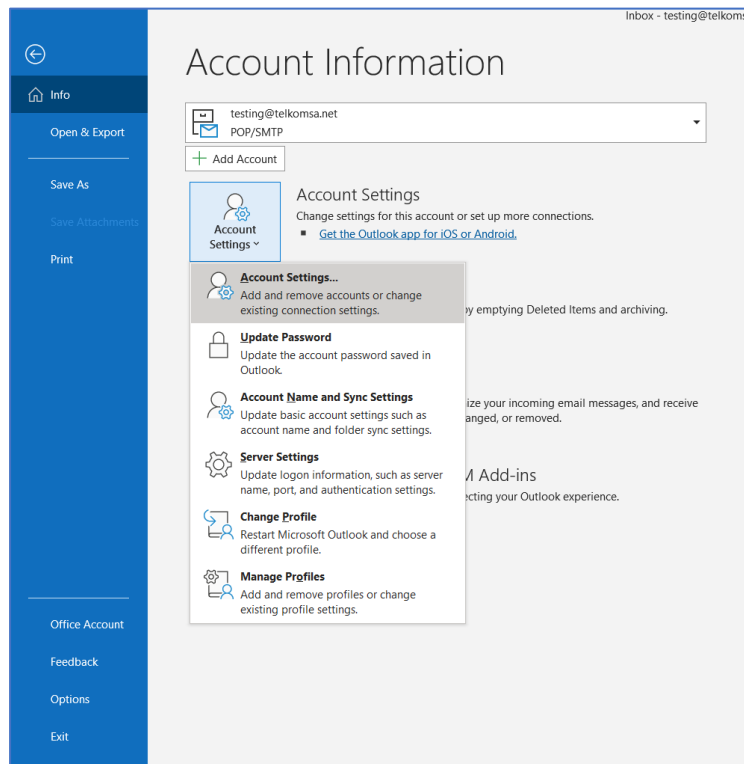
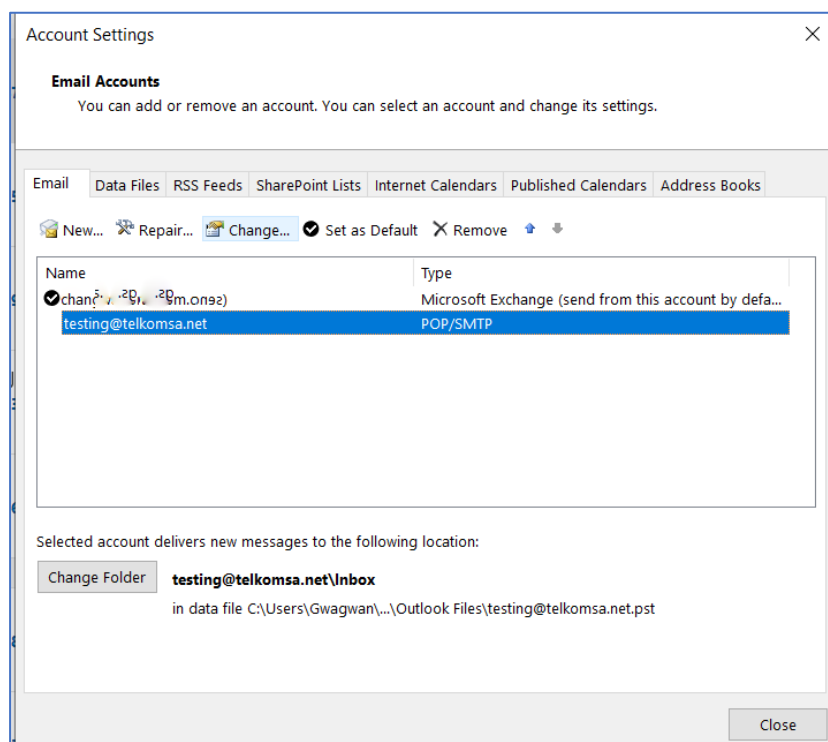


Downloading Mails to Outlook and Deleting From Server

1. On Outlook click on **File>>Account Settings>>Account Settings**.



2. Select the account(**example@telkomsa.net**) you want to configure and then click on **Change**.



3. Select all the options as below and specify the number of days you want your mails to stay on the sever before being deleted, then click on **Next**.

×

POP Account Settings

testing@telkomsa.net

General settings

Your name

testing@telkomsa.net

Account name

testing@telkomsa.net

Example: "Work" or "Microsoft account"

Reply-to address

Organization

Mail settings

☒ Leave a copy of messages on the server

☒ Remove from server after

2

days


☒ Remove from server when deleted from Deleted Items

Reset Mail settings

Next

4. Done

×

 Outlook

Account successfully updated

Done