Product Guide

OX Mail v1.0.0

V1.5

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1 Introducing OX Mail

1.1 What is Open-Xchange OX Mail?

OX Mail is a native mobile phone app built specifically for smartphones users that also have a valid OX App Suite account. The app is designed to lets users access their OX App Suite email environment directly from a native mobile phone client.

For further details of the branding concept, PUSH functionalities, other requirements and instructions for installing and updating OX Mail please refer to the documentation provided at:

http://oxpedia.org/wiki/index.php?title=AppSuite:OX_Mail

1.2 Key Benefits

- Supports email PUSH notification – emails show up immediately on the device
- Quick and easy to set up with the start-up wizard
- Intuitive, simple to use, design
- Familiar smartphone experience
- Available for both iOS and Android – download app from App Store for free

1.3 Pricing and Availability

This email app is available for both iOS and Android and can be downloaded for free from the corresponding App Stores. Availability will be confirmed by Open-Xchange via the usual communication channels.

Please note: The exact date when the clients become available depends on the approval process of the respective app stores.

The Open-Xchange Middleware components can be downloaded from the respective download repositories as normal.

Please contact Open-Xchange Sales for further information and pricing details.

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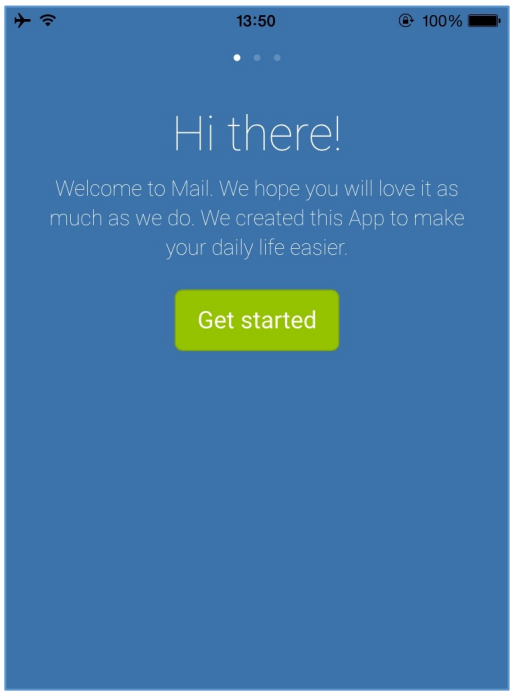
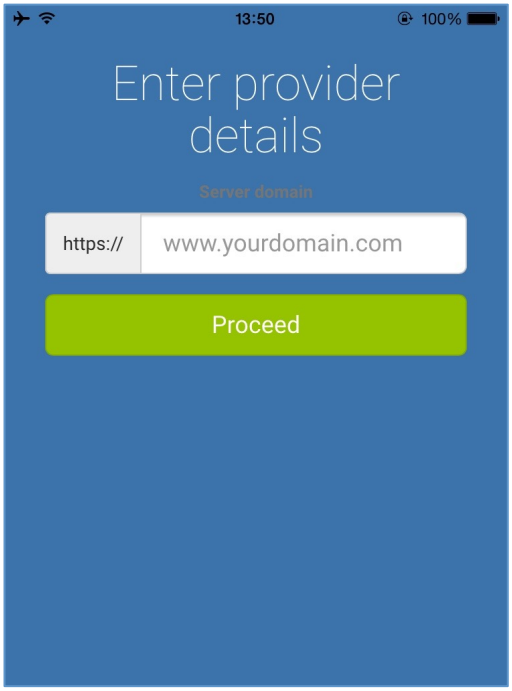
2 Login Process for OX Mail

2.1 Setup Wizard for OX Mail

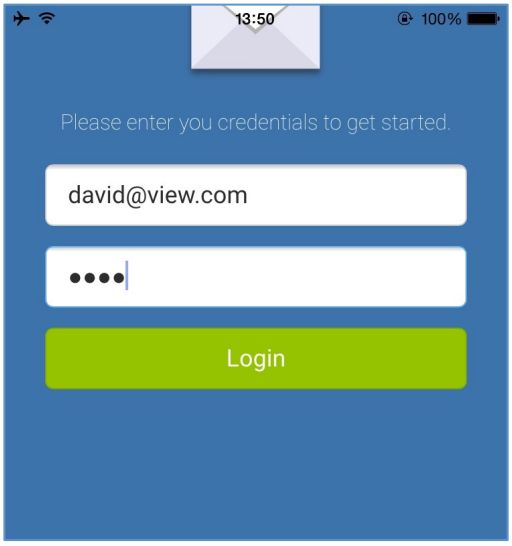
After downloading and starting the OX Mail app. OX Mail will trigger a startup wizard. This wizard introduces the app and also guides the user on how to connect to their OX App Suite server.





The second screen of the setup wizard asks the user to enter their server details. If valid the “Proceed” button takes the user to the third and final step of connection.

In this final step the user enters their OX App Suite login credentials.



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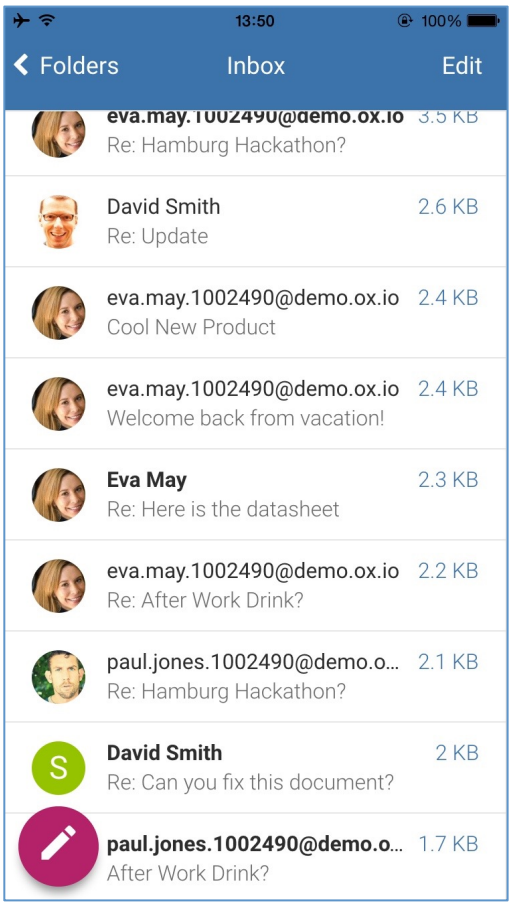
3 List-Overview in OX Mail

3.1 List View of Mails



After logging in, the app will immediately start to load the contents of your INBOX. If the connected mail server supports PUSH notifications (Dovecot Pro works out of the box), the device will also receive native PUSH notifications when new emails arrive. These notifications are displayed using the native device channel: Apple – APN or Google – GCM.

To provide a more compact and efficient view of messages, OX Mail only shows the senders name and the first line of the subject of each message.

This screen displays the following information and provides the following functions:

- Current selected folder name
- Contact picture (the same way it is shown in the OX App Suite web client)
- Folders Action-button to take the user to the mail folder list
- Pencil Action-button to create a new mail

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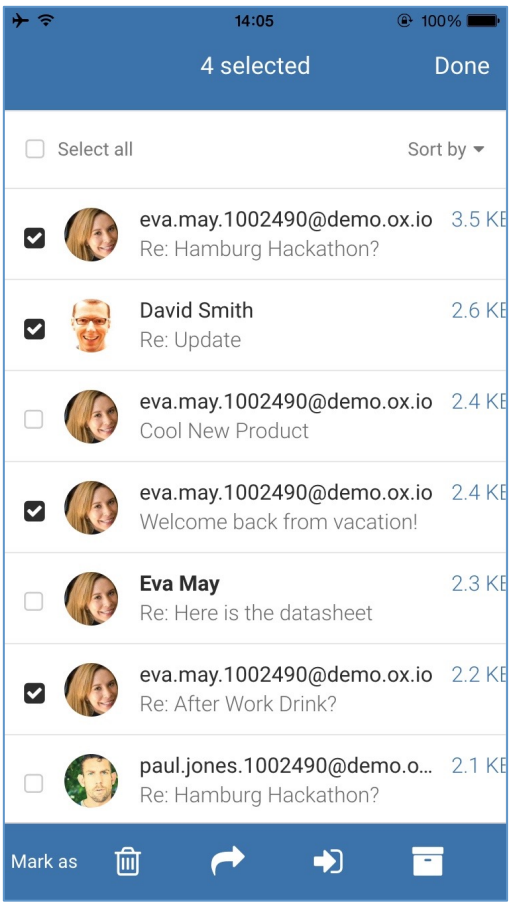
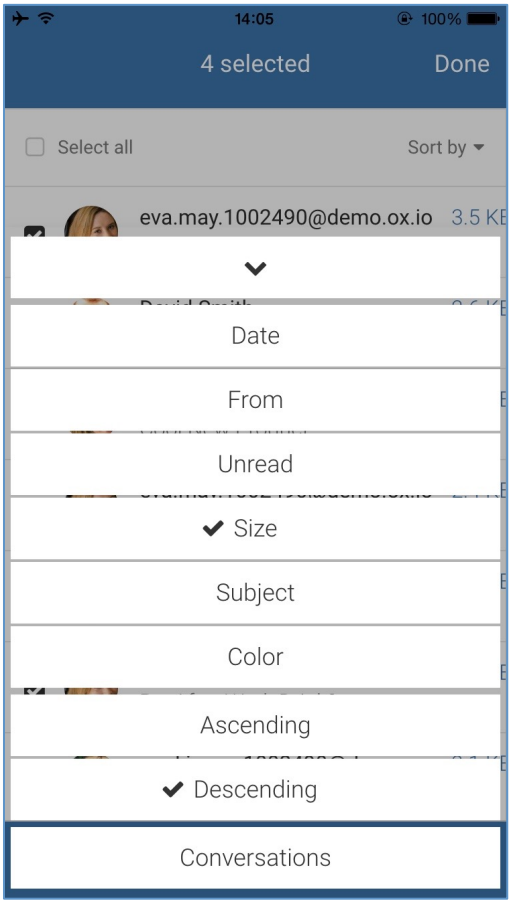


- Edit Multi-select button that lets the user select several emails and perform actions on them move, delete, etc.
  After the click on this button, the user can select one or more mails with the displayed checkboxes. The following functionalities are available in this mode:
  - Mark as read/unread
  - Delete selected mails
  - Reply - All selected mails attached
  - Move to other folder
  - Archive mails

The sort by button lets the user resort the list of emails in a variety of ways. It is in this view that the user can also turn the Conversation mode on and off.



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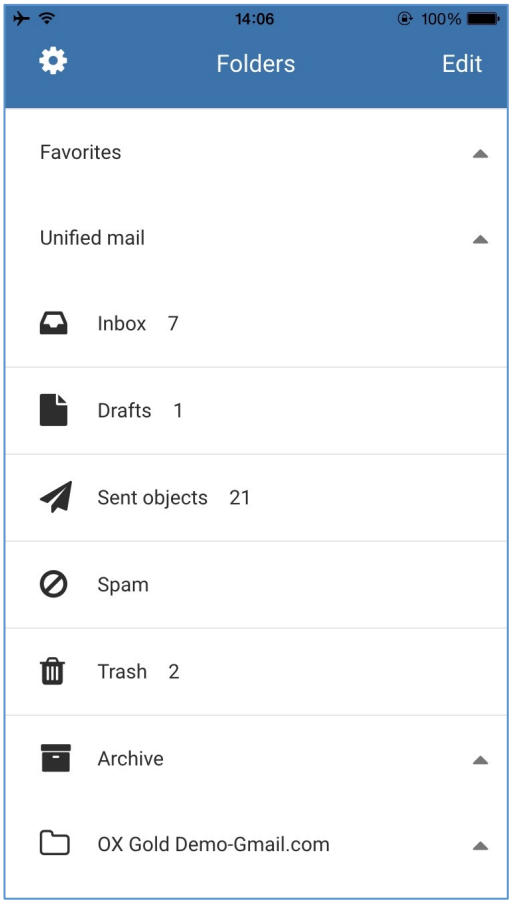

3.2 List view of Folders

The folder list view button displays all users folders. This includes the standard folders (Inbox, Drafts, Sent Objects etc.), personal folders and the Unified Mail folder (if activated within OX App Suite). The unified mail folder shows both external and social email boxes that have been setup in OX App Suite.

The primary mail account folders are always shown at the top of the list.

Finally in this view the user can also edit the folder structure by pressing the edit button.

To go back to the emails view simply select the folder you wish to view

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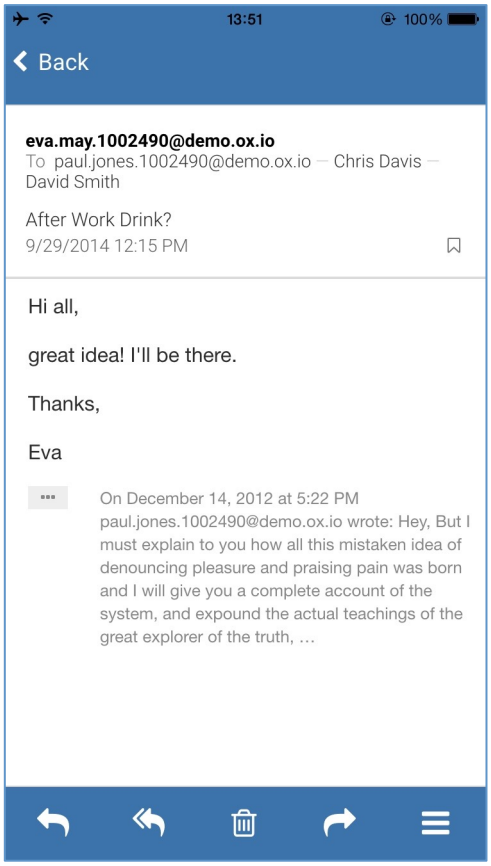
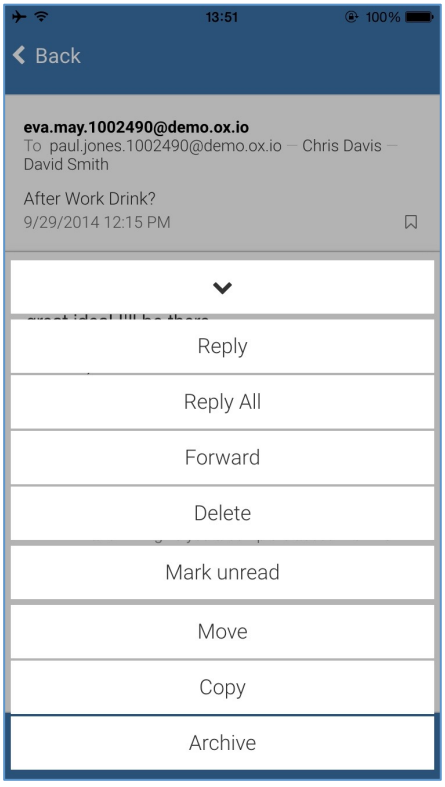
4 Work with Mails

4.1 Detail view of Mails

To see all of a mail simply click on the mail in the list view. You will be taken to the detail view of that mail.



In this detail view the user can see all meta data that relates to that email (e.g. Subject, Date, Recipients etc.). To better optimize the view email replies in a thread are collapsed to a single line. They can of cause be restored with a press.



The detailed view also provides standard functionality such as Reply, Reply to all, Delete, Forward etc..

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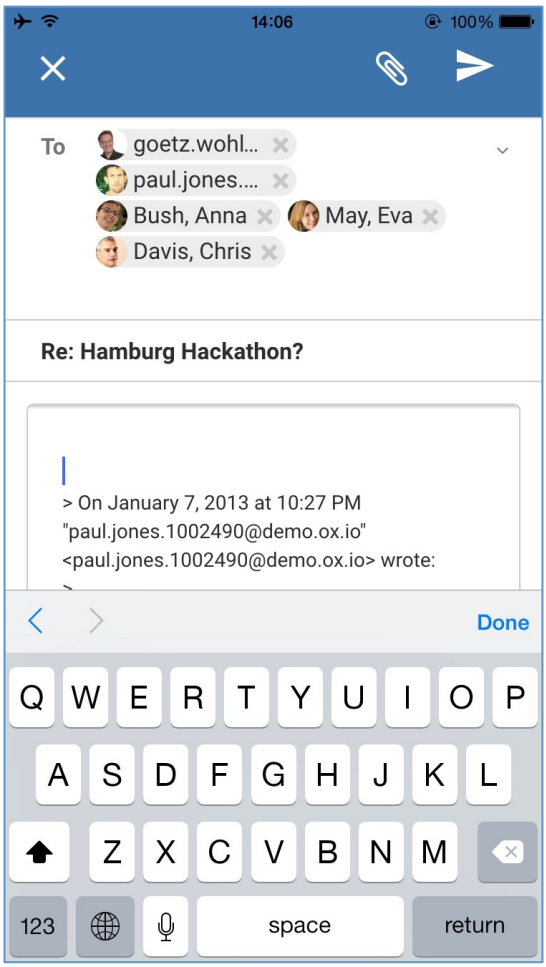
4.2 Create and Answer Mails

To send a new mail or reply to a received mail, the user should use the compose view.



In the To field, and optionally Cc and Bcc fields, start to type the recipients name. The Mail app will search for the recipient while typing. The Mail app searches both the OX App Suite contact data as well as the contact list on the device. A small icon differentiates the contacts: A cloud icon means the contact is from OX App Suite. A phone icon means the contact is from the device.

Contacts are added and shown with their display name. If this is not available then only the mail address will be shown.

The top menu bar lets users attach local files to the mail as well as sending the mail.

The “X” button lets the user discard the mail. If a user presses the “X” they will be asked to confirm that they wish to discard the email or not. Finally users can save the mail as a draft in the related DRAFT folder.

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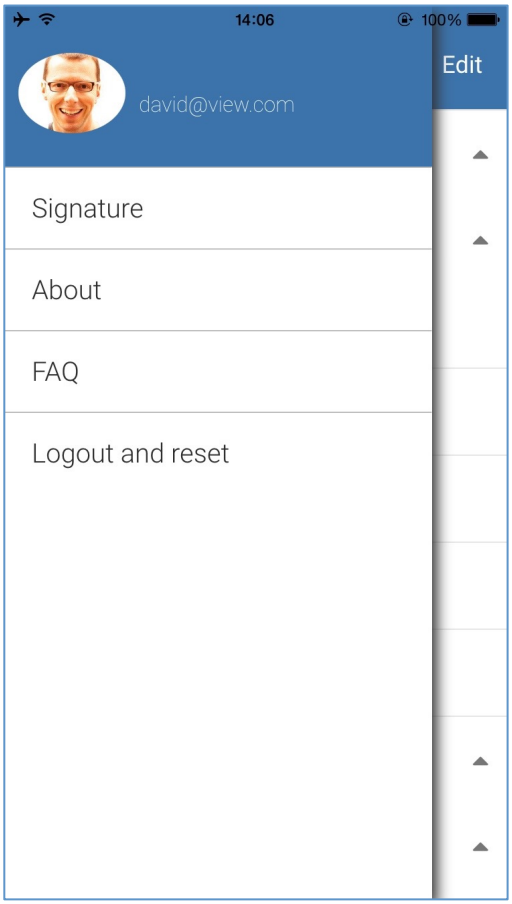
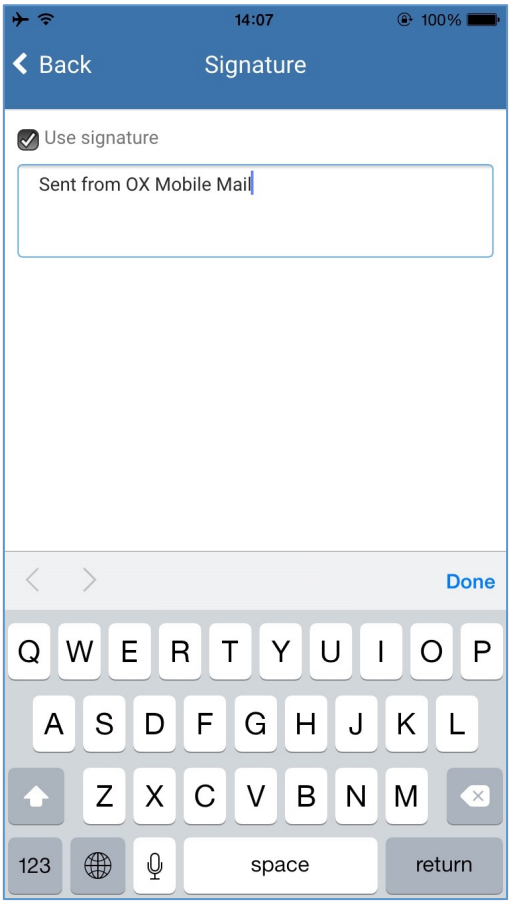
5 OX Mail Settings

5.1 Signature

OX Mail lets users create a short signature that indicates the email originates from a mobile devices. E.g. “Sent from my phone”.

OX Mail provides a standard signature that can be changed.





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5.2 About Dialog

The OX Mail about screen displays the same information that is also shown in OX App Suite about screen. It shows the support contact details and the OX Mail version.

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