

Mac OS X Server includes a *Mail service*, and the popular *SquirrelMail* webmail interface to the Mail server.

This document describes the process to enable the *Mail service* on an existing *Mac OSX Server*, and to access this service through a web browser. This process is described for local users only, for the purpose of using mail in a school Intranet environment.

This document assumes that the server is already populated with user accounts, and has a functioning *DNS service* and a functioning *Web service*.

This document has 4 sections:

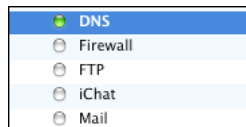
- Configuring DNS
- Starting the Mail service
- Enabling the WebMail service
- Enabling user's Mail account
- Accessing mail through a web Browser.

1. Configuring DNS

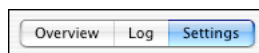
1.1. Launch *Server Admin*.



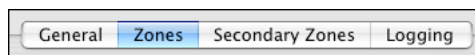
1.2. Select DNS in the left pane of the main window.



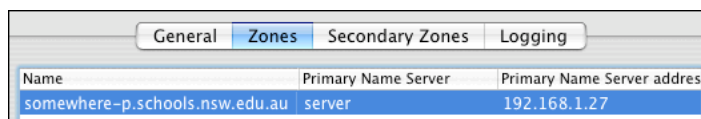
1.3. Click on the **Settings** button.



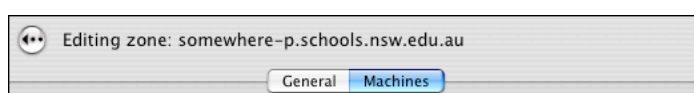
1.4. Click on the **Zones** button.



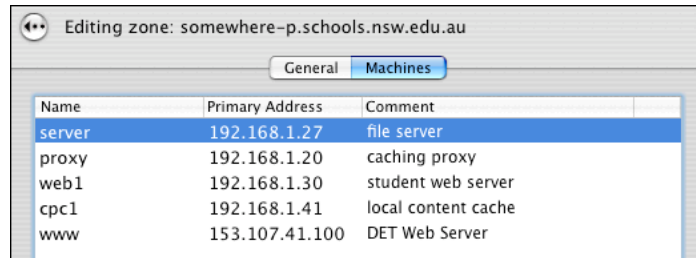
1.5. Double-click the local zone to edit it (or click on the **pencil button** at the bottom of the window).



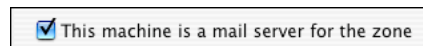
1.6. Click on the **Machines** button.



1.7. Double-click on the server record to edit the record.



1.8. Tick the box to make the server the mail server for the zone.

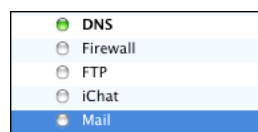


Click on the **OK** button.

1.9. Click on the **Save** button.

2. Starting the Mail service

2.1. Select the **Mail** service in the *Server Admin* window.

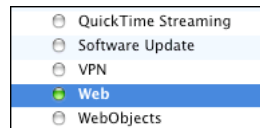


2.2. Click on the **Start Service** button at the top of the window.

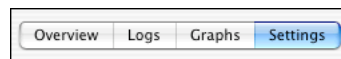


3. Enabling the WebMail service

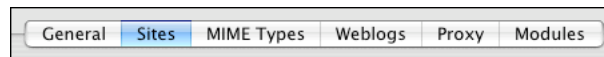
3.1. In *Server Admin*, select the **Web** service.



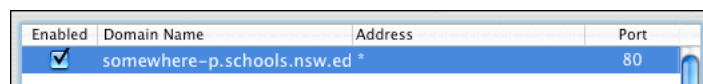
3.2. Click on the **Settings** button.



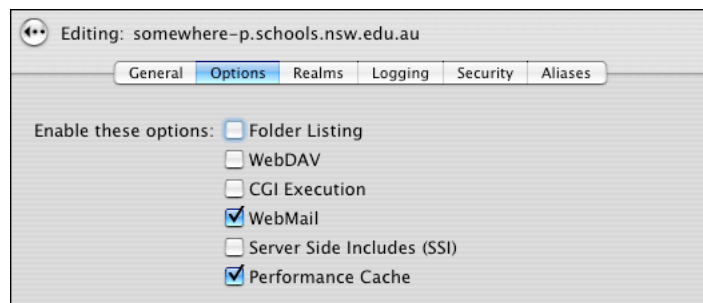
3.3. Click on the **Sites** button.



3.4. Double-click the domain to edit that domain (*Note: the domain name may be blank*).



3.5. Click on the **Options** button, and tick the box to enable **WebMail**.



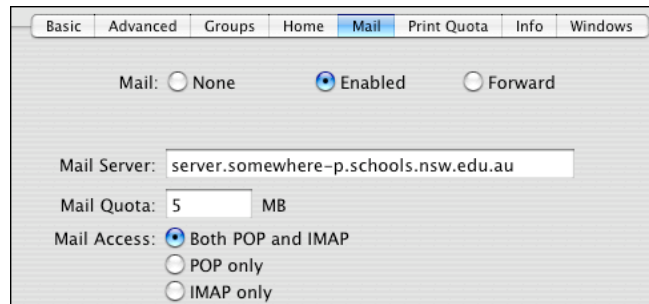
3.6. Click on the **Save** button.

4. Enabling user's Mail accounts

4.1. Launch *WorkGroup Manager*.

4.2. Shift-click to select multiple users.

4.3. Click on the **Mail** tab in the right pane of the *WGM* window.



Click the **Enabled** button, and set a suitable mail quota.

4.4. Click on the **Save** button.

4.5. RESTART your server.

5. Accessing User's mail.

5.1. Launch a web browser

5.2. Enter the address of the server, and the webmail directory.

eg: *somewhere-p.schools.nsw.edu.au/webmail*

(This could be set as a link on your school's Intranet Home page.)

5.3. Enter the user's **short name** and **password** (ie their regular server login username & password).

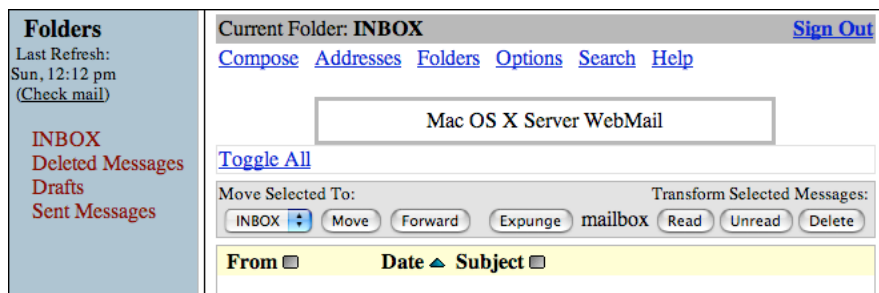


Mac OS X Server WebMail Login

Name:

Password:

5.4. You will be able to see the usual webmail interface, with options to compose e-mail, setup address books, folders, etc.



Folders
Last Refresh:
Sun, 12:12 pm
(Check mail)

INBOX
Deleted Messages
Drafts
Sent Messages

Current Folder: **INBOX** [Sign Out](#)

[Compose](#) [Addresses](#) [Folders](#) [Options](#) [Search](#) [Help](#)

Mac OS X Server WebMail

[Toggle All](#)

Move Selected To: Transform Selected Messages:

From **Date** **Subject**