

## How do I configure Outlook to leave a copy of my emails on the server for x number of days?

This is useful if you wish to use both Outlook and the eTailor Webmail service together.

- Click Tools in the file menu and select Accounts
- Click the Mail Tab and click once on the "mail.yourdomain.ie" in the account window to highlight it, then click the Properties button.
- In the Account Properties, click the Advanced Tab
- Under where it says "Leave a copy of messages on server", change the number to something like "7" days.
- Click OK and OK. Click the Close button on the Accounts window