automatically every Sunday to save all incoming mails of that week in the folder. Set the limit for mailbox storage when the system should overwrite old mail logs with new ones or stop saving mails for this function.

3.8 System Tools

The following system tools allow optimized maintenance or management of your Post Genie™:

- **SNMP Settings**

To use Simple Network Management Protocol (SNMP) to manage the network components of Post Genie™, start the SNMP service.

- **Alert Notification**

Configure the e-mail address of the administrator and the IP address of SMTP server. In case of system malfunction, an email will be sent to the administrator automatically.

- **Restart / Shutdown**

Restart or turn off Post Genie™.

- **Hardware Settings**

You can enable or disable the following hardware functions of Post Genie™:

1. **Enable LCD panel setting function**
To change the TCP/IP configuration using the LCD panel buttons.
2. **Enable configuration reset switch**

Press the configuration reset switch for a few seconds to reset the administrator password and network settings to factory default.

3. Enable hard disk standby mode

Hard disk will turn to standby mode when it has been idle for a certain period of time that you specify.

4. Enable buzzer

Buzzer is enabled by default. When disabled, a warning light will blink in case of system malfunction.

- **System Update**

To update the system, read the instructions for system update carefully. Make sure you have backed up all data on Post Genie™ before updating the system.

- **Change Logo**

You can upload a picture for the homepage of Post Genie™. The size of the picture should not exceed 500 KB.

- **Backup / Restore Settings**

You can back up system settings and user information on Post Genie™. When restoring the settings, you can select to restore to factory default or previously backed up settings.

- **Remote Replication**

To replicate mail data on Post Genie™ to remote Disk On-line Server.

3.9 Statistics & Logs

You can view the statistics and logs of all active users of Post Genie™ user administration or system diagnostic reference.

- **Event Logs**

Post Genie™ records event logs including warning, error and information messages. In case of system malfunction, event logs can be retrieved to help diagnose the system problem.

- **DHCP Logs**

When DHCP protocol is used for network connection, you can use this option to monitor all assigned dynamic IP addresses, client MAC addresses, and the time when the dynamic IP address is assigned or expires.

- **Mail Statistics**

Select this option for the system to record all email address mail senders and recipients in Event Logs. You can also choose to show the number of outbound, inbound and queuing mails since SMTP is last activated.

Chapter 4 Using Post Genie™

4.1 Accessing Post Genie™

To access Post Genie™, you can:

- i. Launch Microsoft Internet Explorer. Enter the IP address of your Post Genie™. The IP address can be obtained from the display of LCD panel (refer to Appendix A for more information).



Note: If you are accessing Post Genie™ via LAN, enter the IP address for internal network. The default IP address is 192.168.2.254. On the other hand, enter the IP address for WAN if you are accessing the server via external network.

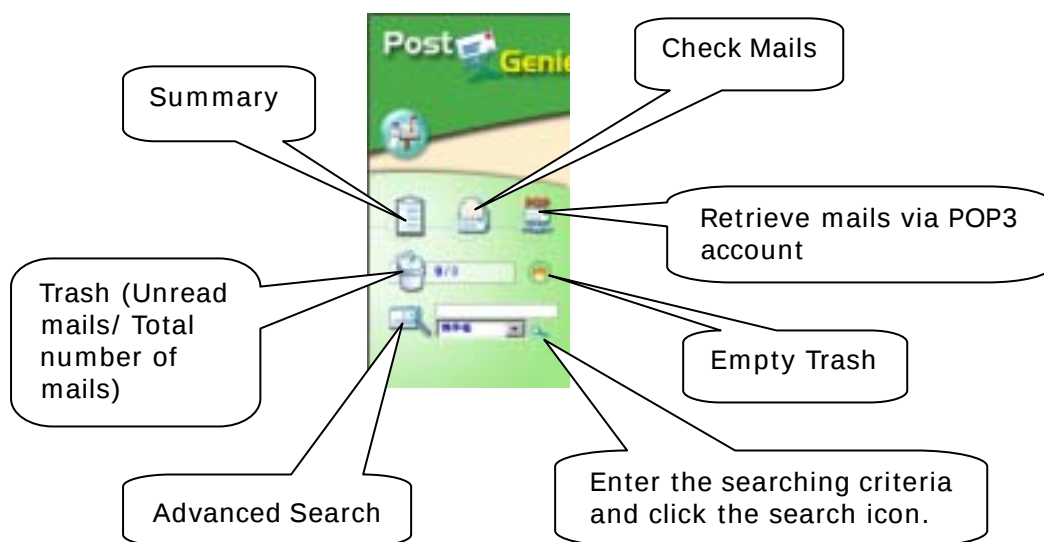
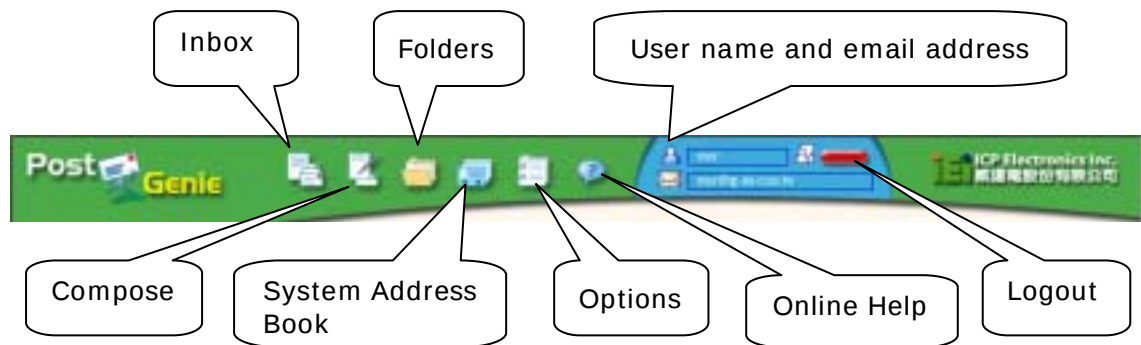


- ii. Run Quick Install Wizard in the companion CD (refer to Appendix B). Click on the server name appearing on the list for Post Genie™. Upon successful connection, enter the user name and password to login.



Upon successful logon, the Summary page will be shown which displays the total number of mails, number of unread mails, storage limit and used storage size of each folder. The quota status of the mail folders will also be shown.

4.2 Icon Description



4.3 Composing Mails

Follow the steps below to compose a mail:

- i. Enter the recipients of the mail in To, Cc and/or Bcc fields. Or select contacts from System Address Book.
- ii. Enter mail subject.
- iii. Upload attachment (if any).
- iv. Compose the message, select a signature and define the priority (if applicable).
- v. When finished, select to send the mail immediately or send and save the mail as a copy. You can also save the mail as a draft and modify or send it later.



Note: The steps can only apply to web mail servers of the same brand or Microsoft Outlook/ Outlook Express.

The screenshot shows a web-based email composition interface. At the top, there is a green header bar with the word 'Compose' in white. Below the header, there is a 'Send mail' button with a dropdown arrow. The main area is divided into several sections: 'To:', 'Cc:', 'Bcc:', 'Subject:', and 'Attachments: 0'. Each section has a corresponding text input field. Below these fields is a large, empty text area for composing the message body. At the bottom of the window, there is a status bar with a 'Select Signat' dropdown and a 'Normal Prior' dropdown.

4.4 Folders

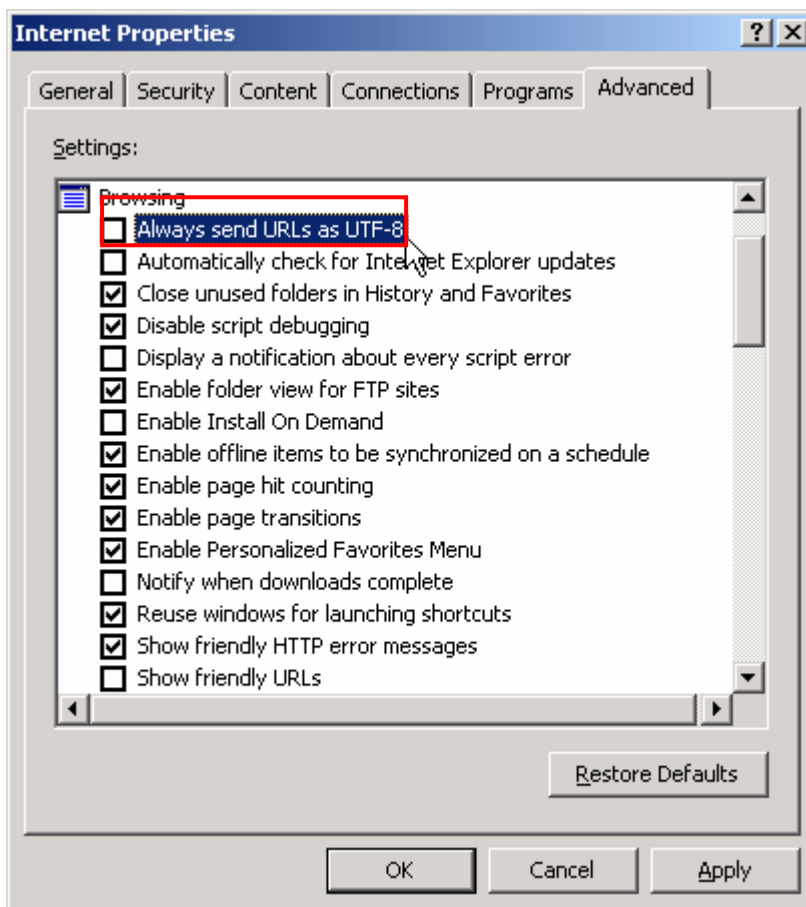
There are four default folders for mailbox management. They are:

- **Inbox**

All new mails will be delivered in the folder.



Note: To enable multi-language support for mail retrieval, uncheck the box **Always send URLs as UTF-8** in Advanced Browsing section of Internet Properties in Control Panel.



- **Sent**

To save copies of sent mails when the option “Send and save a draft” is selected when sending mails.

- **Draft**

When “Save the message as a draft” is selected when composing mails, those messages will be saved in this folder for future modification.

- **Trash**

All deleted messages will be moved to this folder. You can clear all messages in Trash or move them to other folders.

4.5 Address Book

Address Book keeps a record of names and email addresses of contacts you add. It can be classified to two types as below:

- **Personal Address Book**

Users can create, edit and delete contacts and information in this address book, as well as create new categories for contact classification.

- **System Address Book**

Created by administrator and cannot be modified by users. Administrator can select to display or hide the system address book.

4.6 Options

The three main sections in Options are:

1. Account Information
2. Address Options
3. Mail Options

1. Account Information

- **Language**

Select the language: English, Simplified Chinese or Traditional Chinese for the encoding when composing mails.

- **Change Password**

Change the login password for mail service.

2. Address Options

- **Import / Export**

Select this option to import contacts from or export contacts to Address Book as a *.csv file.

- **Edit Categories**

You can classify contacts in address book to different categories for more efficient management of them. In this option, you can create, edit or delete categories. Note that default categories cannot be modified or deleted.

3. Mail Options

- **Preference**

Define incoming and outgoing mail preference, e.g. from name, reply-to address, messages per page.

- **Signature**

You can create five signatures at maximum which can be added to your outgoing mails.

- **POP3 Mails**

You can configure up to ten POP3 mail accounts for mail retrieval.

- **Block Senders**

To block mails from particular senders, enter the email address(es) in this field.

- **Filter**

Create filters to sort incoming mails. You can set the priority of the filters.

- **Auto Reply**

Create an auto-reply message which will be sent to your mail sender(s) automatically when mails are received from them. For instance, "I am currently out of town and will be back on March 15. Please contact me on cell phone for anything urgent or email me at user@demo.com."

- **Forwarding Mails**

To forward incoming mails to one or more email address(es), enable this option and enter the email address(es) to forward incoming mails to.

4.7 Searching Mails

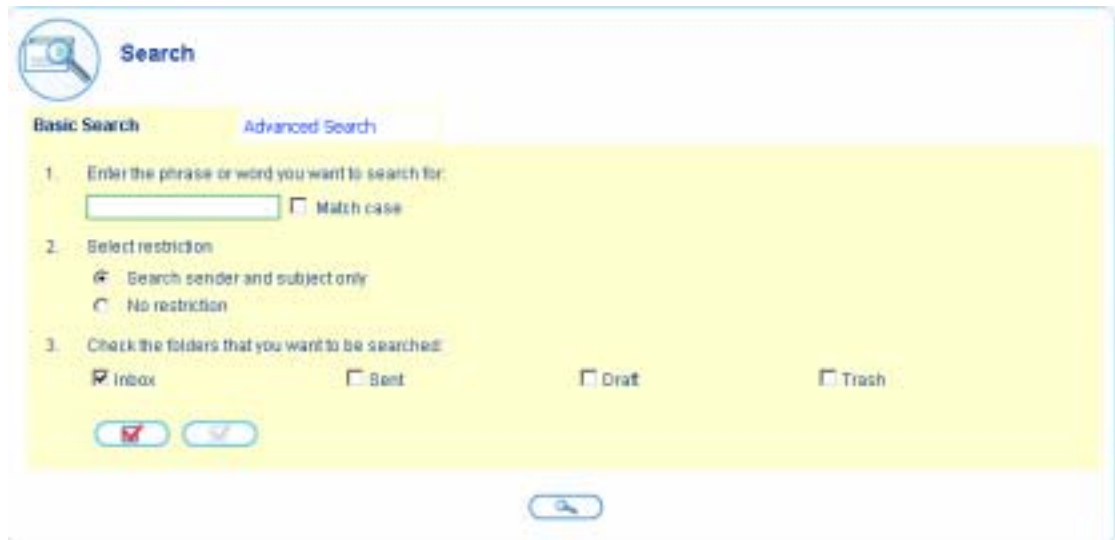
The mail search function of Post Genie™ enables you to search for mails via Basic Search and Advanced Search.

4.7.1 Basic Search

Follow the steps before for searching mails with Basic Search:

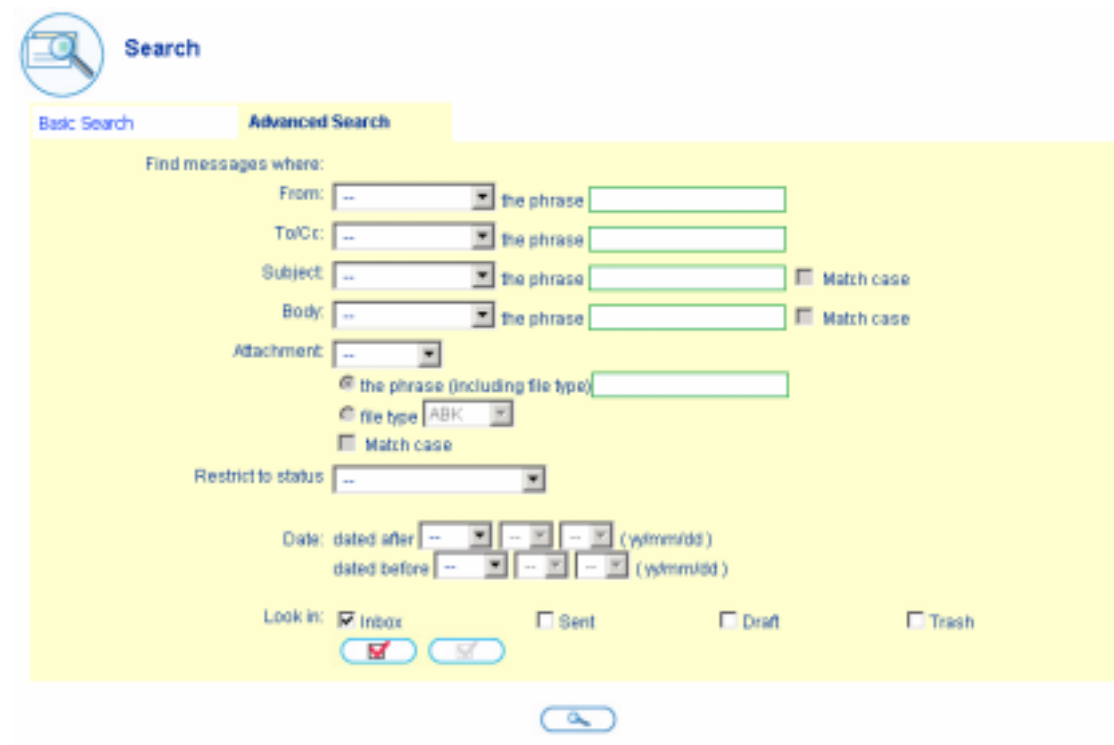
1. Enter the keyword.
2. Select the scope for the search.
3. Select the folders to search for mails.

4. Click 



4.7.2 Advanced Search

Advanced Search enables you to search mails by defining fields including From, To, Cc, Bcc, subject, message body, attachment, file type etc, which helps to restrict the search results to match with the searching criteria.



The screenshot shows the 'Search' window with the 'Advanced Search' tab selected. The interface is divided into two main sections: 'Find messages where:' and 'Restrict to status:'. The 'Find messages where:' section includes fields for 'From:', 'To/Cc:', 'Subject:', 'Body:', and 'Attachment:'. Each field has a dropdown menu for selecting the search criteria and a text input for the search phrase. The 'Attachment:' section also includes a 'file type' dropdown and a 'Match case' checkbox. The 'Restrict to status:' section includes a dropdown menu for selecting the status. Below these sections, there are checkboxes for 'Look in:' with options for 'Inbox', 'Sent', 'Draft', and 'Trash'. The 'Inbox' checkbox is checked. At the bottom, there is a search button with a magnifying glass icon.

Search

Basic Search **Advanced Search**

Find messages where:

From: -- the phrase

To/Cc: -- the phrase

Subject: -- the phrase ☐ Match case

Body: -- the phrase ☐ Match case

Attachment: --

☒ the phrase (including file type)

☐ file type ABK ☐ Match case

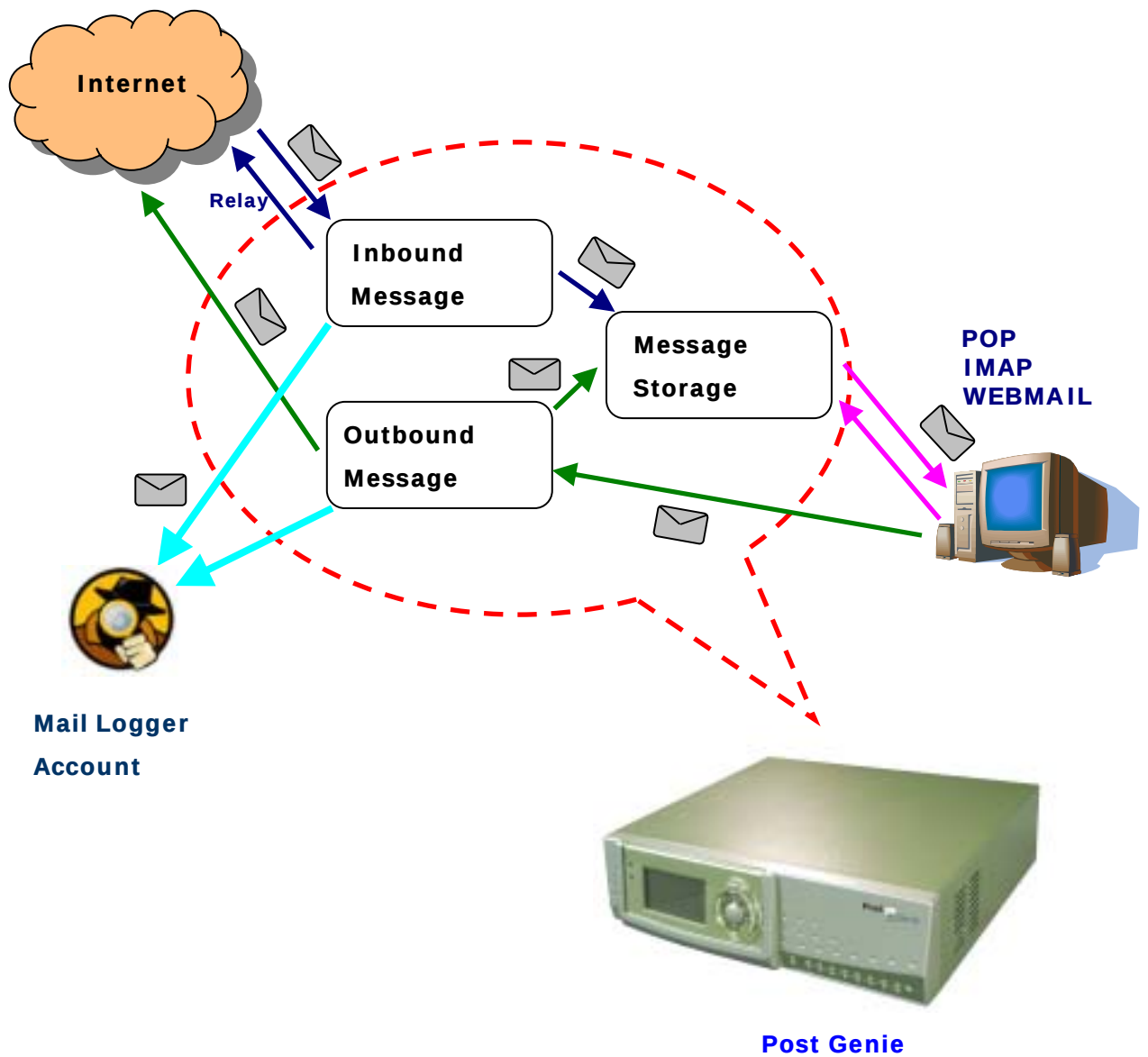
Restrict to status: --

Date: dated after -- -- -- (yy/mm/dd)
dated before -- -- -- (yy/mm/dd)

Look in: ☒ Inbox ☐ Sent ☐ Draft ☐ Trash

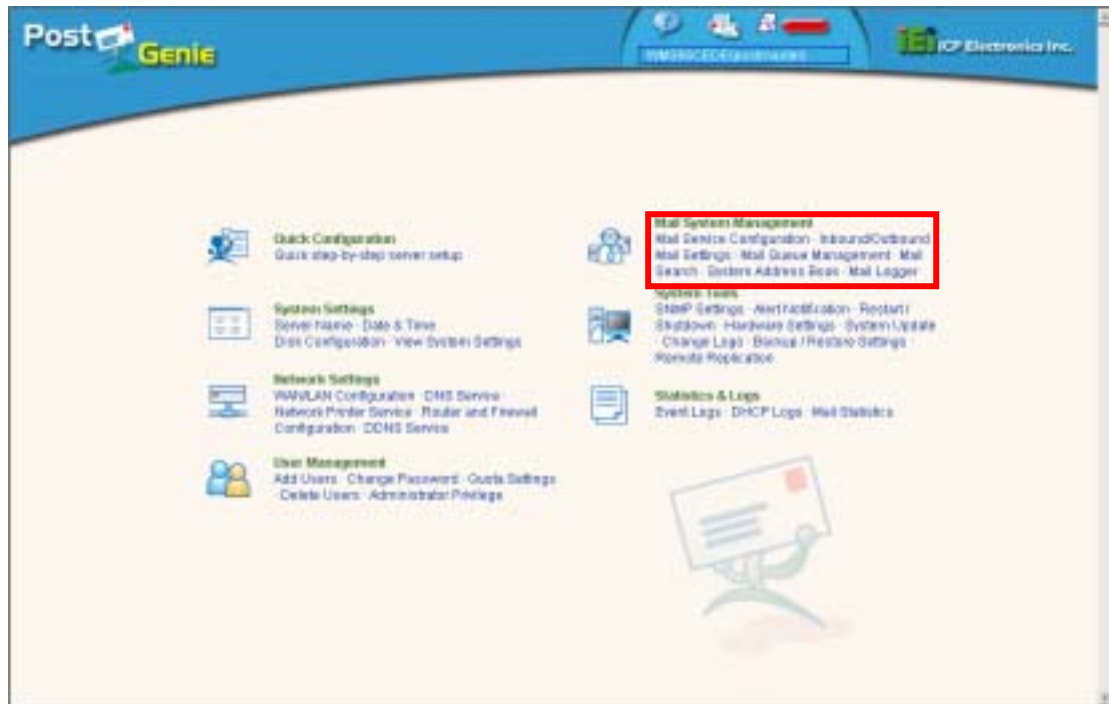
Chapter 5 Using Mail Logger

Mail Logger is used to keep a record of all incoming and outgoing mails to a particular mail account **maillog** for the ease of the administrator to track, search and backup data on the mail server.



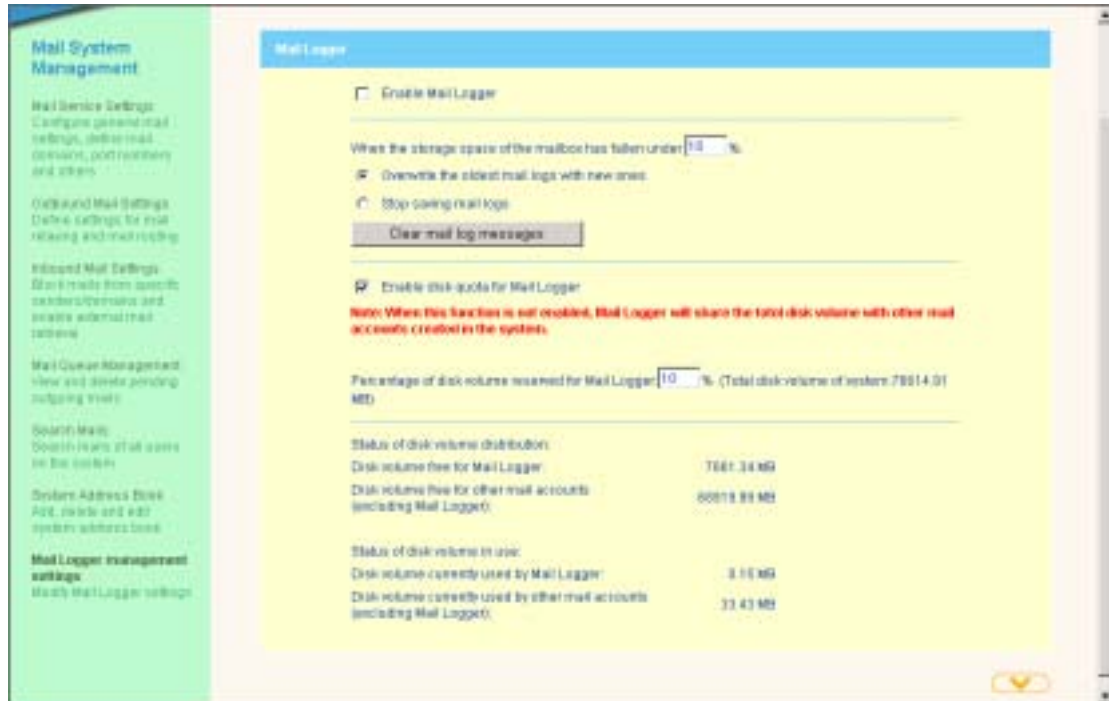
5.1 Logging in to administration page

Log in to Post Genie™ as an administrator. Enter Mail System Management.
Then go to Mail Logger.



5.2 Enabling Mail Logger Function

This section enables you to modify management settings for Mail Logger.



In Mail Logger, you can modify the following options:

- A. To enable Mail Logger function, check the box **Enable Mail Logger** and click . An account **maillog** will be created. The password for this account is **maillog**. You can go to User Management section to change the password.
- B. **When the storage space of the mailbox has fallen under... %**: Enter the number of percentage for this option and select an action to be taken when the mailbox storage has reached the preset level.
 1. **Overwrite the oldest mail logs with new ones**: New mail logs will overwrite the oldest ones.
 2. **Stop saving mail logs**: Mail Logger function will be disabled.
- C. **Clear mail log messages**: All mail logs will be cleared.

When the setting has been modified, you can view all inbound and outbound mails with the Mail Logger account.



Folder	Unread	Quantity	%	Size(KB)
Inbox	0	1	Unlimited	1
Sent	0	0	Unlimited	0
Draft	0	0	Unlimited	0
Trash	0	0	Unlimited	0
My Folders (Hide)	0	0	Unlimited	0
07-14-2003-07-20-2003	0	0	Unlimited	0
Total	0	1	Unlimited	1
Quota Status	Unlimited			

The system will create a mail log every Sunday. For instance, if today is Sunday, Jul 20, 2003, the system will create a mail log that records all incoming and outgoing mails for the week Jul 17 – 20, 2003.

D. Enable Disk Quota for Mail Logger

To specify the percentage of disk volume reserved for Mail Logger, enable this option and enter the number of percentage. When this option is not enabled, Mail Logger will share the total disk volume with other mail accounts created in the system.

5.3 Searching Mails in Mail Logger

Searching mails via web mail:

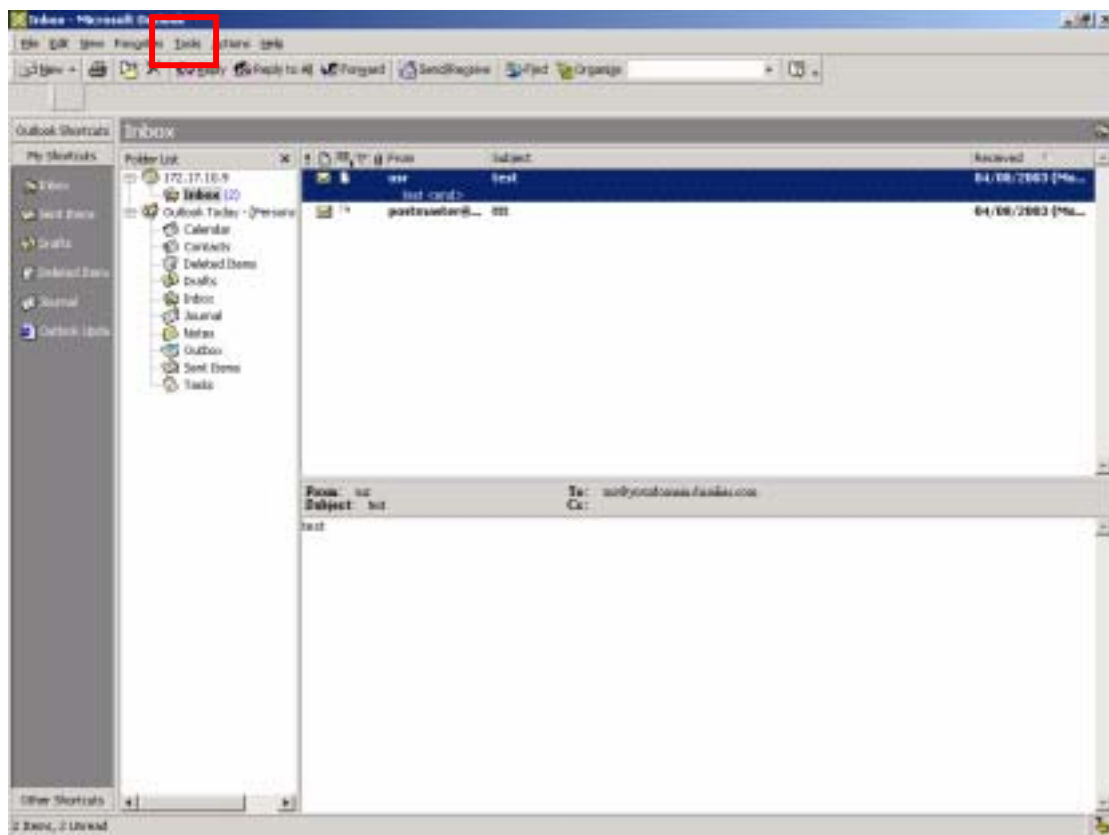
You can search for mails with the Search function. Enter the searching criteria and click the search button.

The screenshot displays the PostGenie web mail interface. The top navigation bar includes the 'PostGenie' logo, a toolbar with icons for mail actions, and a status bar showing 'Waiting' and a red progress indicator. The left sidebar contains icons for mail folders and a search icon. The main content area is titled 'Search' and features two tabs: 'Basic Search' and 'Advanced Search'. The 'Advanced Search' tab is active, showing a form to 'Find messages where:' with fields for 'From:', 'To:', 'Subject:', 'Body:', and 'Attachment:'. Each field has a dropdown menu and a text input box. The 'Attachment:' field includes a checkbox for 'the phrase including file type(s)' and a text input box. There are also checkboxes for 'Match case' next to the 'Subject:' and 'Body:' fields. Below these fields is a 'Restricted to status:' dropdown menu. At the bottom, there are date range selectors for 'Date: dated after' and 'dated before', each with a dropdown menu and a text input box. The 'Look in:' section has checkboxes for 'Inbox', 'Sent', 'Draft', and 'Trash'. A search button is located at the bottom right of the form.

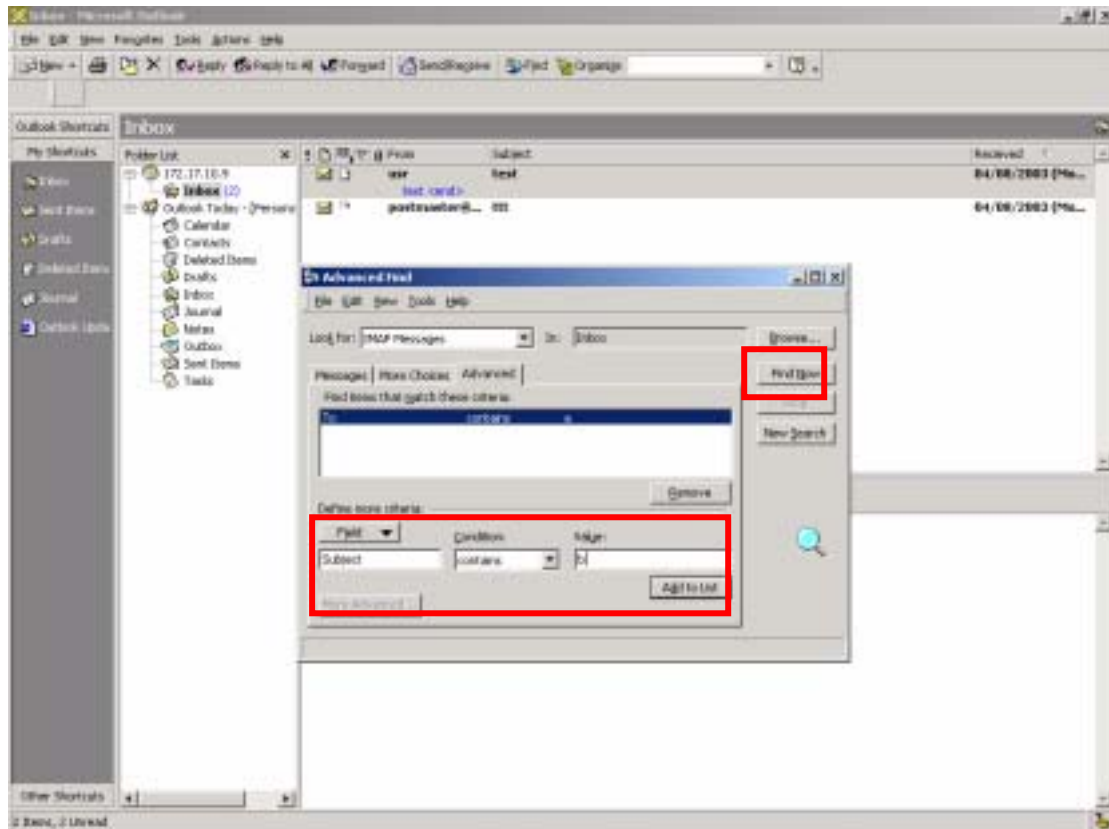
5.4 Searching mails via Microsoft Outlook

The following example is based on IMAP setting. You can also search mails via POP3 setting. The difference between them is that mails on the server will be the target of searching when IMAP setting is used. While mails will be downloaded to the client computers before searching when POP3 setting is used.

Go to Tools in Microsoft Outlook, click Accounts and define IMAP as the server. Click Send\Receive to test if the setting is correct.



To search for mails, go to Advanced Find in Tools section. Click Advanced. Select the Field, To, From, CC etc. Choose a condition from the Conditions menu. Enter the value and click Add to List. To start the search, click Find Now.



Note: When the storage space of the mailbox has fallen under a preset percentage, warning messages will be shown in Event Logs of Statistics & Logs section. You have to delete some old mails or move and backup your mails to local folders in Outlook. Mail services will resume when the storage space becomes sufficient again. Event Logs will keep a record when mail services are activated again.

Chapter 6 Installation of Network Printer

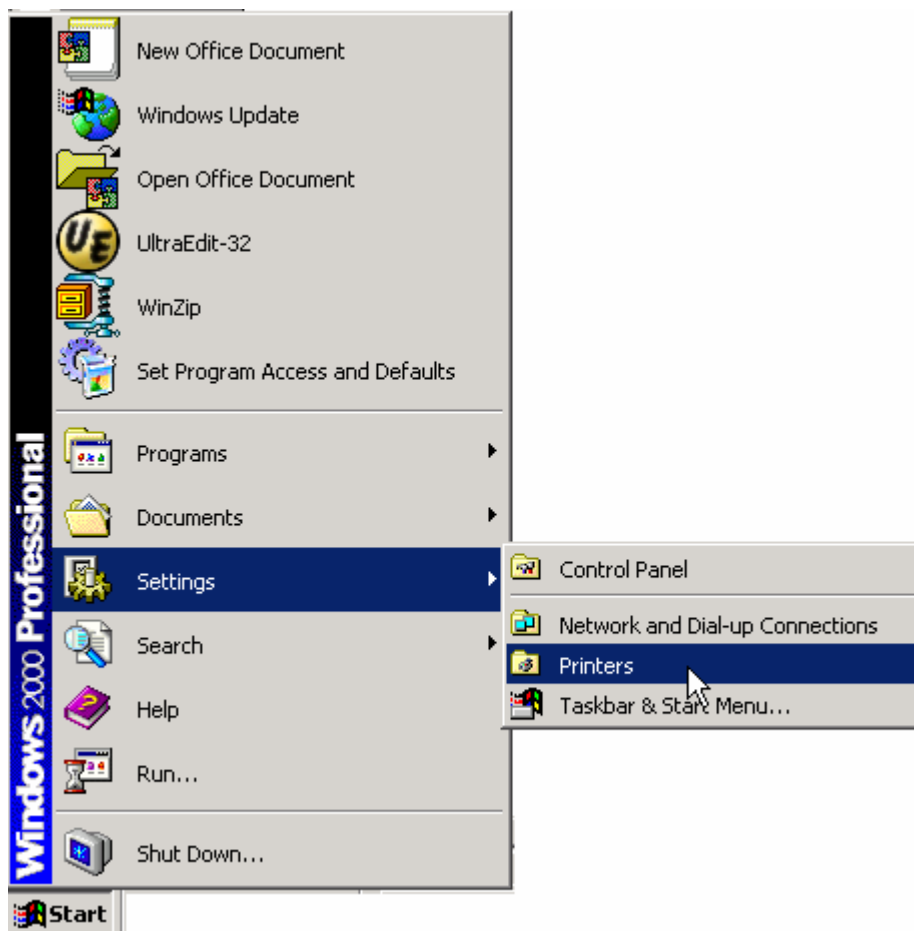
6.1 Network Printer Service Configuration

To configure network printer service, make sure the printer is connected to Post Genie™. Enter administration page, go to Network Settings and select Network Printer Service Configuration.

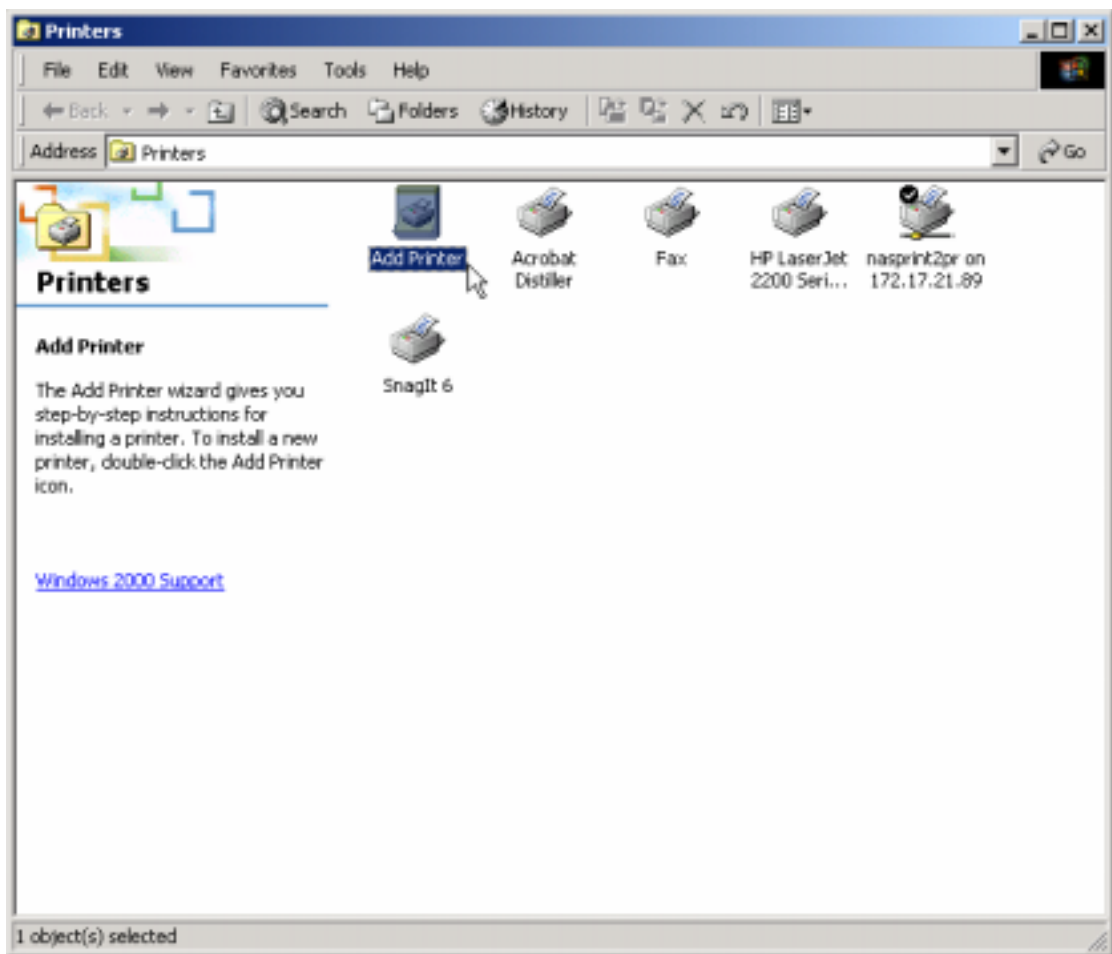
6.2 Installation of Network Printer on User's Computer

When network printer service is enabled, you have to install the printer on the computer. Follow the steps below to complete the installation if you are using Windows 98 or Windows ME.

1. Click **Start**, select Printers from Settings.



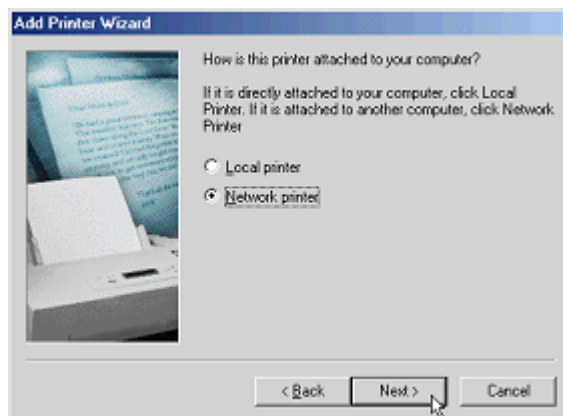
2. Click **Add Printer**.



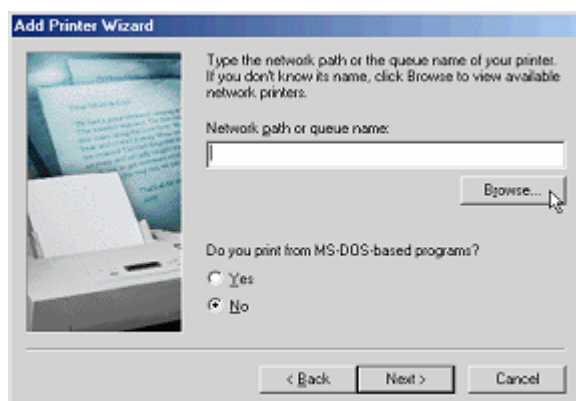
3. Follow the steps of Add Printer Wizard to install the printer.



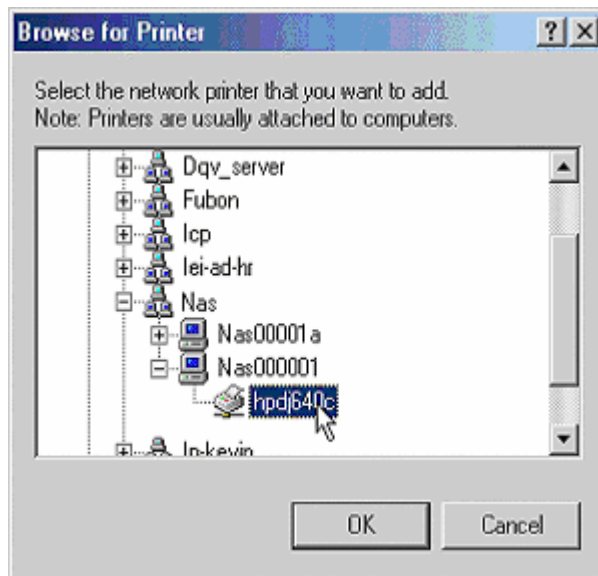
4. Select Network printer and click **Next**.



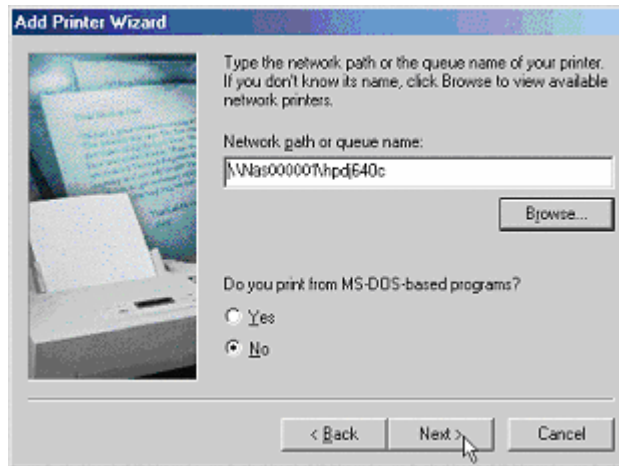
5. Enter the directory for network printer and proceed to step 7. Or click **Next** to browse and select the printer. Or click **Browse** to find the printer.



6. Select the printer connected to Post Genie™. Click **OK** to confirm.



7. Verify the network path and click **Next** to continue.



8. You will be asked to install the driver for your network printer. Follow the steps instructed and enter the printer name. When you have finished, click **Finish**.



Chapter 7 Post Genie™ Maintenance

Post Genie™ is specially designed to run 24 hours, 7 days and protected against system crash caused by power loss. Read the following sections for better maintenance of your server.

7.1 Restart / Shutdown Post Genie™

To restart or shut down the Post Genie™, follow the steps below:

1. Ask all active users to save the files they are working on and disconnect from the server.
2. Enter the administration page, select Restart/Shutdown in System Tools.

To avoid potential loss of data, back up your mails and configuration settings periodically.

7.2 Reset the Administrator Password & Network Settings

In case that you forget the administrator password, you will have to reset the password and network configuration to factory default. To reset the settings,

1. Press the configuration reset switch at the back of Post Genie™ with a pointed object, e.g. a pen. Hold on for five seconds until you hear a beep sound. The configuration will then be successfully reset.
2. Connect to the server via web browser. Login with the default user name and password.

User Name: postmaster (or administrator)

Password: admin



Note: If the configuration reset switch is disabled in the System Tools—Hardware Settings page, you will no longer be able to use this function. Therefore, it is always recommended that you keep the administrator password safely.

7.3 Disk Failure or Malfunction

In case of disk failure or malfunction, you can:

1. Record all abnormal events or logs for technician's reference.
2. Stop the operation of Post Genie™ and turn it off.
3. Contact technical support or customer service.



Note: Do not try to repair Post Genie™ on your own in case of system malfunction. Always contact the technical support for repairing the server.

7.4 Power Outage or Abnormal Shutdown

In case of power outage or abnormal shutdown of Post Genie™, the system will resume to the state before the shutdown after being restarted. If the server is not operating normally, follow the steps below:

1. If the system configuration setting is lost, manually reset the configuration.
2. If the system is operating abnormally or shows error messages, contact technical support.

To prevent similar incidents from happening again, always follow the steps described in the section **Restart / Shutdown Post Genie™** to restart or shut down the server.

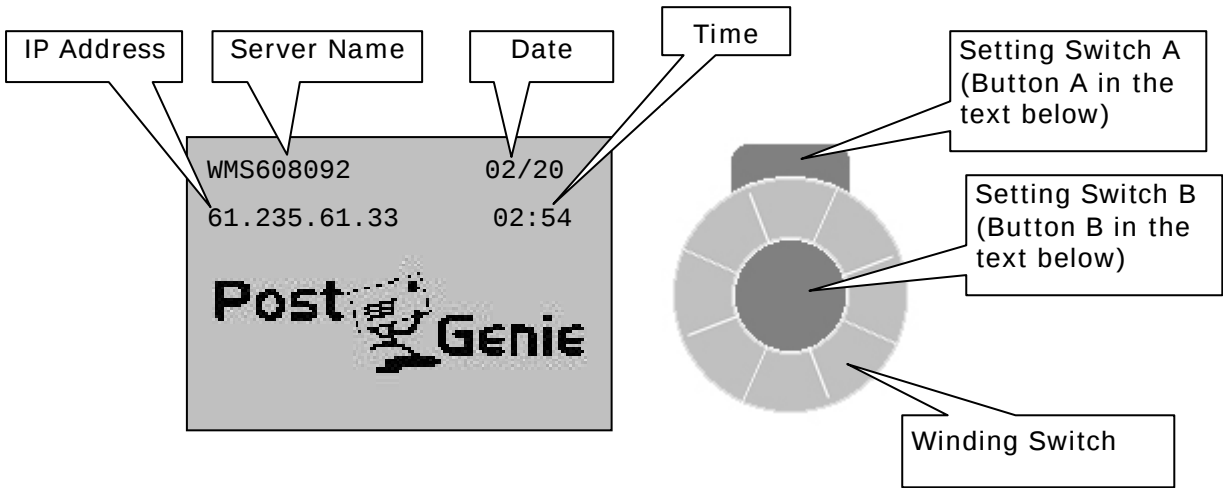


Note: Always remember to backup your system configuration periodically to avoid any potential data loss.

Appendix A LCD Panel

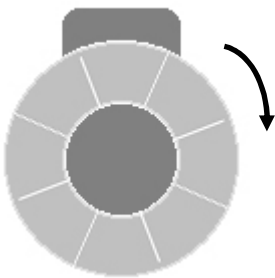
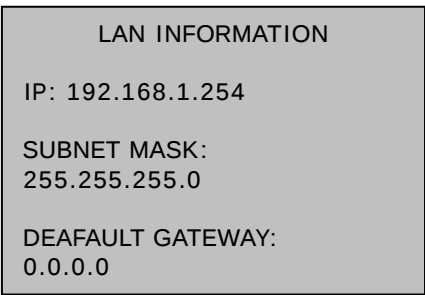
Displayed Information

When Post Genie™ is turned on, the LCD panel will display the following information:



Viewing IP Address, System and Disk Information

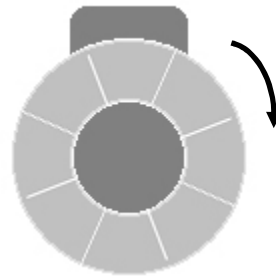
Turn the winding switch clockwise to view the IP address, subnet mask and default gateway. The IP address displayed is that of Post Genie™ with LAN. Therefore, enter this IP address in the web browser and you will be able to access the server.



Turn the winding switch in the same direction again and you will see the following information:

DISK INFORMATION

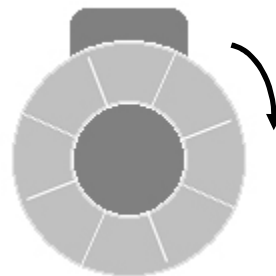
NUMBER: 2
TOTAL: 76333 MB
FREE: 74452 MB
TYPE: STRIPING
STATUS: READY



SYSTEM INFORMATION

MODEL: WMS2208R

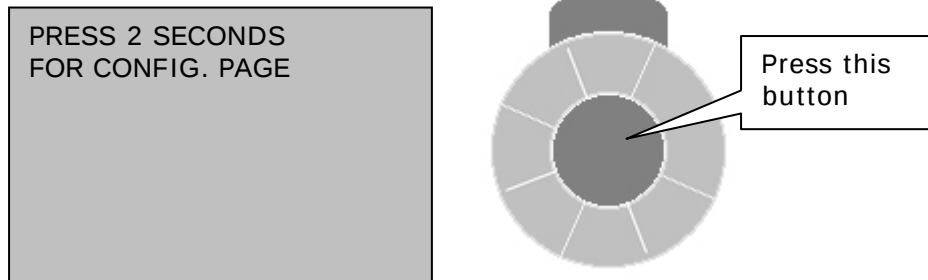
VERSION:
1.00 BUILD 0306



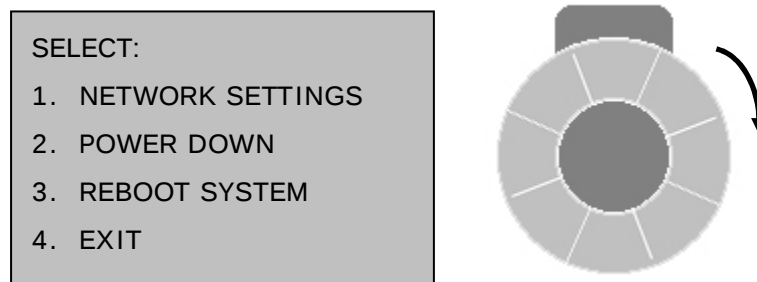
System Settings

To enter System Settings,

1. Press button B for two seconds.



2. Turn the winding switch clockwise and select the options.



Network Settings

Enter Network Settings and there are three options available for selection:

1. DHCP

To obtain IP address automatically.

2. STATIC IP

Turn the winding switch and press the button to enter the value for IP Address, Subnet Mask, or Default Gateway.

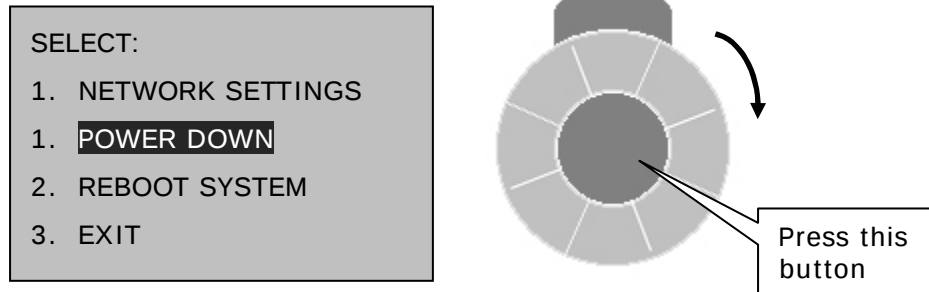
You can also choose Select Static IP. Select YES to enter RESTART SYSTEM page or NO to return to NETWORK SETTINGS page. When YES is selected, the system will restart automatically.

3. EXIT

To return to the previous selection.

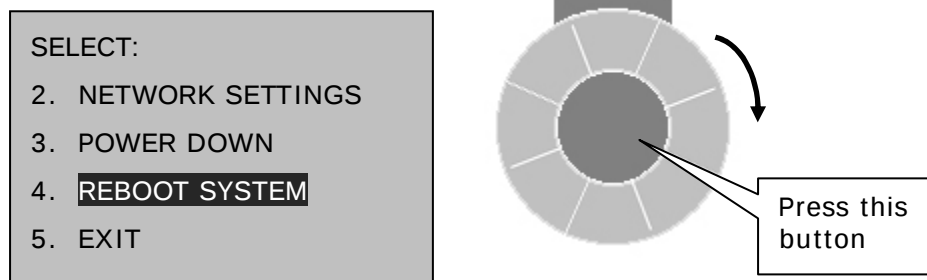
POWER DOWN

Turn the winding switch clockwise to select POWER DOWN, press button B and the system will shut down.



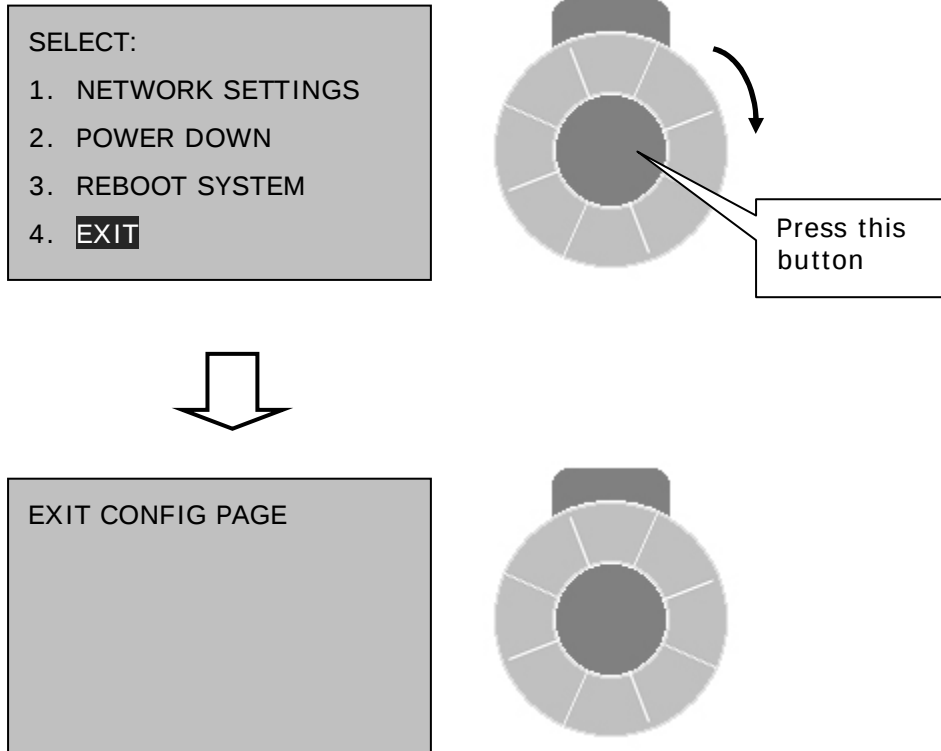
REBOOT SYSTEM

Turn the winding switch to select REBOOT SYSTEM, press button B and the system will restart.



EXIT

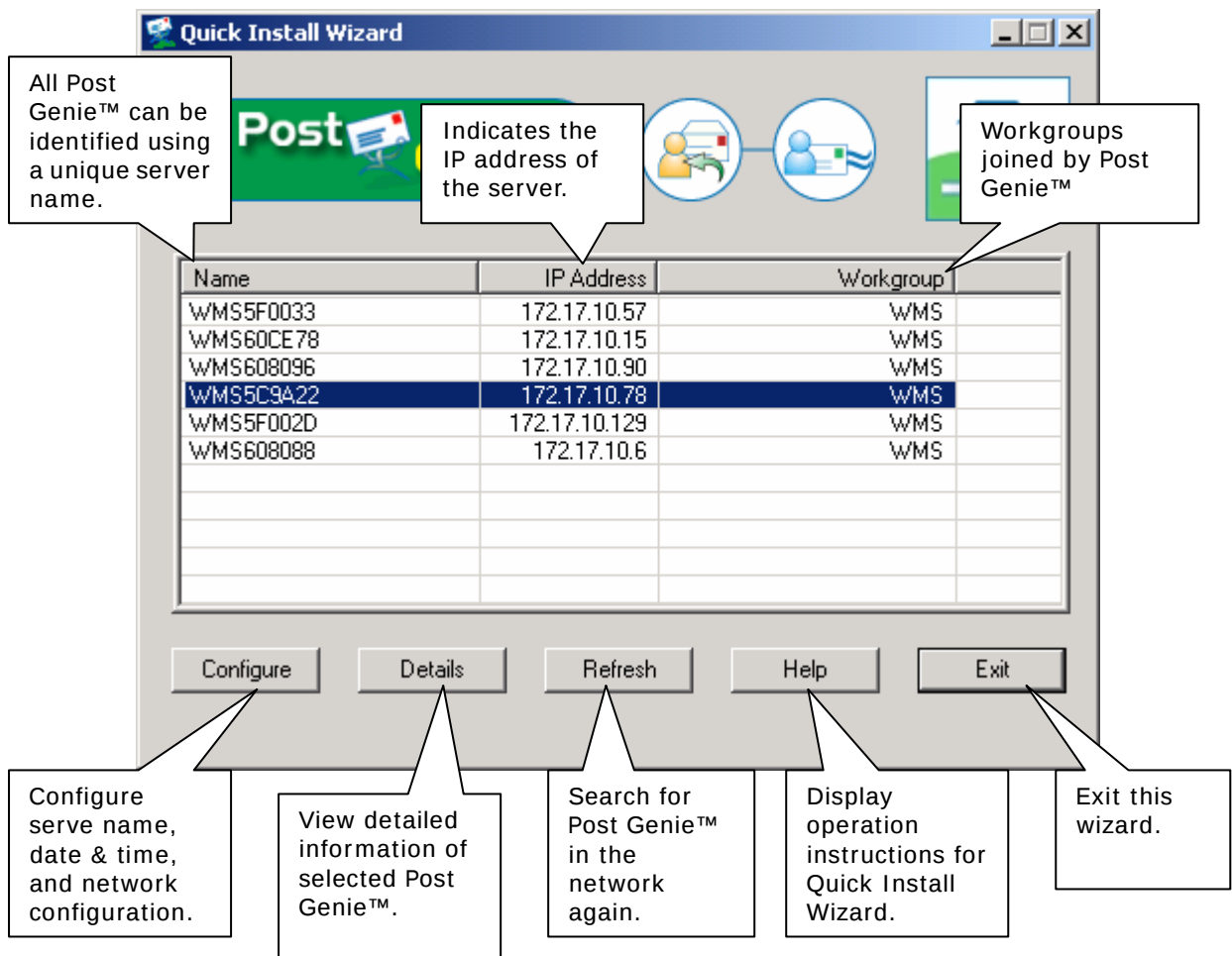
Select EXIT and press button B to exit configuration page.



Appendix B Quick Install Wizard

The Quick Install Wizard enables you to list all Post Genie™ within your local network, and display basic information such as server names and their IP address. You may also set up the server name, date and time etc. for Post Genie™ by this program.

Screenshots



Operation Help

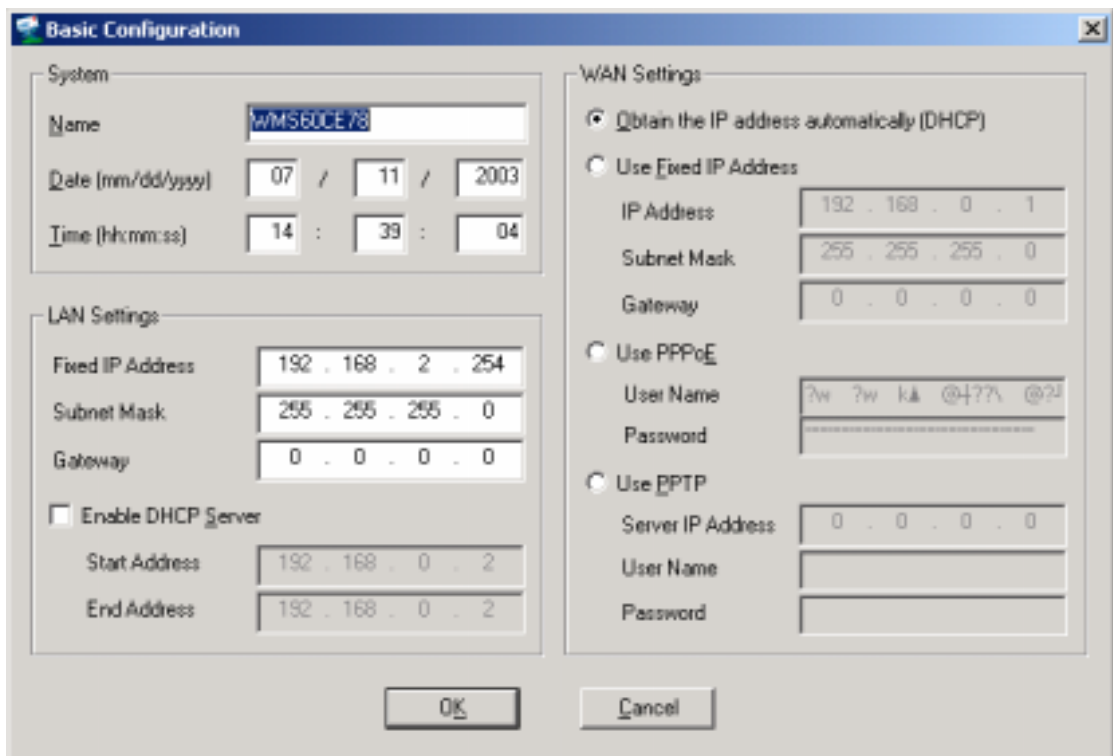
1. Setting up Post Genie™

Select a Post Genie™ you want to configure, and then click on the Configure button. An authentication window will be shown. Enter the administrator name and password, and then click **OK**.



The Administrator Login dialog box has a title bar with a close button. It contains two text input fields: "Administrator Name" with the text "postmaster" and "Administrator Password" which is empty. At the bottom are "OK" and "Cancel" buttons.

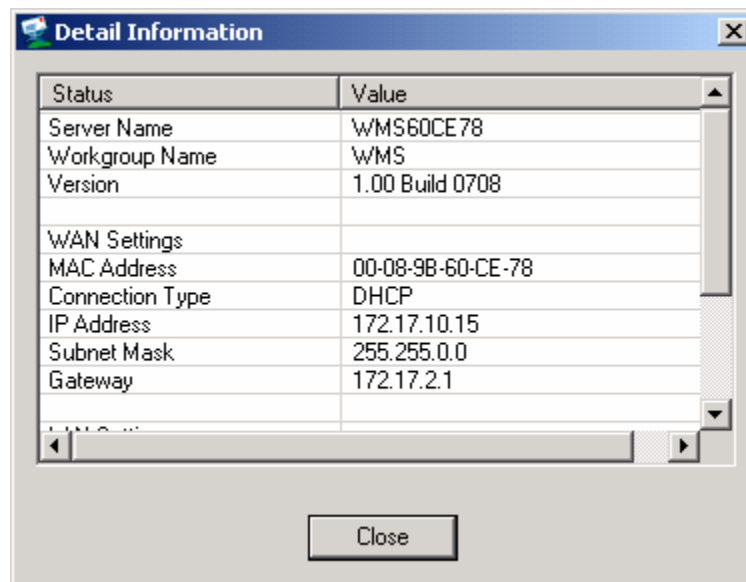
A configuration screen will be displayed showing basic configuration information of the selected server. You can change the settings of Post Genie™ and click **OK** to confirm.



The Basic Configuration dialog box is divided into several sections. The "System" section includes fields for "Name" (WMS60CE78), "Date (mm/dd/yyyy)" (07 / 11 / 2003), and "Time (hh:mm:ss)" (14 : 39 : 04). The "LAN Settings" section has fields for "Fixed IP Address" (192 . 168 . 2 . 254), "Subnet Mask" (255 . 255 . 255 . 0), "Gateway" (0 . 0 . 0 . 0), and a checkbox for "Enable DHCP Server" which is unchecked. Below the checkbox are fields for "Start Address" (192 . 168 . 0 . 2) and "End Address" (192 . 168 . 0 . 2). The "WAN Settings" section has three radio buttons: "Obtain the IP address automatically (DHCP)" (selected), "Use Fixed IP Address", and "Use PPPoE". Under "Use Fixed IP Address" are fields for "IP Address" (192 . 168 . 0 . 1), "Subnet Mask" (255 . 255 . 255 . 0), and "Gateway" (0 . 0 . 0 . 0). Under "Use PPPoE" are fields for "User Name" (7w 7w k& @+??\ @22) and "Password". Under "Use PPTP" are fields for "Server IP Address" (0 . 0 . 0 . 0), "User Name", and "Password". At the bottom are "OK" and "Cancel" buttons.

2. Viewing detailed information of Post Genie™

To view the detailed information of a Post Genie™, select the server displayed on Quick Install Wizard list and click Details.



3. Searching for other Post Genie™ in the network

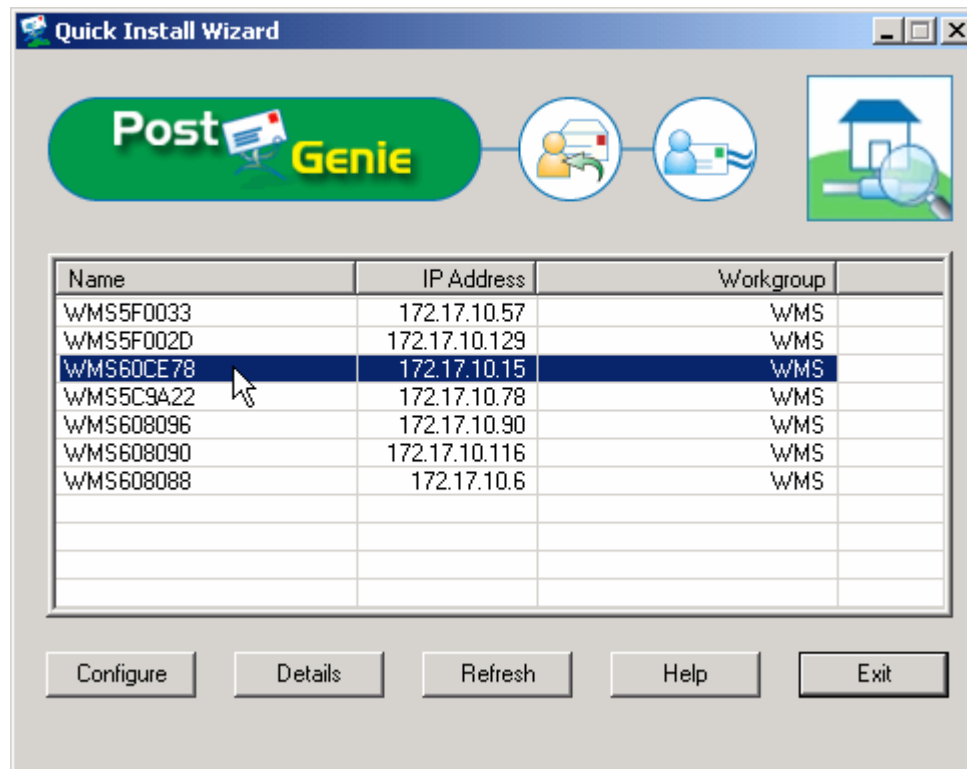
Click Refresh and the information of other Post Genie™ in the network will be displayed.

4. Displaying operation instructions

Click Help to display operation instructions for configuring Post Genie™.

5. Entering home page of Post Genie™

Double click the name of the Post Genie™ to enter the webpage for administration.



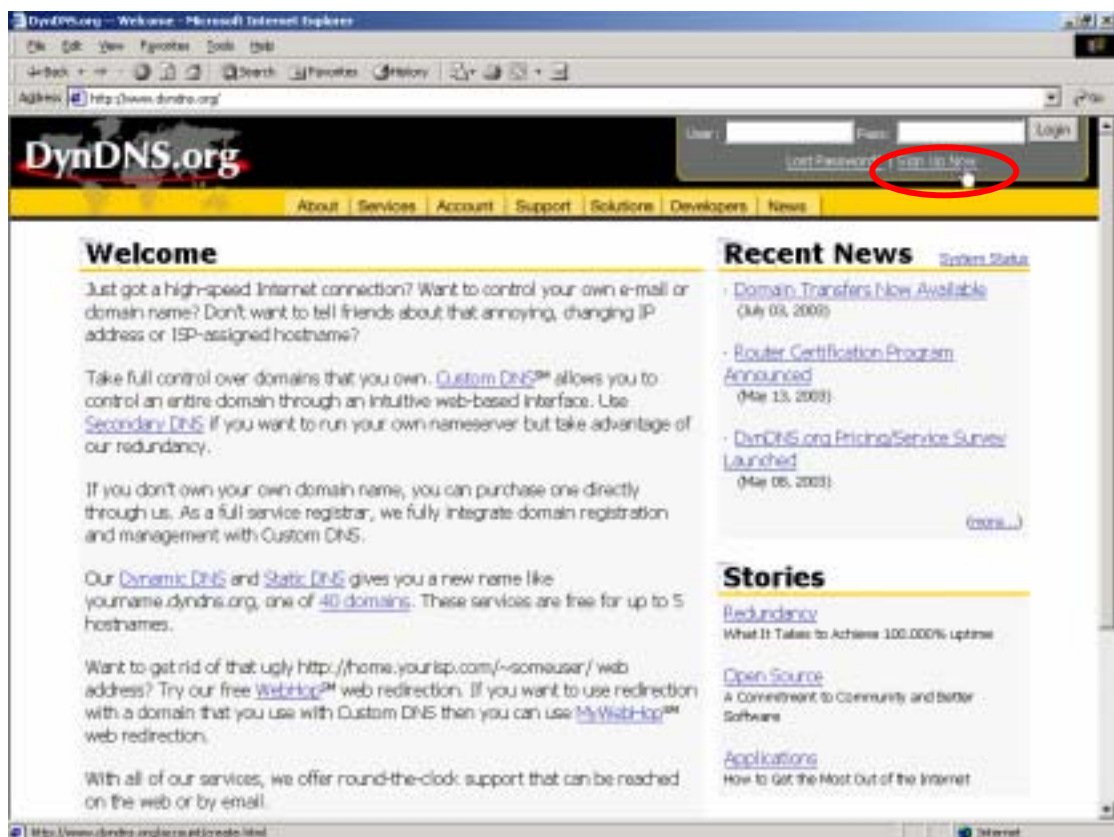
Appendix C Dynamic Domain Name Service Registration

Post Genie™ supports Dynamic Domain Name (DDNS) service provided by DynDNS. You can register a dynamic domain name from <http://www.dyndns.org>. Dynamic DNS service enables you to alias a dynamic IP address to a static host name so that users of Post Genie™ will not need to know the static IP address while they can still easily access the server from various locations on the Internet.

Dynamic DNS Service Registration

Follow the steps below to register for DNS service. Note that the information is for reference only. For the latest information for registration, refer to DynDNS.org website.

1. Go to <http://www.dyndns.org>, click Sign Up Now for registration.



2. Read the Acceptable Use Policy carefully. Check the box to agree and proceed to account registration.

DynDNS.org

User: Pass:

[Lost Password?](#) | [Sign Up Now](#)

[About](#) | [Services](#) | [Account](#) | [Support](#) | [Solutions](#) | [Developers](#) | [News](#)

[Create Account](#)
[Login](#)
[Lost Password?](#)
[Billing](#)

Create Account

Please complete the form below to create your account. You will receive an e-mail containing instructions to activate your account. If you do not follow these directions within 48 hours, you will need to recreate your account.

It is strongly recommended that you visit this page [securely](#). You are not currently visiting this page securely.

Policy Last Modified: August 14, 2023

1. ACKNOWLEDGMENT AND ACCEPTANCE OF TERMS OF SERVICE

All services provided by Dynamic DNS Network Services ("DynDNS") are provided to you (the "Reader") under the Terms and Conditions set forth in this Acceptable Use Policy ("AUP") and any other operating rules and policies set forth by DynDNS. The AUP comprises

I have read and agree to the Acceptable Use Policy above: ☒

Username:

Your username will be used to login to your account and make changes.

Username:

E-mail Address

3. Enter the user name, email address and password for registration. Click Create Account to confirm.

I have read and agree to the Acceptable Use Policy above: ☐

Username

Your username will be used to login to your account and make changes.

Username:

Email Address

The email address you enter must be valid. Instructions to activate your account will be sent to the email address provided. You must keep this address current and accounts with invalid email addresses will be removed with no warning. We do not sell our list to anyone. Read more about our [privacy policy](#).

E-Mail Address:

Confirm E-Mail Address:

Password

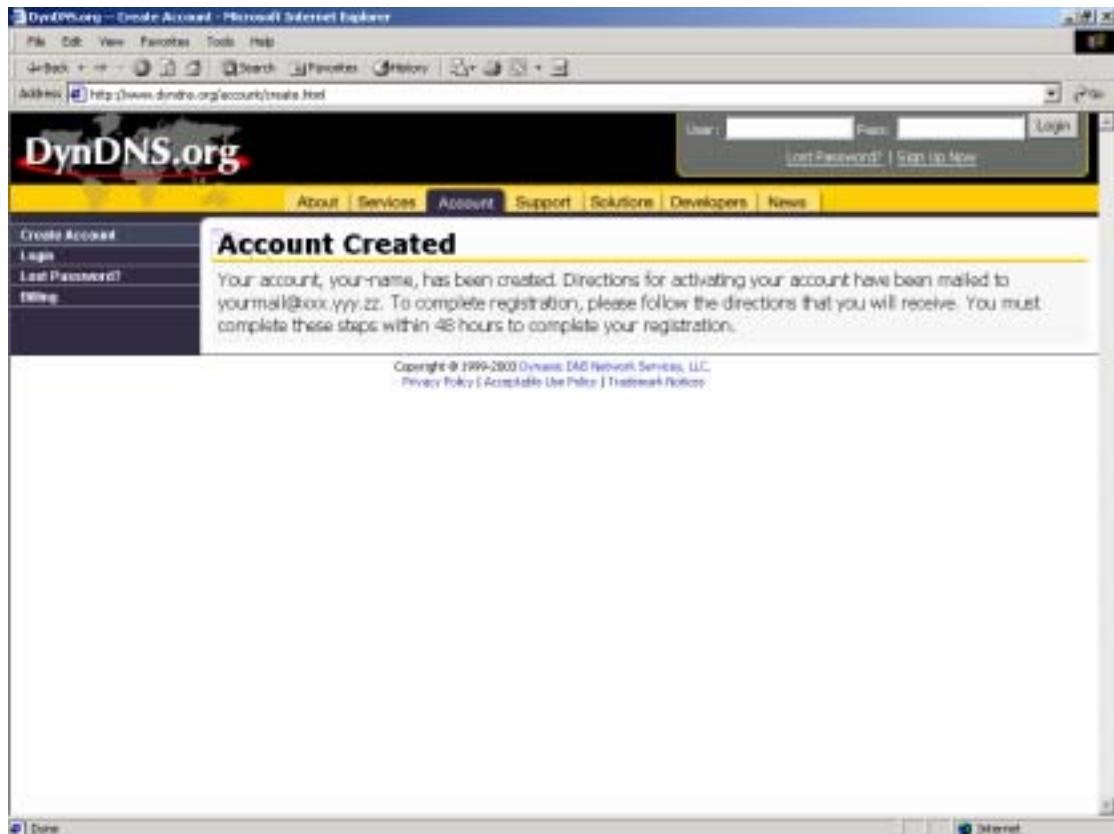
The password you enter will be used to access your account. It must be more than 5 characters and cannot be your username.

Password:

Confirm Password:

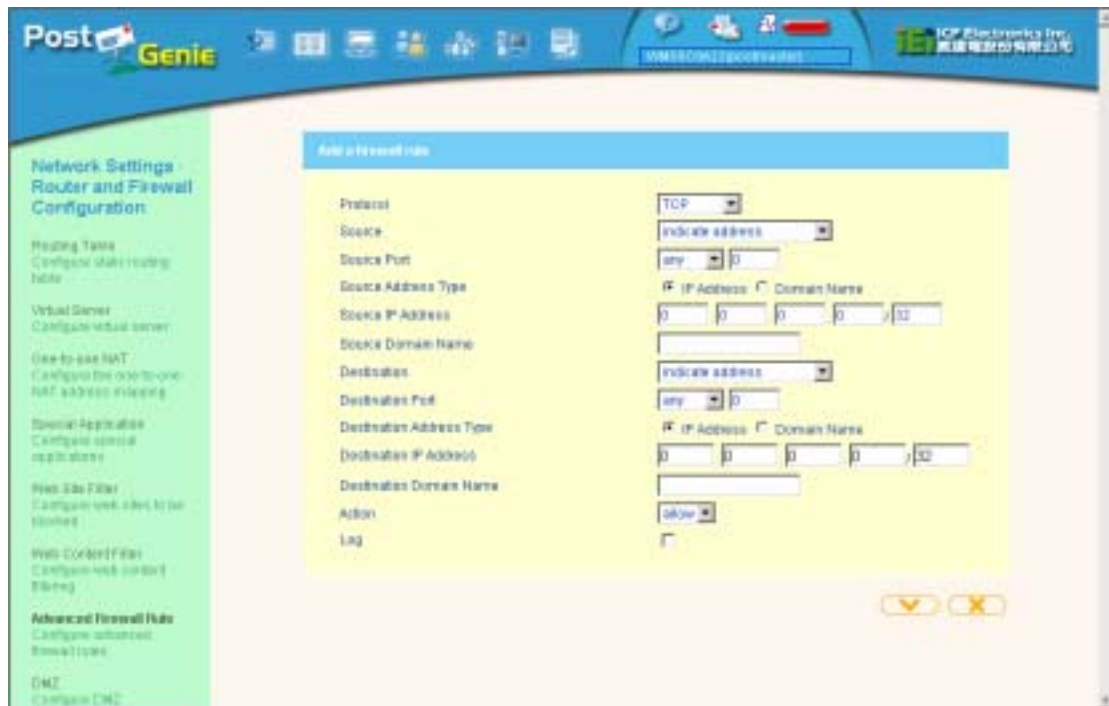
Copyright © 1999-2003 DynDNS (DNS Network Services, LLC).
[Privacy Policy](#) | [Acceptable Use Policy](#) | [Trademark Notice](#)

4. Upon successful account creation, the following screen will appear. An email will be sent to your email address and direct you to complete the registration. Once the registration is confirmed, you can start to use dynamic DNS service.



Appendix D Using Advanced Firewall

To add firewall rules for Post Genie™, go to Network Settings— Router and Firewall Configuration. For instance, allow only certain IP address within the network to be able to connect to the Internet while enabling all IP address to connect to Post Genie™, add a firewall rule in Router and Firewall Configuration.



Assume that the IP address of your Post Genie™ is 192.168.2.254 and you want to perform the following actions:

- Allow only 192.168.2.11 and 192.168.2.100 to connect to the Internet
- Prohibit the connection of other IP address within the network
- Allow all internal IP address to connect to your Post Genie™

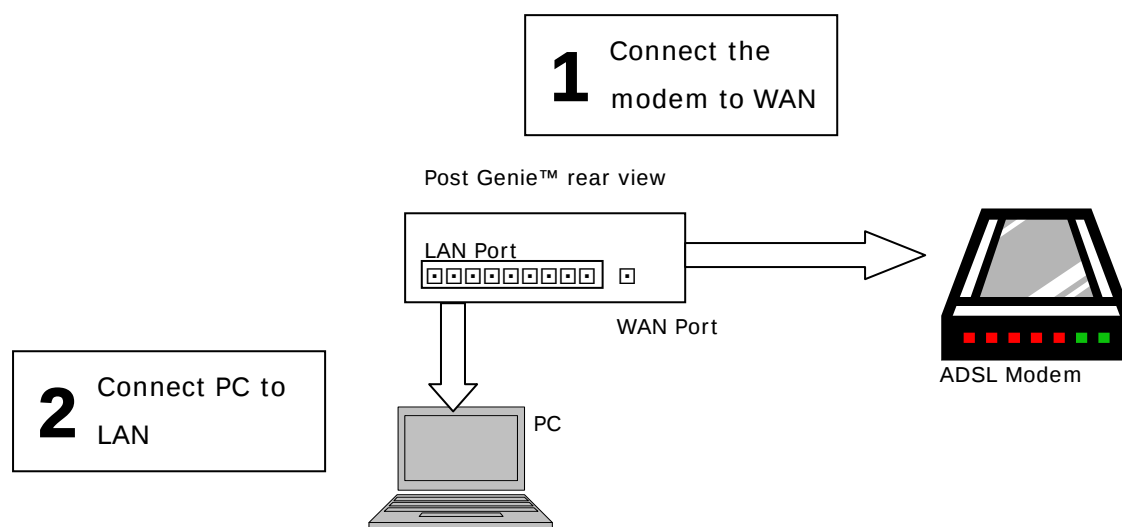
You can set the following four rules* for the firewall setting:



 **Note:** The order of firewalls will affect network configuration, to arrange the priority of the firewalls, click  to move up or  to move down.

Appendix E Installing Post Genie™ via Dynamic ADSL

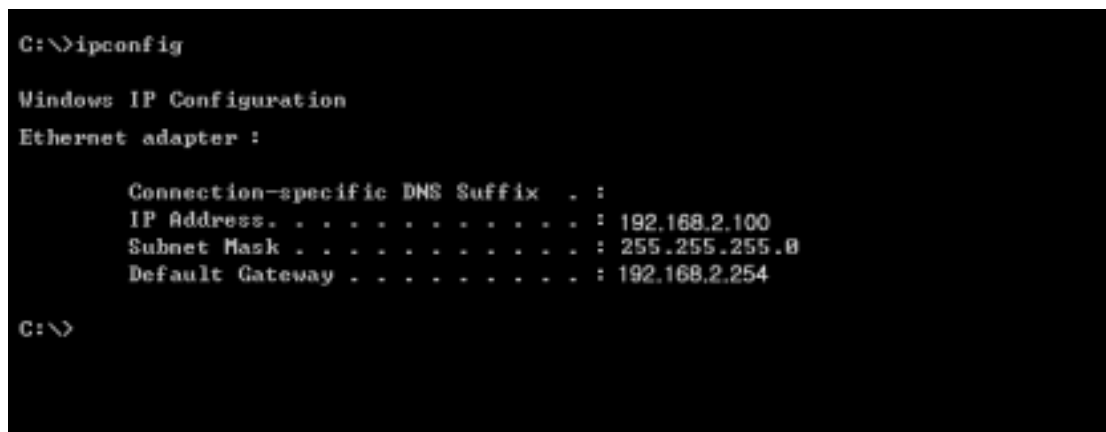
1. Hardware Installation



2. Network Configuration

- Network Setting for PC

The following example is based on Windows 2000. To check the IP configuration, click Start. Select Accessories and then Command Prompt. Enter ipconfig and press Enter. A message will appear as below:



```
C:\>ipconfig

Windows IP Configuration

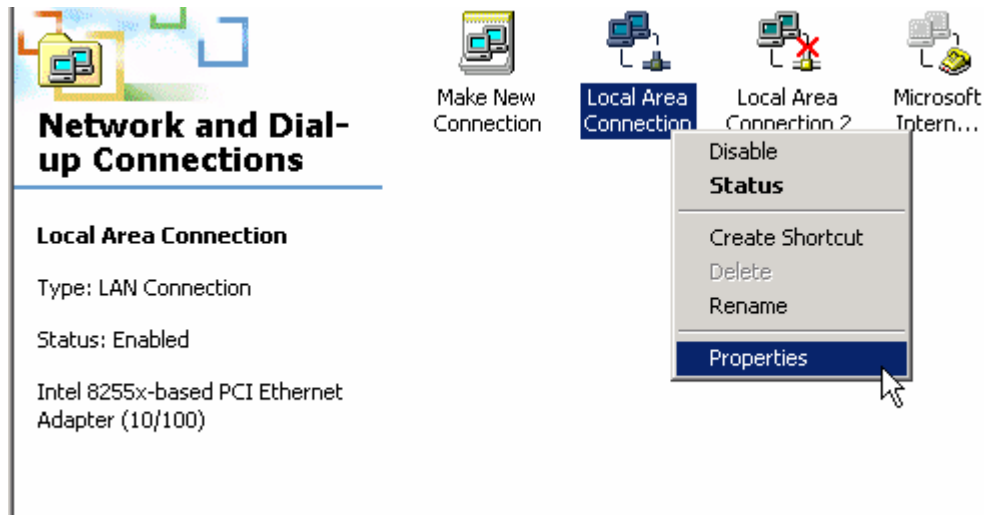
Ethernet adapter :

    Connection-specific DNS Suffix  . : 
    IP Address. . . . . : 192.168.2.100
    Subnet Mask . . . . . : 255.255.255.0
    Default Gateway . . . . . : 192.168.2.254

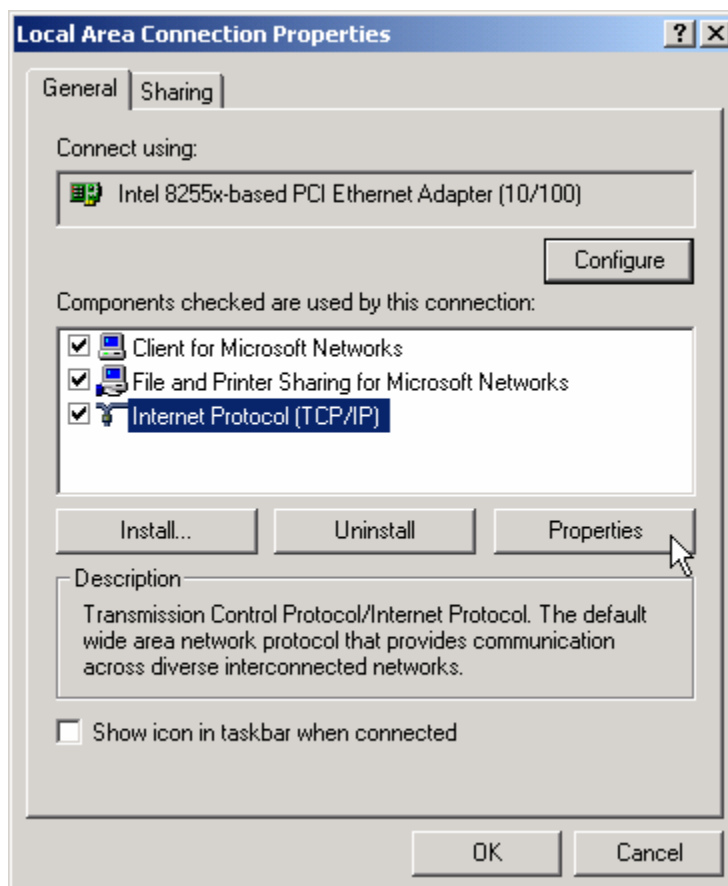
C:\>
```

If the information displayed is same as above, that means your Post Genie™ is connected to the Internet successfully. The IP address should be in the range of 192.168.2.100~200. The IP address of Subnet Mask should be 255.255.255.0 and that of Default Gateway should be 192.168.2.254. If the IP addresses acquired do not match the above setting, enter ipconfig/release. Then enter ipconfig/renew. If the setting still does not match, configure the network setting of the PC. It is recommended to use DHCP setting to acquire IP address.

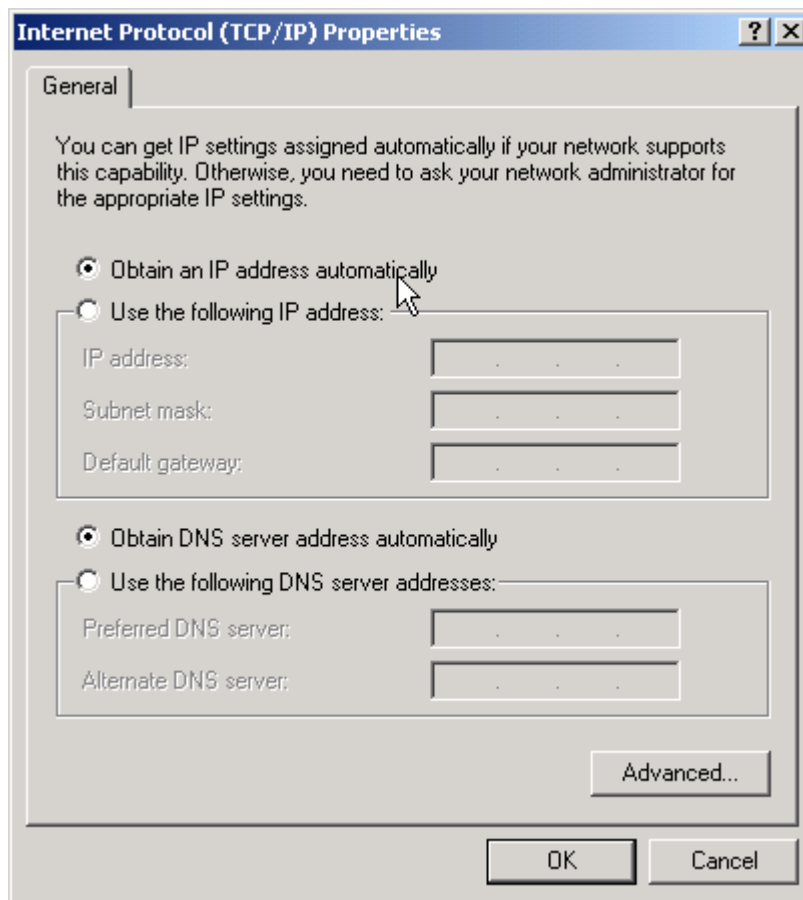
To enable DHCP setting, click Start. In Control Panel, select Network and Dial-up Connections. Right click an appropriate network interface and select Properties.



Highlight Internet Protocol (TCP/IP), and then click Properties. If you have two or more network interface cards, select the proper one.



Select Obtain IP address automatically and Obtain DNS server address automatically. Click OK to confirm.



When the setting is completed, open the web browser and enter 192.168.2.254 to access Post Genie™.



- WAN Setting for Post Genie™

- i. Click Login. Enter the user name and password. Then click OK. The default user name and password are:

User Name: **postmaster** (or **administrator**)

Password: **admin**



Enter Network Password

Please type your user name and password.

Site: 172.17.10.7

Realm: .

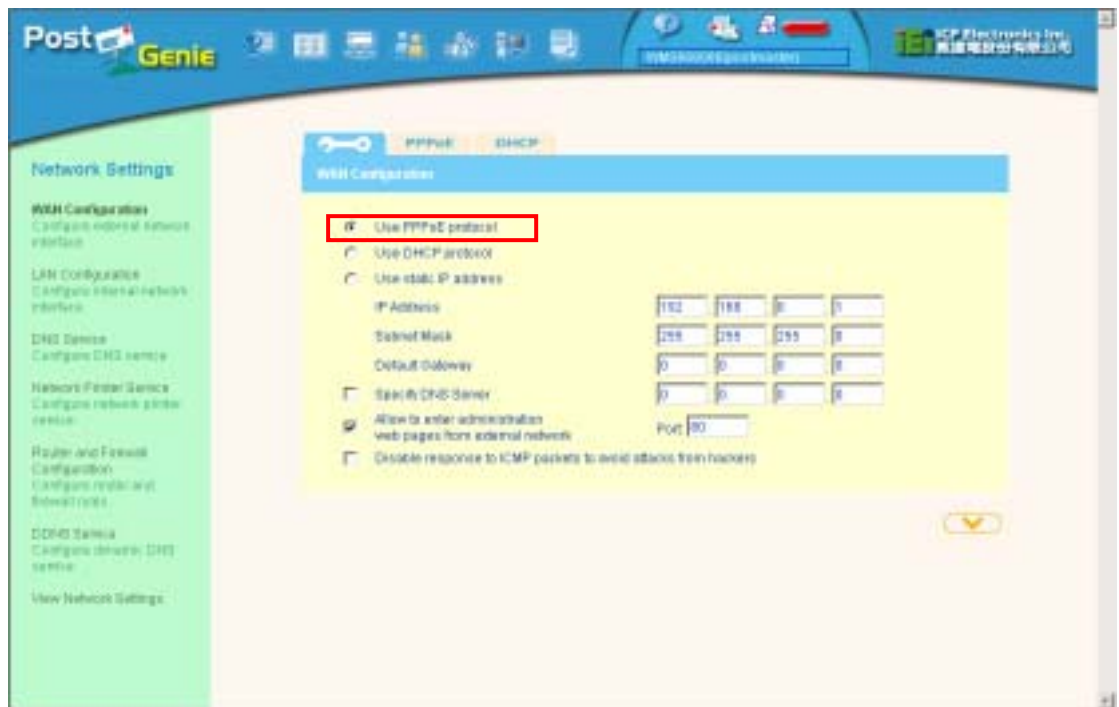
User Name: postmaster

Password: xxxxx

☐ Save this password in your password list

OK Cancel

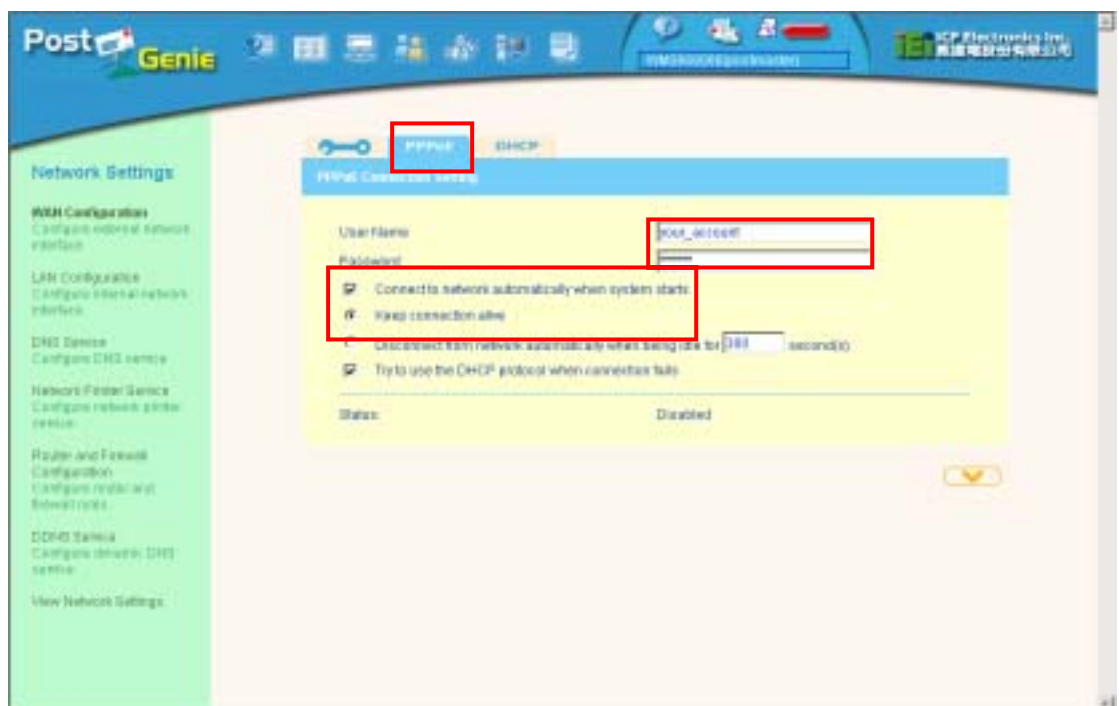
- ii. Enter Network Settings—WAN Configuration. Click Use PPPoE protocol.



- iii. Click PPPoE. Enter the user name and password provided by your ADSL service provider. Check the box **Connect to network automatically when system starts** and click **Keep connection alive**. Then click



to confirm.



3. DDNS Registration

When using Post Genie™ via dynamic ADSL, you have register dynamic domain name service (DDNS) to assign Post Genie™ to the dynamic IP address. Post Genie™ supports dynamic domain names registered from the following four DDNS providers that provide free DDNS registration.

<http://www.dyndns.org/>

<http://update.ods.org/>

<http://www.dhs.org/>

<http://www.dyns.cx/>

The following example is based on DynDns (<http://www.dyndns.org/>). Please refer to the websites for the most updated information for registration.

Steps to register DDNS:

- i. Go to <http://www.dyndns.org/>. Click **Sign Up Now**.



- ii. Read the service policy and click **I have read and agree to the Acceptable Use Policy Above**. Enter an email address for the service provider to send you account information. Enter and confirm your password. Then click **Create Account**.

I have read and agree to the Acceptable Use Policy above: ☒

Username

Your username will be used to login to your account and make changes.

Username:

E-mail Address

The e-mail address you enter must be valid. Instructions to activate your account will be sent to the e-mail address provided. You must keep this address current and accounts with invalid e-mail addresses will be removed with no warning. We do not sell our list to anyone. Read more about our [privacy policy](#).

E-Mail Address:

Confirm E-Mail Address:

Password

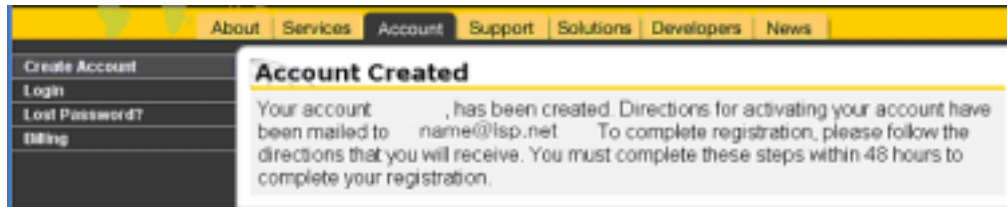
The password you enter will be used to access your account. It must be more than 5 characters and cannot be your username.

Password:

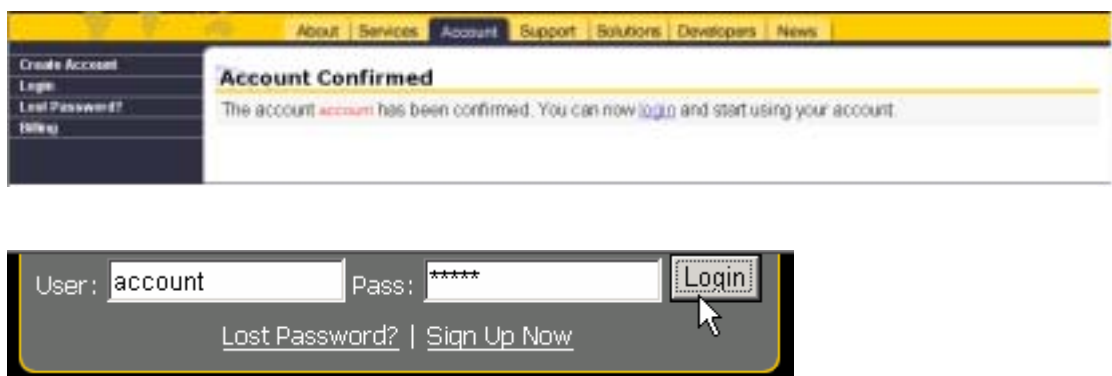
Confirm Password:

Copyright © 1999-2003 Dynamic DNS Network Services, LLC.
[Privacy Policy](#) | [Acceptable Use Policy](#) | [Trademark Notices](#)

- iii. The following screen will be shown when you have completed the registration. An email titled **Your Account Information** will be sent to your email address. Click the link in the email to confirm your registration.



- iv. When you have confirmed your account, login to the system.



- v. Go to Dynamic DNS in Services section. Then click Add A Host.



- vi. Enter your own domain name and select a domain from the drop-down menu. Complete other information and click Add Host.

New Dynamic DNS Host

Hostname: dnsalias.com ▼
For your own domain (eg: yourname.com), use [Custom DNS](#).

IP Address:

Enable Wildcard: ☐

Mail Exchanger (optional): ☐ Backup MX?

- vii. A screen like below will be shown upon successful registration.

Hostname Created

The hostname you have requested has been created. The information now in the database and DNS system is:

Hostname:	yourdomain.dnsalias.org
IP Address:	61.30.80.236
Wildcard:	N
Mail Exchanger:	None
Backup MXC:	N



Note: There is no restriction on the location where you register your domain name. Follow the instructions on the websites to register and/or pay for the domain name service.

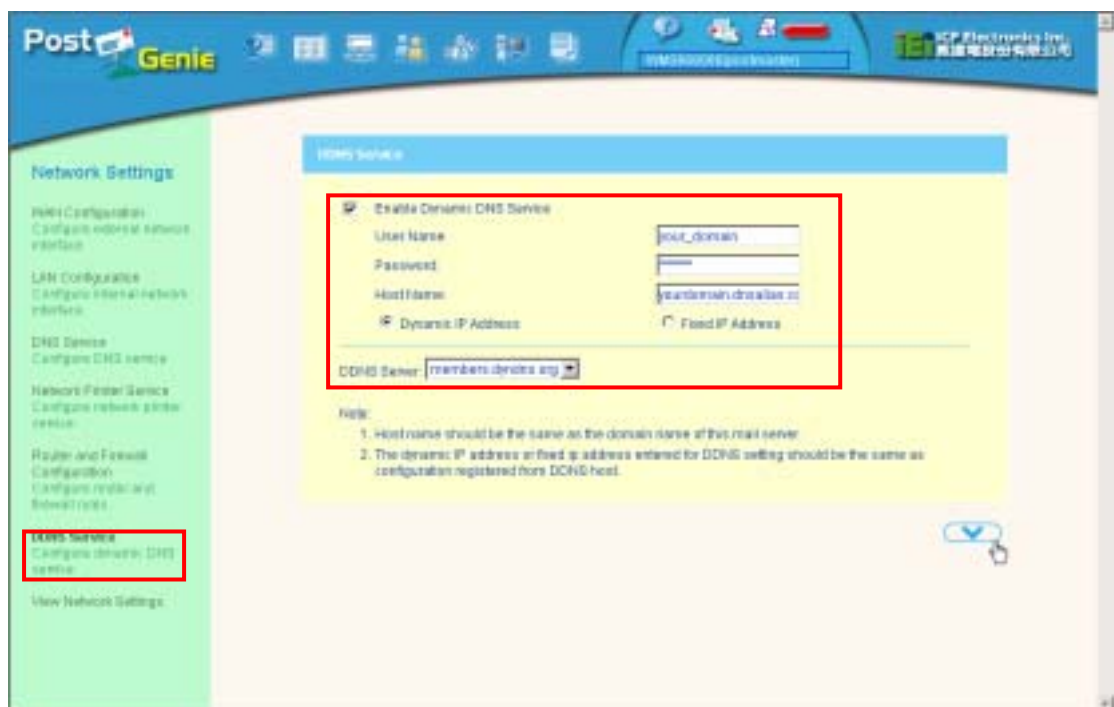
4. Mail Service Configuration

When dynamic domain name is in use, complete the following four steps after logging in to Post Genie™ to configure mail service:

- Set dynamic service domain name
- Configure DNS setting
- Enable mail service
- Create users

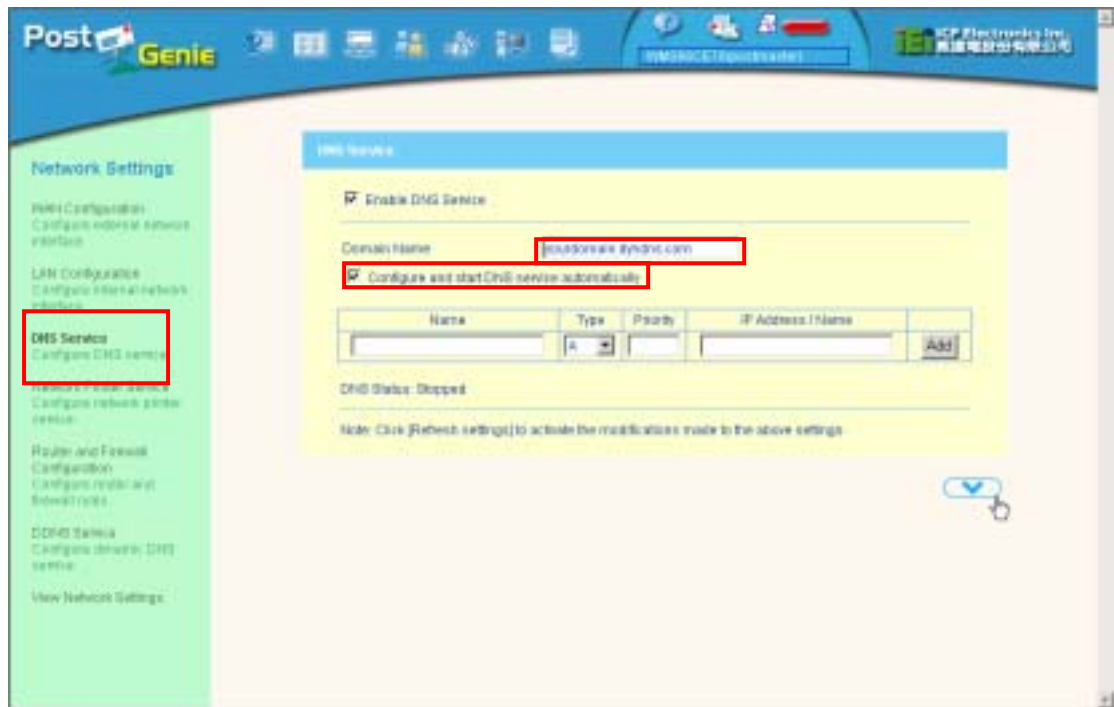
- **Set dynamic domain name**

Go to DDNS Service in Network Settings to enable dynamic DNS service if your domain name is registered from DDNS provider. Click **Enable Dynamic DNS Service**. Enter the user name, password and host name. Then click **Dynamic IP Address**. Select members.dyndns.org as the DDNS Server and click .



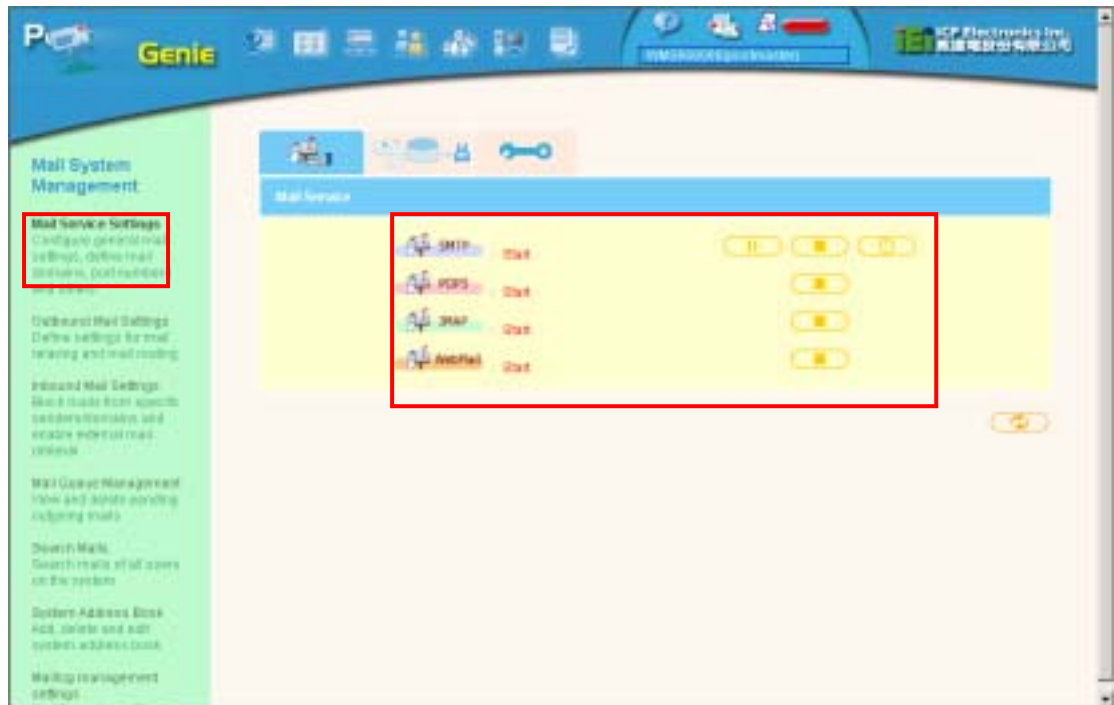
- **Configure DNS Setting**

To configure DNS setting, go to Network Settings— DNS Service. Enable DNS service. Enter the domain name and check the box **Configure and start DNS service automatically**. Then click  to save the setting.



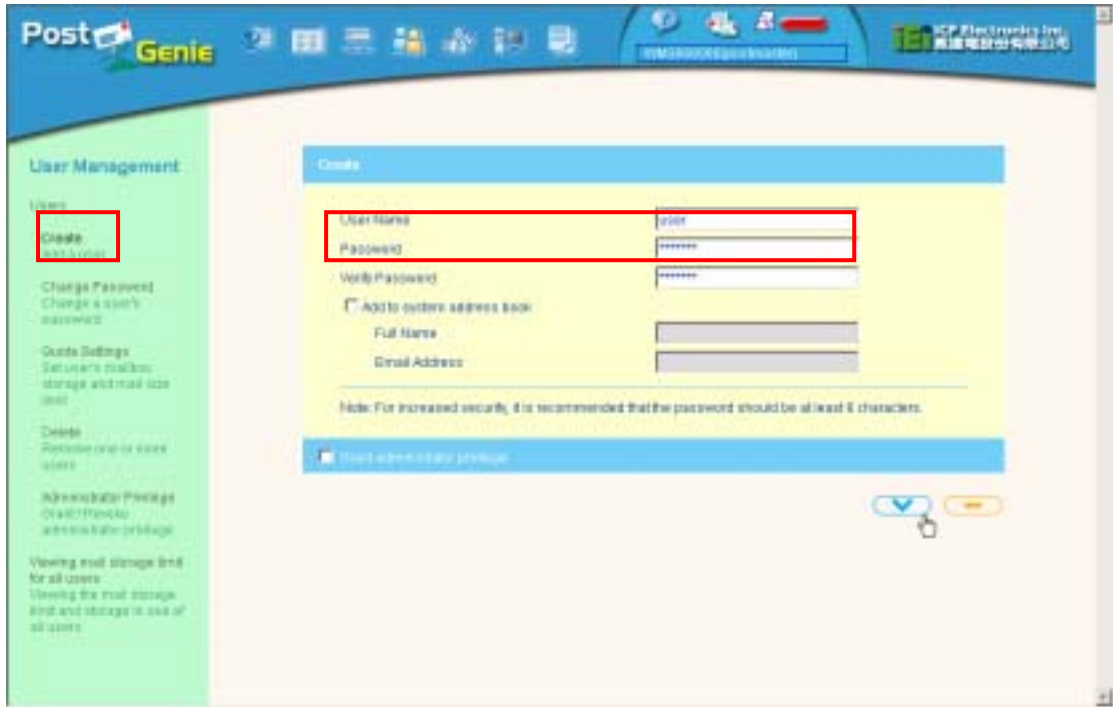
- **Enable Mail Service**

Go to Mail Service section in Mail Service Settings and enable the mail services.



- **Create Users**

Go to User Management and click **Create**. Enter the user name and password for the user. Then click  to add the user.



User Management

Create
Add User

Change Password
Change a user's password

Quota Settings
Set user's mailbox storage and mail size limit

Delete
Remove one or more users

Administrator Privilege
Grant/Revoke administrator privilege

Viewing mail storage limit for all users
Viewing the mail storage limit and storage in use of all users

Create

User Name:

Password:

Verify Password:

☐ Add to system address book

Full Name:

Email Address:

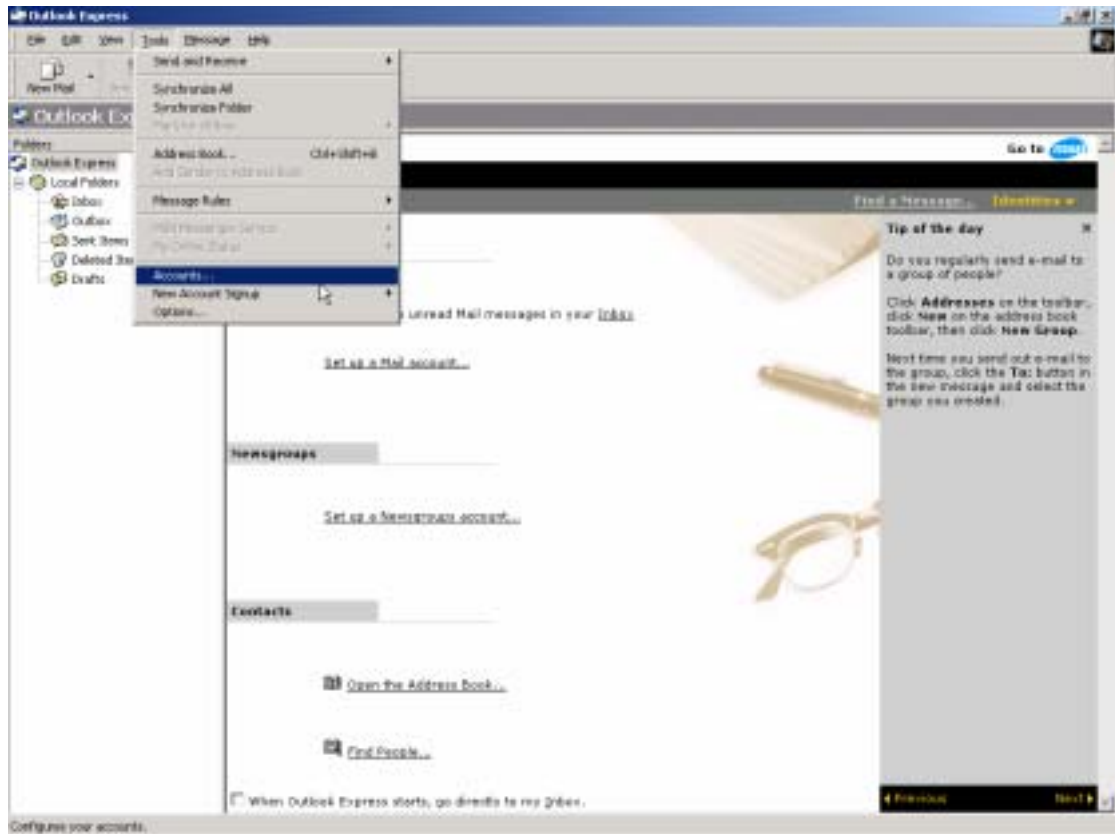
Note: For increased security, it is recommended that the password should be at least 8 characters.

☐ Grant administrator privilege

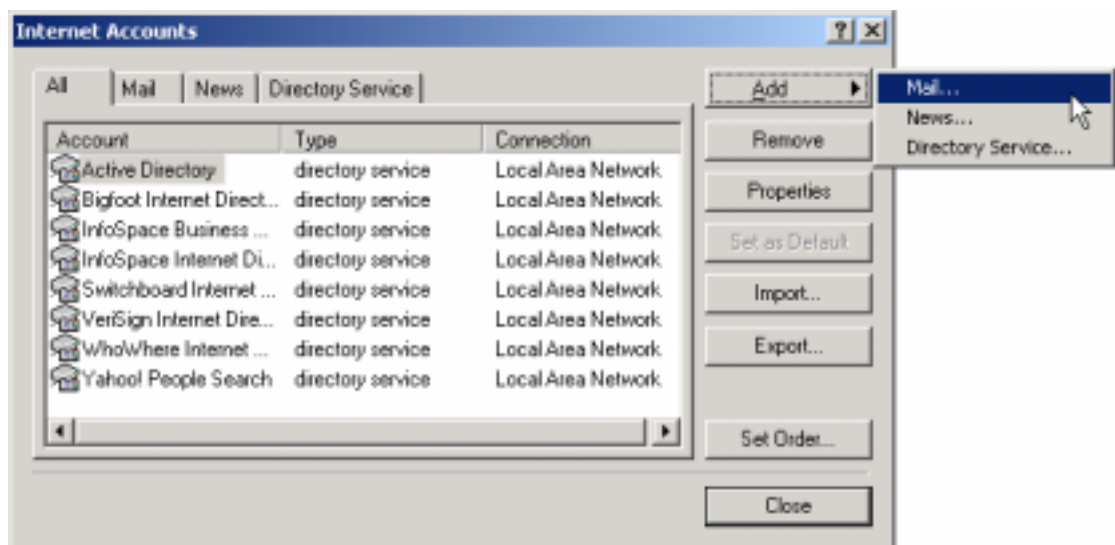
 

5. Configuring Account via Outlook Express

- i. Start Outlook Express. Click Tools—Accounts.



- ii. Click Add and Mail.



iii. Enter the display name for your outgoing mail. Then click Next.



The screenshot shows a window titled "Internet Connection Wizard" with a close button in the top right corner. Below the title bar is a section labeled "Your Name" with a question mark icon. The main area contains the following text: "When you send e-mail, your name will appear in the From field of the outgoing message. Type your name as you would like it to appear." Below this is a label "Display name:" followed by a text input field containing "your_account". Underneath the input field is the text "For example: John Smith". At the bottom of the window are three buttons: "< Back", "Next >", and "Cancel".

Internet Connection Wizard

Your Name

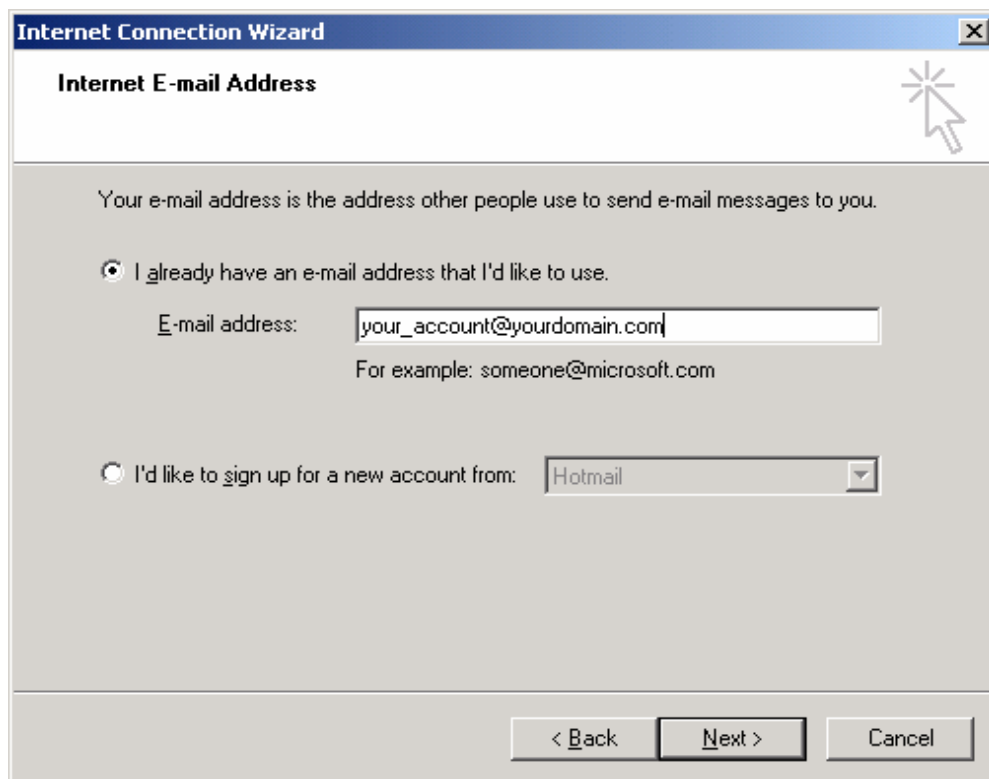
When you send e-mail, your name will appear in the From field of the outgoing message.
Type your name as you would like it to appear.

Display name:

For example: John Smith

< Back Next > Cancel

- iv. Enter the email address, which is the same as the one entered for creating a new user of Post Genie™. Then click Next.



The screenshot shows a Windows-style dialog box titled "Internet Connection Wizard" with a sub-header "Internet E-mail Address". The main text reads: "Your e-mail address is the address other people use to send e-mail messages to you." There are two radio button options. The first option, "I already have an e-mail address that I'd like to use.", is selected. Below it is a text field labeled "E-mail address:" containing the placeholder text "your_account@yourdomain.com". A small example text "For example: someone@microsoft.com" is shown below the text field. The second option, "I'd like to sign up for a new account from:", is unselected. Below it is a dropdown menu currently showing "Hotmail". At the bottom of the dialog are three buttons: "< Back", "Next >", and "Cancel". A mouse cursor is visible in the top right corner of the dialog box.

Internet Connection Wizard

Internet E-mail Address

Your e-mail address is the address other people use to send e-mail messages to you.

☒ I already have an e-mail address that I'd like to use.

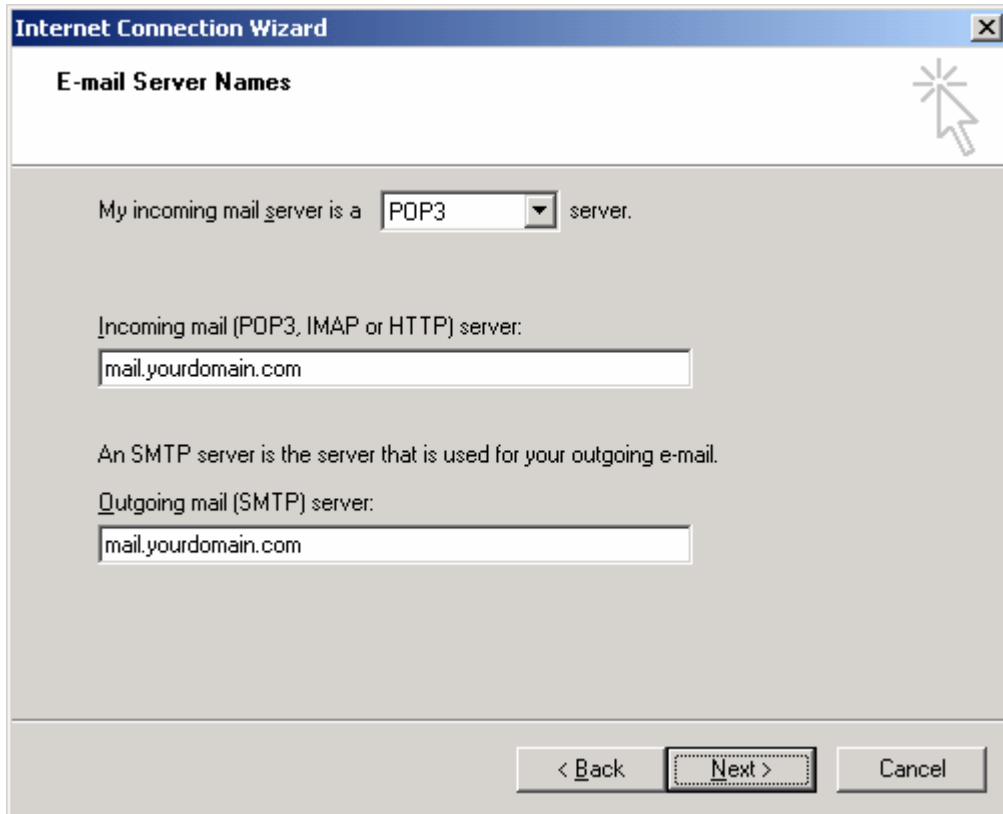
E-mail address:

For example: someone@microsoft.com

☐ I'd like to sign up for a new account from:

< Back Next > Cancel

- v. Enter incoming and outgoing mail servers. The mail servers should match with the domain name entered in step ii. Then click Next.



The screenshot shows a Windows-style dialog box titled "Internet Connection Wizard" with a sub-header "E-mail Server Names". The dialog is used for configuring email server settings. It contains a dropdown menu for the incoming mail server type, which is currently set to "POP3". Below this, there are two text input fields, both containing the placeholder text "mail.yourdomain.com". The first field is labeled "Incoming mail (POP3, IMAP or HTTP) server:" and the second is labeled "Outgoing mail (SMTP) server:". At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel". The "Next >" button is highlighted with a dashed border, indicating it is the recommended action. A mouse cursor is visible in the top right corner of the dialog, pointing towards the "Next >" button.

Internet Connection Wizard

E-mail Server Names

My incoming mail server is a **POP3** server.

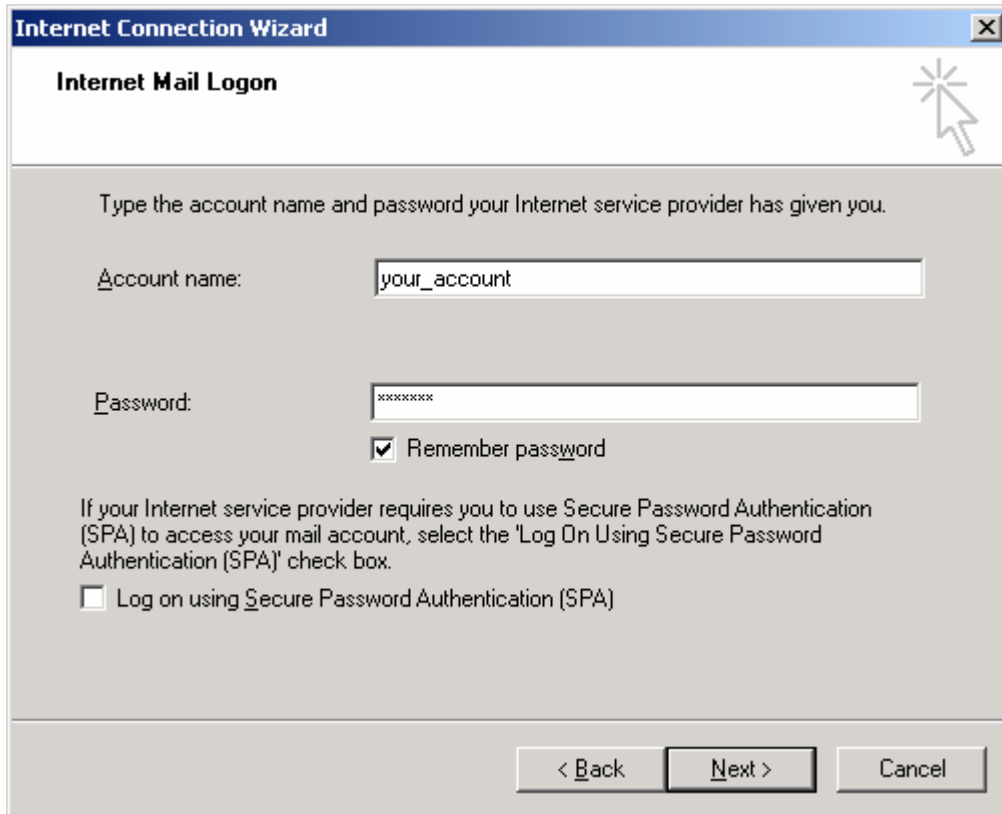
Incoming mail (POP3, IMAP or HTTP) server:
mail.yourdomain.com

An SMTP server is the server that is used for your outgoing e-mail.

Outgoing mail (SMTP) server:
mail.yourdomain.com

< Back **Next >** Cancel

- vi. Enter the user name and password formerly created for Post Genie™.
Click Next to proceed.



The dialog box is titled "Internet Connection Wizard" with a subtitle "Internet Mail Logon". It contains instructions to enter account details. The "Account name" field is filled with "your_account". The "Password" field is filled with "xxxxxxx". The "Remember password" checkbox is checked. There is a section for "Secure Password Authentication (SPA)" with an unchecked checkbox labeled "Log on using Secure Password Authentication (SPA)". At the bottom are buttons for "< Back", "Next >", and "Cancel".

Type the account name and password your Internet service provider has given you.

Account name:

Password:

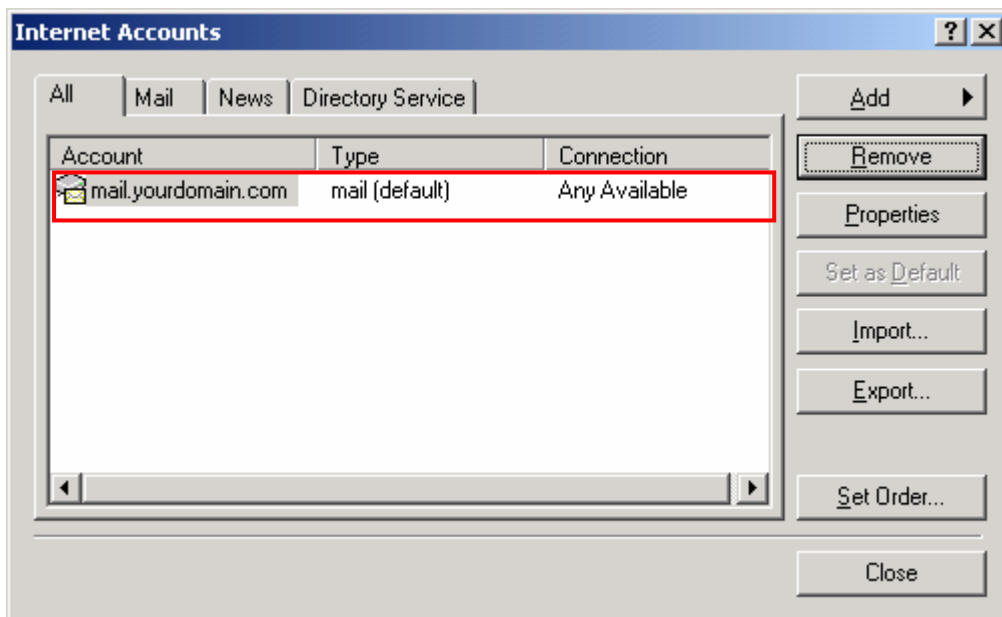
☒ Remember password

If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box.

☐ Log on using Secure Password Authentication (SPA)

< Back Next > Cancel

- vii. When you have finished all steps. You can start to use the mail service.



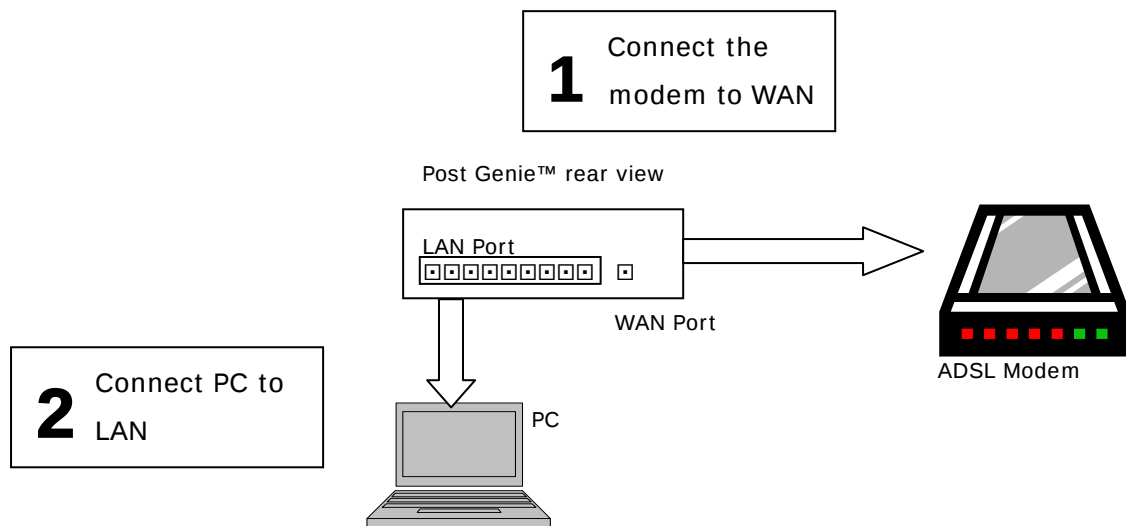
The dialog box is titled "Internet Accounts". It has tabs for "All", "Mail", "News", and "Directory Service". The "Mail" tab is selected. A table lists the accounts, with the first row highlighted by a red border:

Account	Type	Connection
 mail.yourdomain.com	mail (default)	Any Available

On the right side, there are buttons: "Add", "Remove", "Properties", "Set as Default", "Import...", "Export...", "Set Order...", and "Close".

Appendix F Installing Post Genie™ via Static IP ADSL

1. Hardware Installation



2. Network Configuration

- Network Setting for PC

The following example is based on Windows 2000. To check the IP configuration, click Start. Select Accessories and then Command Prompt. Enter ipconfig and press Enter. A message will appear as below:

```
C:\>ipconfig

Windows IP Configuration

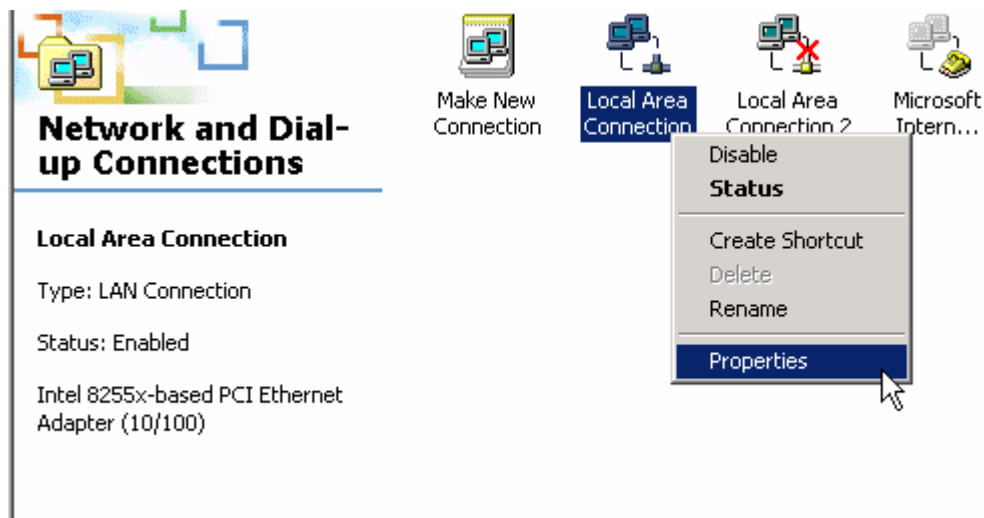
Ethernet adapter :

    Connection-specific DNS Suffix  . : 
    IP Address. . . . . : 192.168.2.100
    Subnet Mask . . . . . : 255.255.255.0
    Default Gateway . . . . . : 192.168.2.254

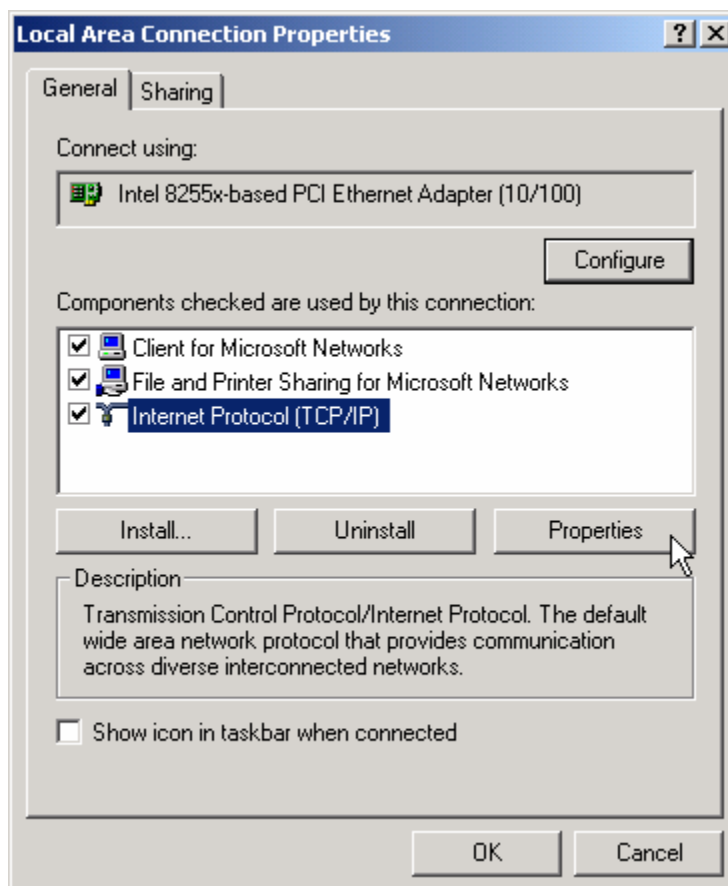
C:\>
```

If the information displayed is same as above, that means your Post Genie™ is connected to the Internet successfully. The IP address should be in the range of 192.168.2.100~200. The IP address of Subnet Mask should be 255.255.255.0 and that of Default Gateway should be 192.168.2.254. If the IP addresses acquired do not match the above setting, enter ipconfig/release. Then enter ipconfig/renew. If the setting still does not match, configure the network setting of the PC. It is recommended to use DHCP setting to acquire IP address.

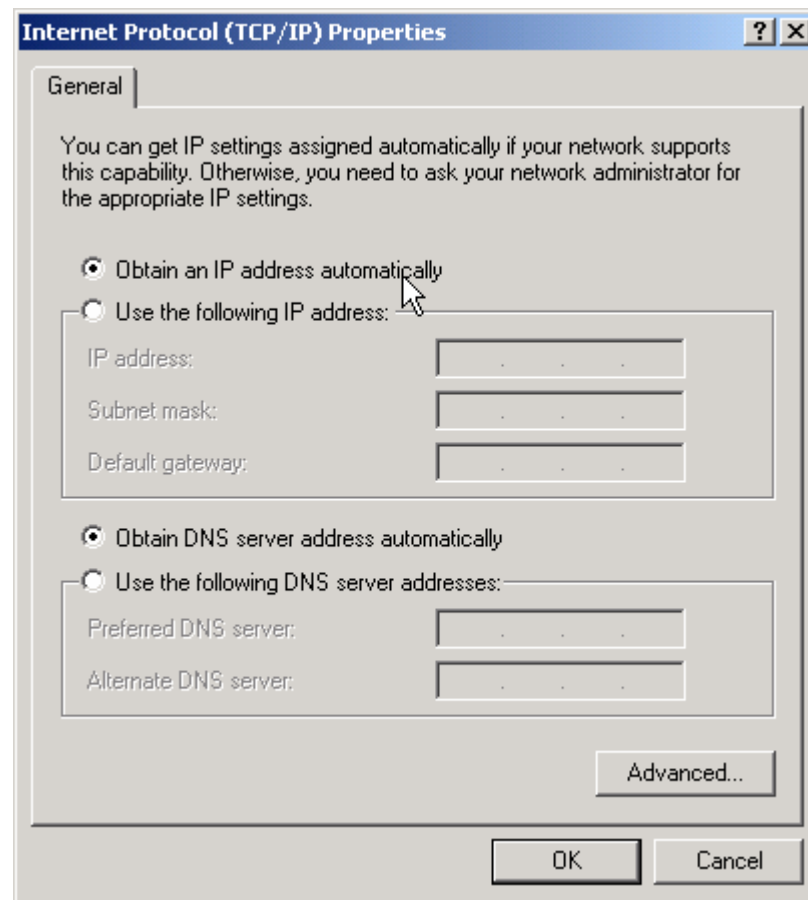
To enable DHCP setting, click Start. In Control Panel, select Network and Dial-up Connections. Right click an appropriate network interface and select Properties.



Highlight Internet Protocol (TCP/IP), and then click Properties. If you have two or more network interface cards, select the proper one.



Select Obtain IP address automatically and Obtain DNS server address automatically. Click OK to confirm.



When the setting is completed, open the web browser and enter 192.168.2.254 to access the Post Genie™.

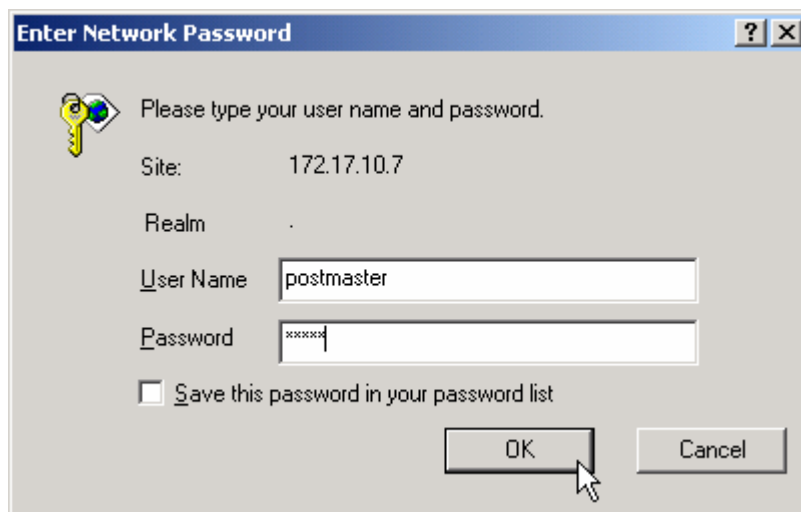


- WAN Setting for Post Genie™

Click Login. Enter the user name and password. Then click OK. The default user name and password are:

User Name: **postmaster** (or **administrator**)

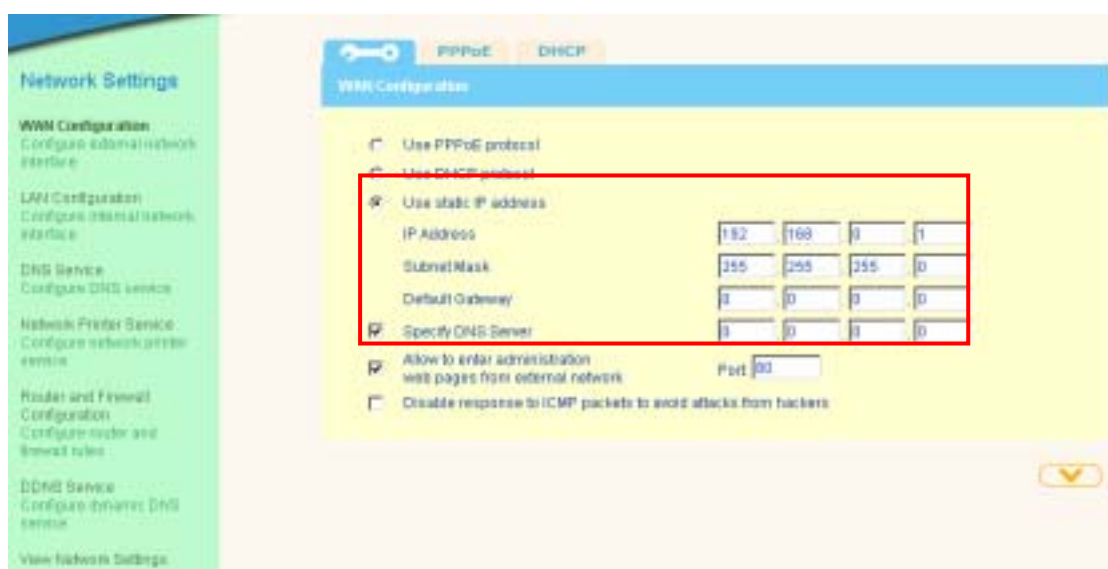
Password: **admin**



The dialog box titled "Enter Network Password" contains the following fields and controls:

- Site: 172.17.10.7
- Realm: .
- User Name: postmaster
- Password: xxxxx
- ☐ Save this password in your password list
- OK button (with a mouse cursor pointing to it)
- Cancel button

Enter Network Settings—WAN Configuration. Select Use static IP address and enter the IP addresses provided by your ISP for all fields. Click  to confirm.



The WAN Configuration screen shows the following settings:

- ☐ Use PPPoE protocol
- ☐ Use DHCP protocol
- ☒ Use static IP address
 - IP Address: 192.168.0.1
 - Subnet Mask: 255.255.255.0
 - Default Gateway: 0.0.0.0
 - Specify DNS Server: 0.0.0.0
- ☒ Allow to enter administration web pages from external network Port 80
- ☐ Disable response to ICMP packets to avoid attacks from hackers

A red box highlights the static IP configuration section. A confirm button is visible at the bottom right.

3. Domain Configuration

Register a domain name from a domain service provider for domain configuration. You may have to pay for the domain name or register a free dynamic domain name. There are two types of domain name service registration: Dynamic Domain Name Service (DDNS) and Domain Name Service (DNS).

- **DDNS Registration**

Register a dynamic domain name from a DDNS provider. Post Genie™ supports dynamic domain names registered from the following four DDNS providers that provide free DDNS registration:

<http://www.dyndns.org/>

<http://update.ods.org/>

<http://www.dhs.org/>

<http://www.dyns.cx/>

The following example is based on DynDns (<http://www.dyndns.org/>).

Registration from other websites listed above should be more or less the same. Please refer to the websites for the most updated information for registration.

Steps to register DDNS:

- i. Go to <http://www.dyndns.org/>. Click **Sign Up Now**.



- ii. Read the service policy and click **I have read and agree to the Acceptable Use Policy Above.** Enter an email address for the service provider to send you account information. Enter and confirm your password. Then click **Create Account.**

I have read and agree to the Acceptable Use Policy above: ☒ R

Username

Your username will be used to login to your account and make changes.

Username:

E-mail Address

The e-mail address you enter must be valid. Instructions to activate your account will be sent to the e-mail address provided. You must keep this address current and accounts with invalid e-mail addresses will be removed with no warning. We do not sell our list to anyone. Read more about our [privacy policy](#).

E-Mail Address:

Confirm E-Mail Address:

Password

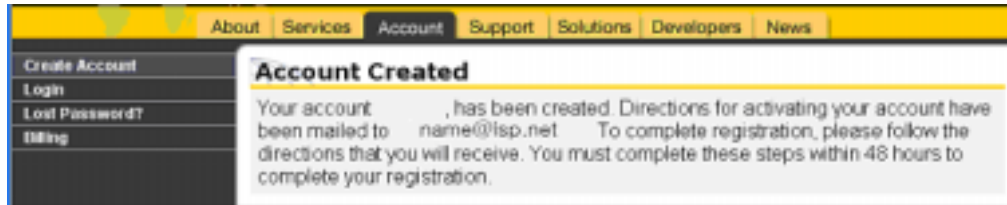
The password you enter will be used to access your account. It must be more than 5 characters and cannot be your username.

Password:

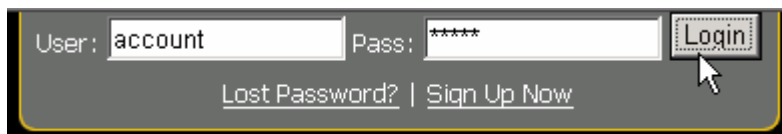
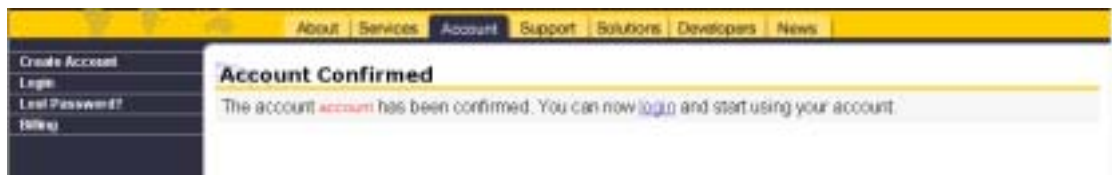
Confirm Password:

Copyright © 1999-2003 Dynamic DNS Network Services, LLC.
[Privacy Policy](#) | [Acceptable Use Policy](#) | [Trademark Notices](#)

- iii. The following screen will be shown when you have completed the registration. An email titled **Your Account Information** will be sent to your email address. Click the link in the email to confirm your registration.



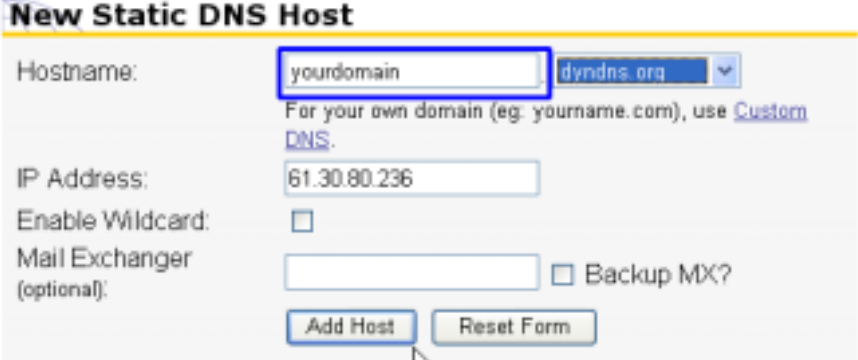
- iv. When you have confirmed your account, login to the system.



- v. Go to Static DNS in Services section. Then click Add A Host.



- vi. Enter your own domain name and select a domain from the drop-down menu. Complete other information and click Add Host.



New Static DNS Host

Hostname: dyndns.org ▼
For your own domain (eg: yourname.com), use [Custom DNS](#).

IP Address:

Enable Wildcard: ☐

Mail Exchanger (optional): ☐ Backup MX?

- vii. A screen like below will be shown upon successful registration.



Hostname Created

The hostname you have requested has been created. The information now in the database and DNS system is:

Hostname:

IP Address: 61.30.80.236

Wildcard: N

Mail Exchanger: None

Backup MX: N

- **DNS Registration**

If you are using static IP address for Internet access, you can register a domain name by:

1. Contacting your ISP for information, or
2. Registering a domain name from InterNIC at www.internic.net

To register DNS service, go to www.internic.net. Follow the instructions on the website and complete the registration.



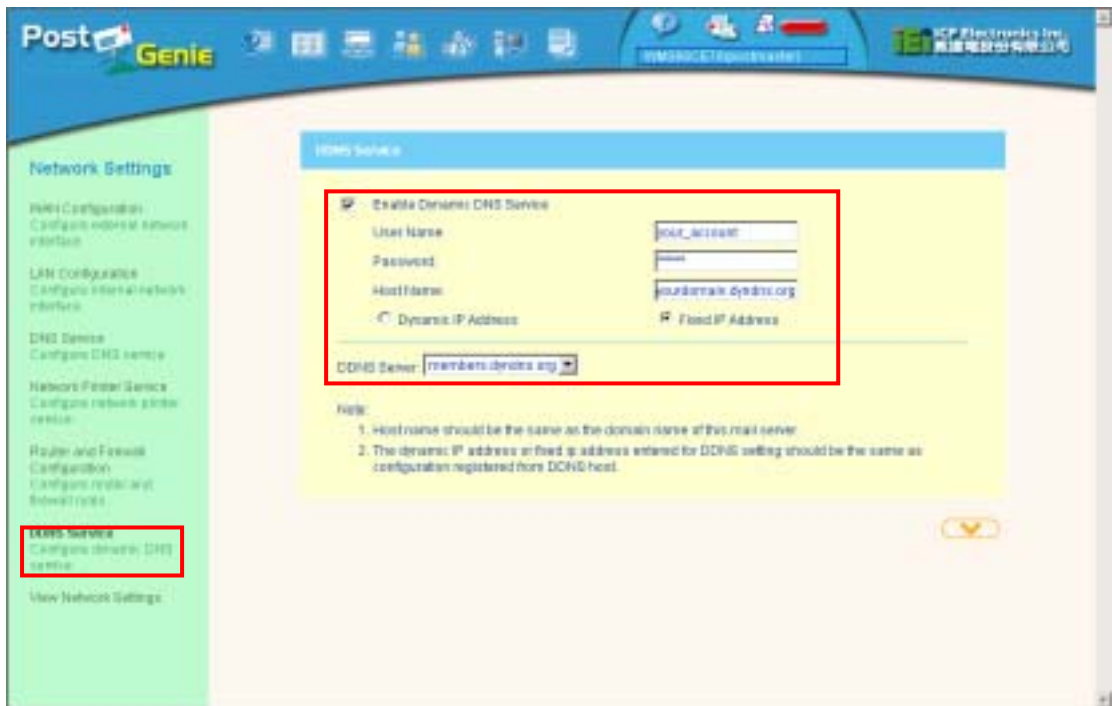
4. Mail Service Configuration

When dynamic domain name is in use, complete the following four steps after logging in to Post Genie™ to configure mail service:

- Set dynamic service domain name
- Configure DNS setting
- Enable mail service
- Create users

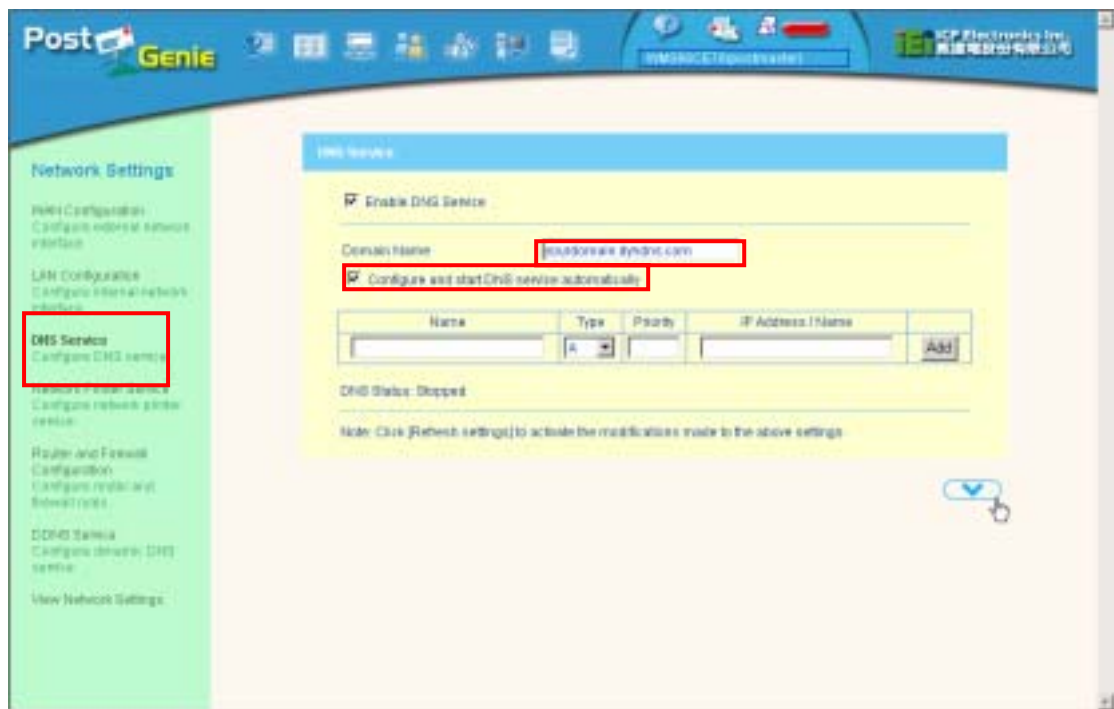
- **Set dynamic domain name**

Go to DDNS Service in Network Settings to enable dynamic DNS service if your domain name is registered from DDNS provider. Click **Enable Dynamic DNS Service**. Enter the user name, password and host name. Then click **Fixed IP Address**. Select members.dyndns.org as the DDNS Server and click



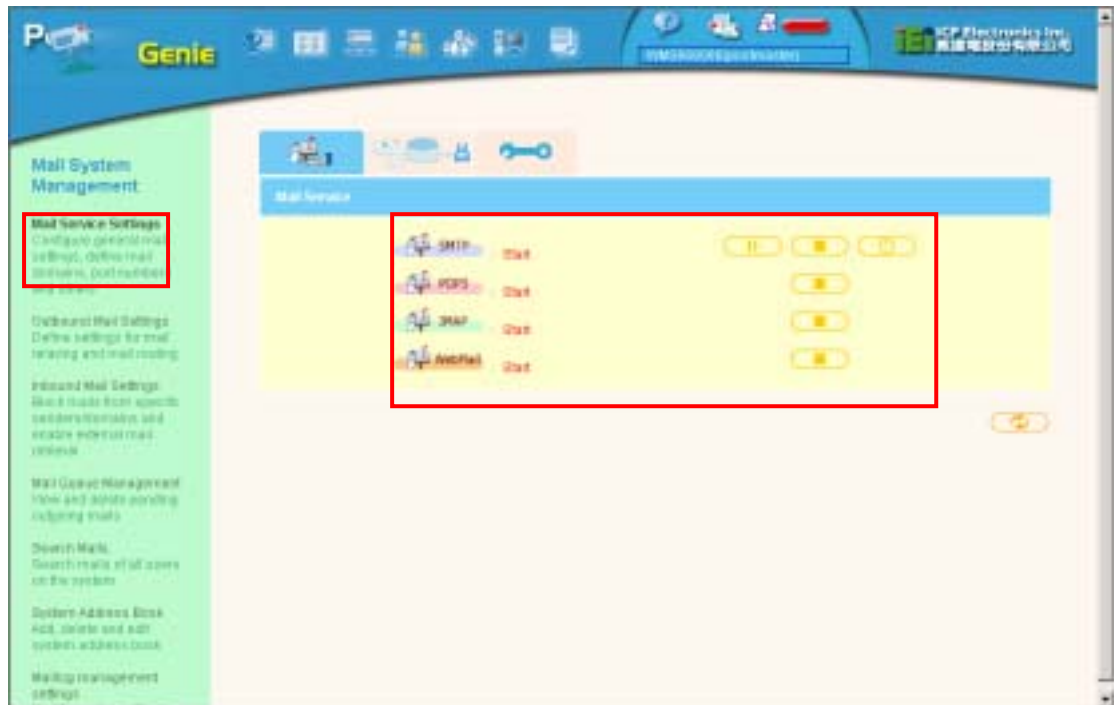
- **Configure DNS Setting**

To configure DNS setting, go to Network Settings— DNS Service. Enable DNS service. Enter the domain name and check the box **Configure and start DNS service automatically**. Then click  to save the setting.



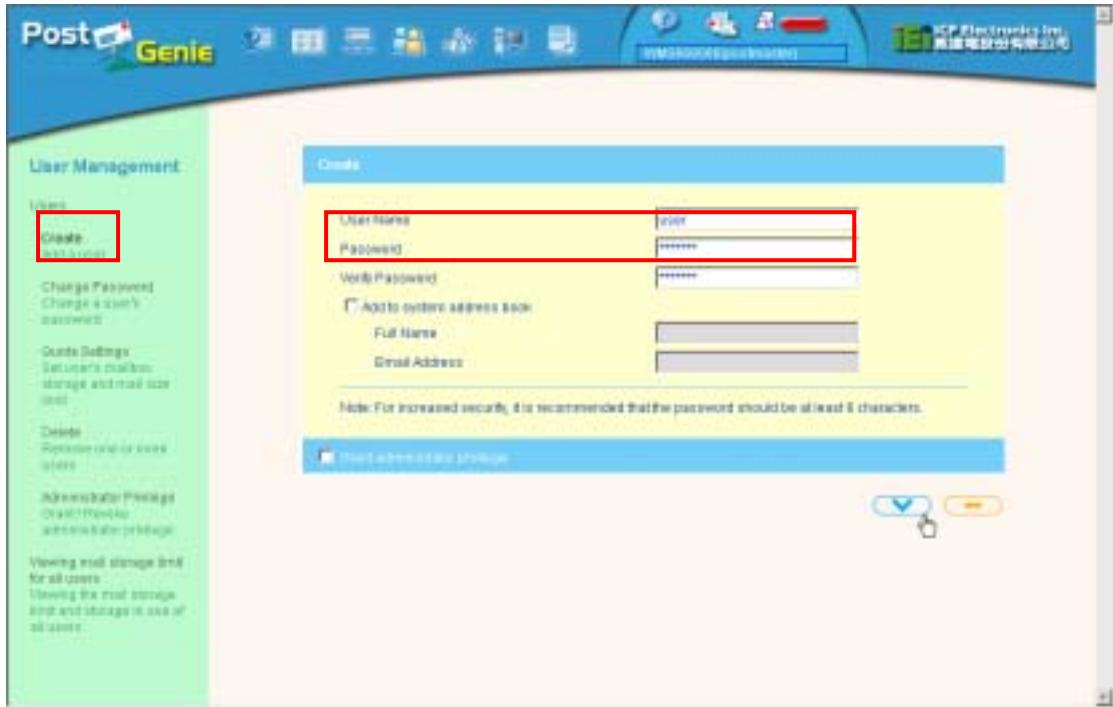
- **Enable Mail Service**

Go to Mail Service section in Mail Service Settings and enable the mail services.



- **Create Users**

Go to User Management and click **Create**. Enter the user name and password for the user. Then click  to add the user.



User Management

Create
Add User

Change Password
Change a user's password

Quota Settings
Set user's mailbox storage and mail size limit

Delete
Remove one or more users

Administrator Privilege
Grant/Revoke administrator privilege

Viewing mail storage limit for all users
Viewing the mail storage limit and storage in use of all users

Create

User Name:

Password:

Verify Password:

☐ Add to system address book

Full Name:

Email Address:

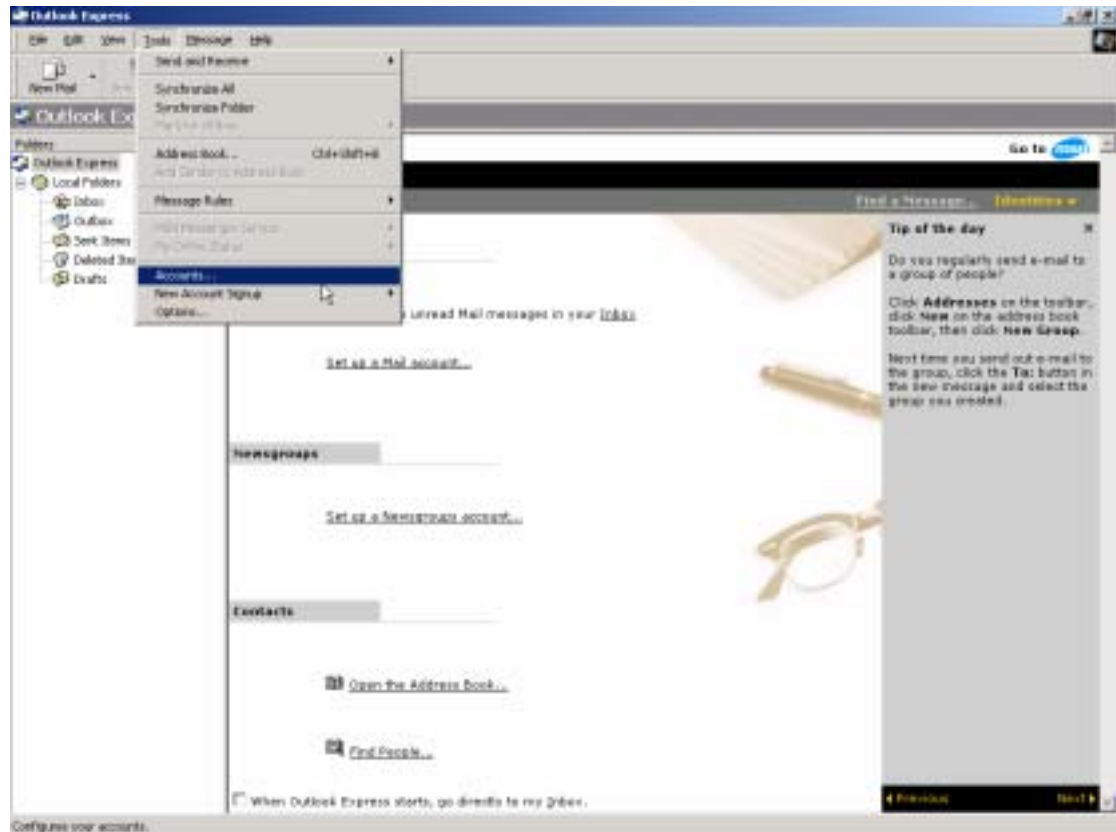
Note: For increased security, it is recommended that the password should be at least 8 characters.

☐ Grant administrator privilege

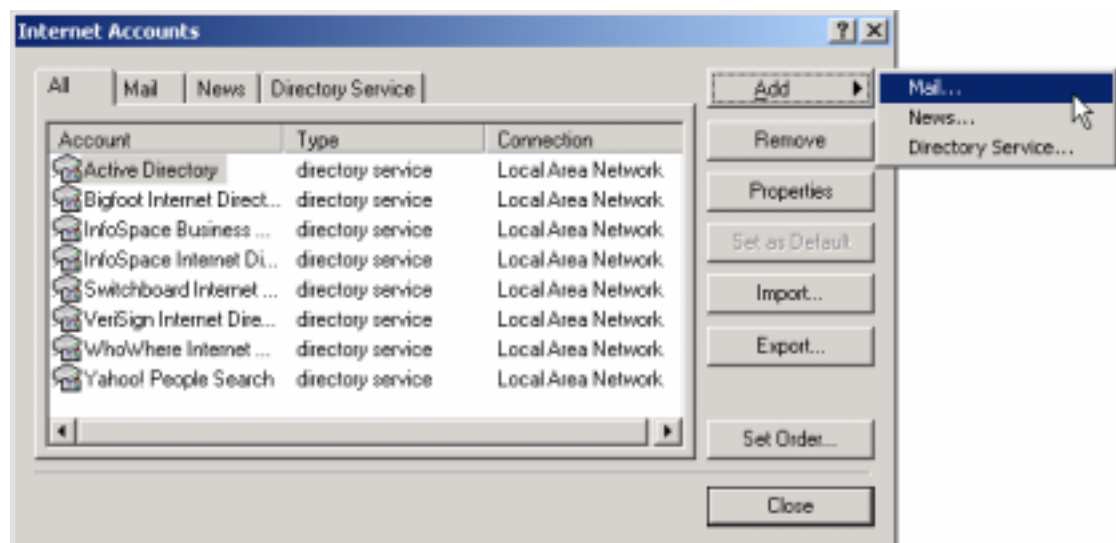
 

5. Configuring Account via Outlook Express

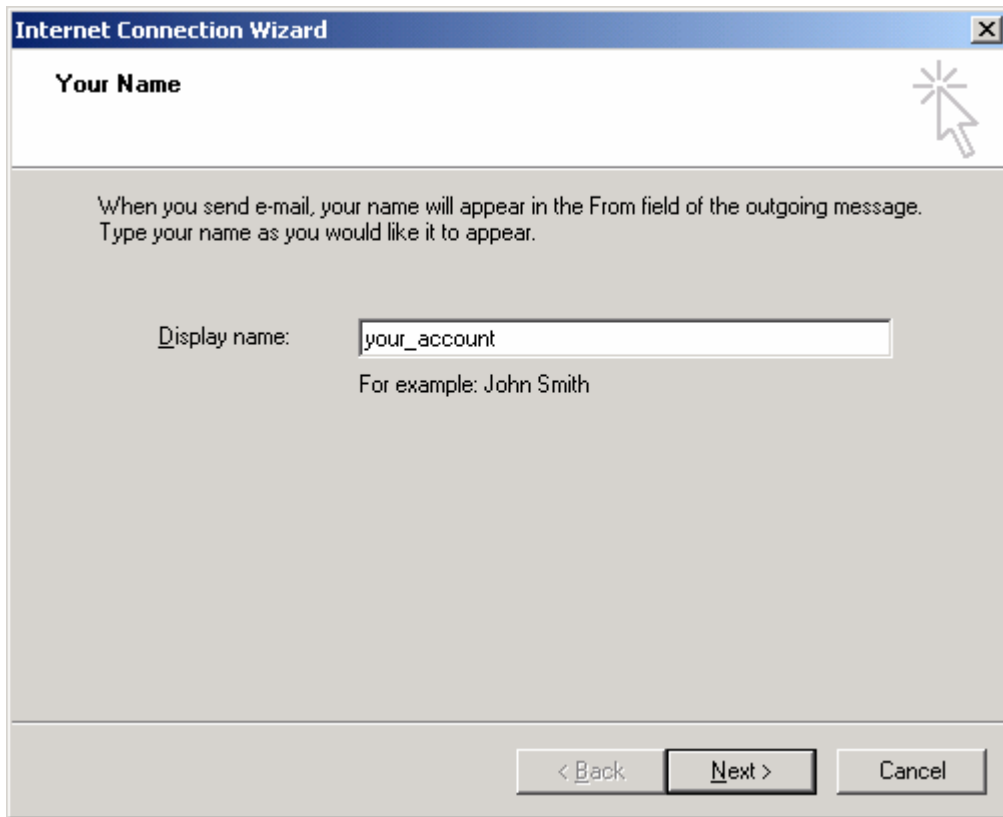
- i. Start Outlook Express. Click Tools—Accounts.



- ii. Click Add and Mail.



iii. Enter the display name for your outgoing mail. Then click Next.



The screenshot shows a window titled "Internet Connection Wizard" with a close button in the top right corner. Below the title bar is a section labeled "Your Name" with a question mark icon. The main area contains the text: "When you send e-mail, your name will appear in the From field of the outgoing message. Type your name as you would like it to appear." Below this is a label "Display name:" followed by a text input field containing "your_account". Underneath the input field is the text "For example: John Smith". At the bottom of the window are three buttons: "< Back", "Next >", and "Cancel".

Internet Connection Wizard

Your Name

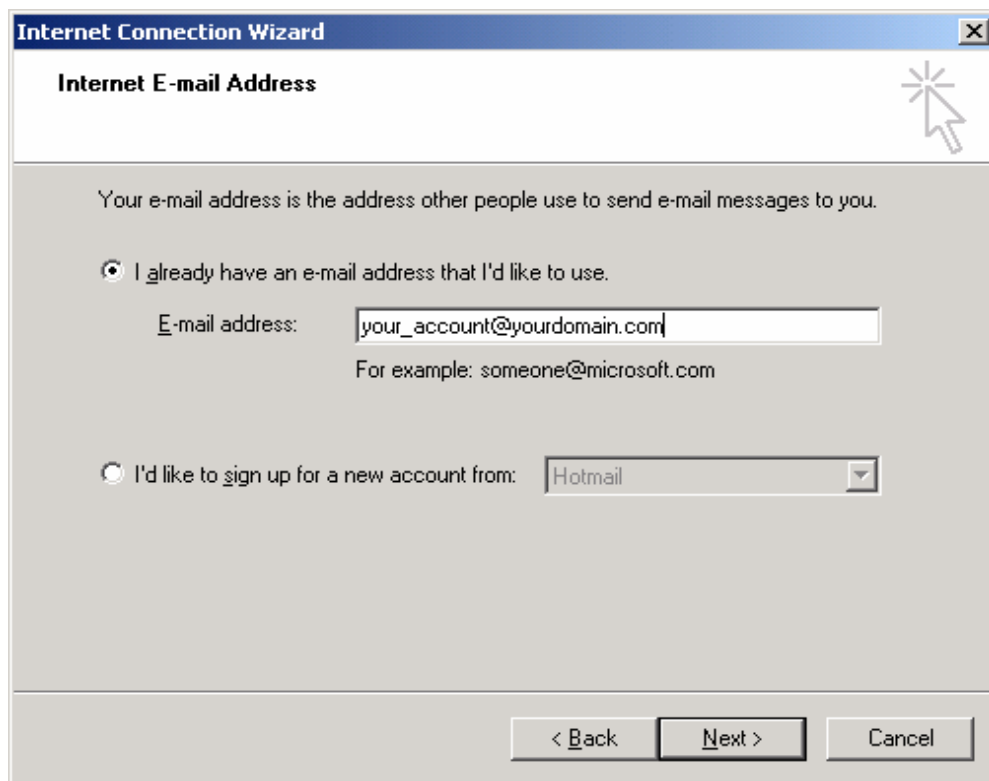
When you send e-mail, your name will appear in the From field of the outgoing message.
Type your name as you would like it to appear.

Display name:

For example: John Smith

< Back Next > Cancel

- iv. Enter the email address, which is the same as the one entered for creating a new user of Post Genie™. Then click Next.



The screenshot shows a Windows-style dialog box titled "Internet Connection Wizard" with a sub-header "Internet E-mail Address". The main text reads: "Your e-mail address is the address other people use to send e-mail messages to you." There are two radio button options. The first option, "I already have an e-mail address that I'd like to use.", is selected. Below it is a text input field containing "your_account@yourdomain.com" with a placeholder example "For example: someone@microsoft.com". The second option, "I'd like to sign up for a new account from:", is unselected and followed by a dropdown menu currently showing "Hotmail". At the bottom are three buttons: "< Back", "Next >", and "Cancel". A mouse cursor is pointing at the top right corner of the dialog box.

Internet Connection Wizard

Internet E-mail Address

Your e-mail address is the address other people use to send e-mail messages to you.

☒ I already have an e-mail address that I'd like to use.

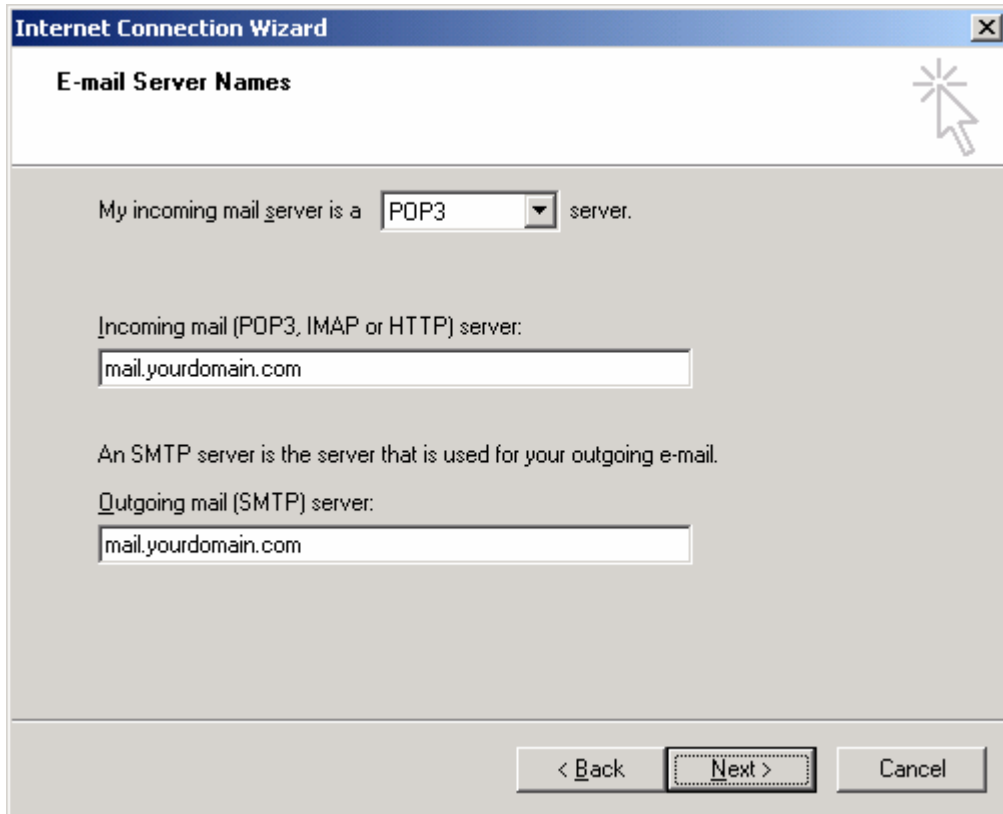
E-mail address:

For example: someone@microsoft.com

☐ I'd like to sign up for a new account from:

< Back Next > Cancel

- v. Enter incoming and outgoing mail servers. The mail servers should match with the domain name entered in step ii. Then click Next.



The screenshot shows a Windows-style dialog box titled "Internet Connection Wizard" with a sub-header "E-mail Server Names". The dialog is used for configuring email server settings. It includes a dropdown menu for the incoming mail server type (set to "POP3"), a text field for the incoming mail server name (containing "mail.yourdomain.com"), and a text field for the outgoing mail (SMTP) server name (also containing "mail.yourdomain.com"). At the bottom, there are three buttons: "< Back", "Next >" (which is highlighted with a dashed border and a mouse cursor), and "Cancel".

Internet Connection Wizard

E-mail Server Names

My incoming mail server is a **POP3** server.

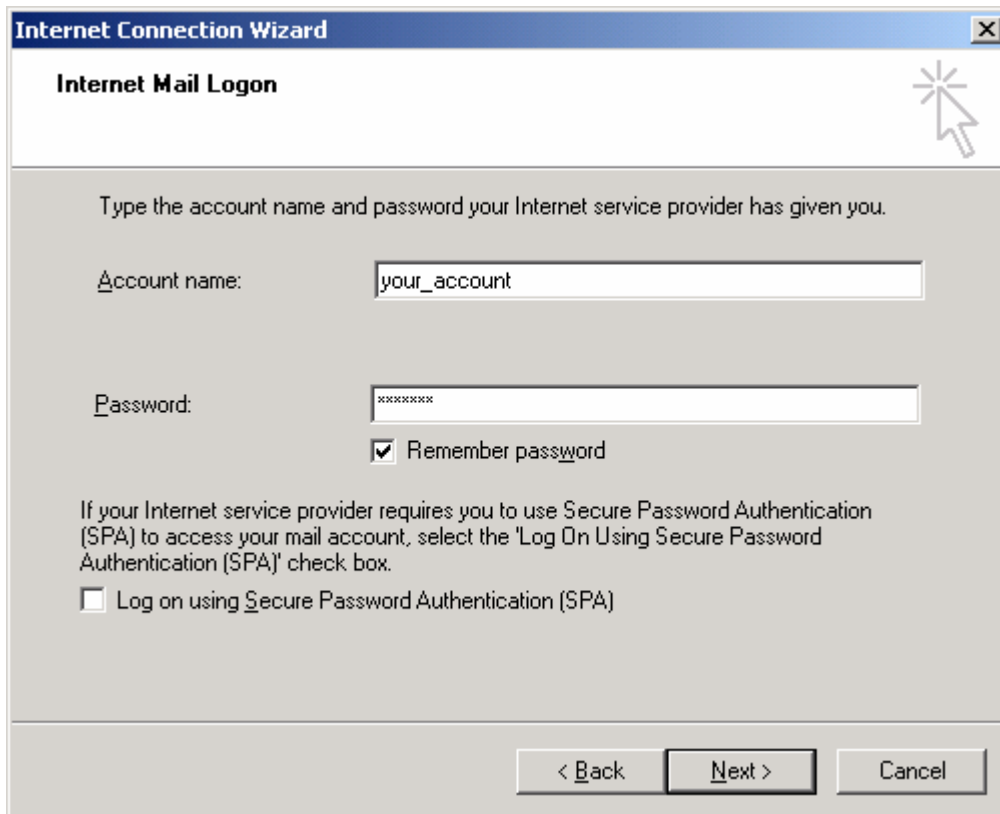
Incoming mail (POP3, IMAP or HTTP) server:

An SMTP server is the server that is used for your outgoing e-mail.

Outgoing mail (SMTP) server:

< Back **Next >** Cancel

- vi. Enter the user name and password formerly created for Post Genie™.
Click Next to proceed.



The dialog box is titled "Internet Connection Wizard" with a subtitle "Internet Mail Logon". It contains a text box for "Account name" with the value "your_account" and a password box with "xxxxxxx". A "Remember password" checkbox is checked. Below is a section for "Secure Password Authentication (SPA)" with an unchecked checkbox. At the bottom are buttons for "< Back", "Next >", and "Cancel".

Type the account name and password your Internet service provider has given you.

Account name:

Password:

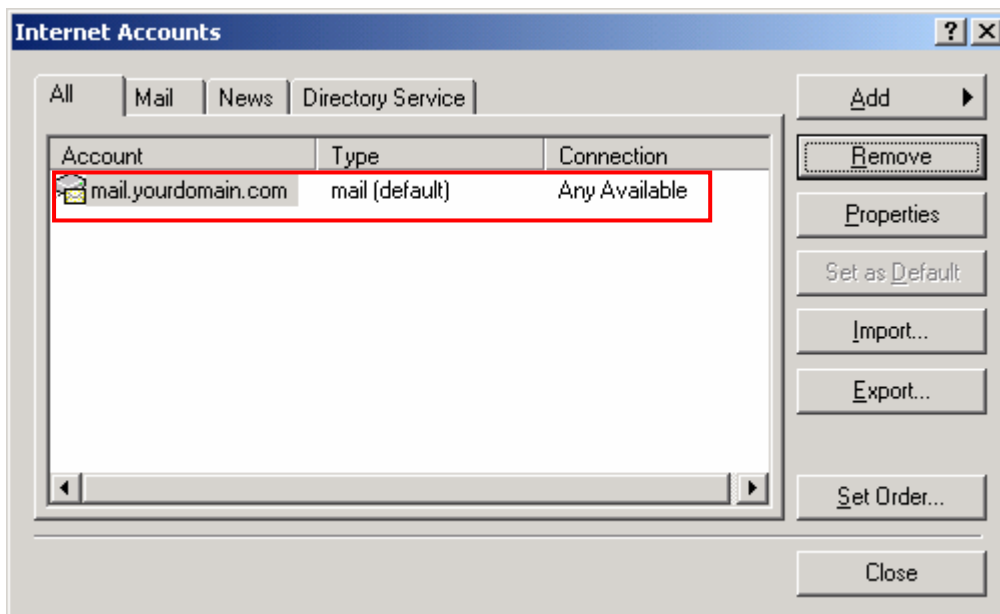
☒ Remember password

If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box.

☐ Log on using Secure Password Authentication (SPA)

< Back Next > Cancel

- vii. When you have finished all steps. You can start to use the mail service.



The dialog box is titled "Internet Accounts". It has tabs for "All", "Mail", "News", and "Directory Service". The "Mail" tab is selected. A table lists the accounts, with one account highlighted by a red box. To the right of the table are buttons for "Add", "Remove", "Properties", "Set as Default", "Import...", "Export...", "Set Order...", and "Close".

Account	Type	Connection
 mail.yourdomain.com	mail (default)	Any Available

Add Remove Properties Set as Default Import... Export... Set Order... Close