

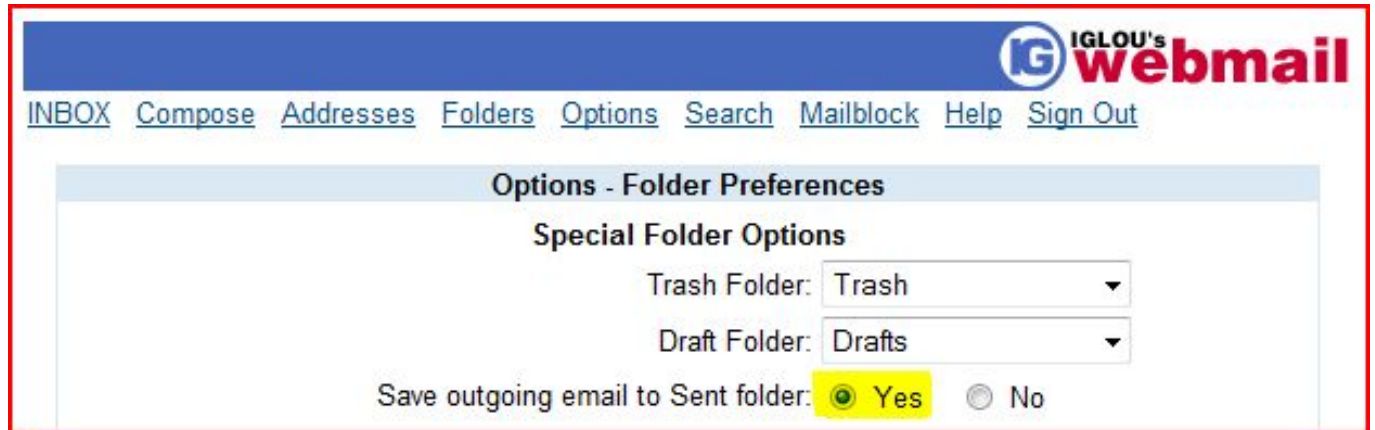
Webmail

How can I enable the Sent folder in Webmail?

IgLou [Webmail](#) does not automatically save outgoing mail to the Sent folder.

You can enable the saving of your outbound email to a special folder named "Sent", but be aware that this can quickly consume all of your available Webmail folder space if you frequently send email with attachments.

To enable the saving of mail to the Sent folder, click on the [Options](#) link at the top of the Webmail screen, and then click on [Folder Preferences](#). Under the option Save outgoing mail to Sent Folder, select Yes and then click [Submit](#):



The screenshot shows the 'Options - Folder Preferences' page in IgLou's Webmail. The page has a blue header with the IgLou's Webmail logo and a navigation bar with links: INBOX, Compose, Addresses, Folders, Options, Search, Mailblock, Help, and Sign Out. The main content area is titled 'Options - Folder Preferences' and contains a section for 'Special Folder Options'. This section includes two dropdown menus: 'Trash Folder' set to 'Trash' and 'Draft Folder' set to 'Drafts'. At the bottom of this section, there is a radio button selection for 'Save outgoing email to Sent folder', with the 'Yes' option selected and highlighted in yellow, and the 'No' option unselected.

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