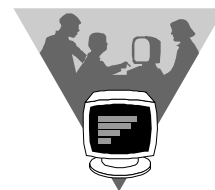




University of Edinburgh



Library Systems Department

Granting Extended Rights in Pegasus

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Document Type	<i>Systems Training</i>
Document Filename	<i>train0001.doc</i>
Document Version	<i>1.0</i>
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1 Document Control

1.1 Amendment History

Version	Date	Description	Initials
1.0	4/3/99	Current and Initial Version (awaiting testing)	KM

1.2 Filename Path

Document can be found at the following path:

\\lib-srv4\apps\systems\training\train0001.doc

2 Introduction

If a user requires to have their mail autoforwarded in their absence, they require the use of extended rights on Pegasus Mail. Extended Rights allow the user to choose a new destination address and delivery options.

Note: Before commencing, username must be approved by Morag Watson.

3 Pre-Requisites

- Obtain username.
- Obtain prior permission from Morag Watson.

4 Instructions for setting up Autoforwarding & Extended Rights

1. Login in to Lib-Srv5 as “sysman”
2. Click on START button.
3. Click RUN...
4. Type “command” - This opens a Dos Display
5. Type “c:” <return> to change to the c: drive.
6. Type “cd \pmail” <return> to change to the Pegasus Mail Directory.
7. To set up autoforwarding, Type “pmgrant *username* -l *emailaddress@ed.ac.uk*.
<return> This sets allows incoming emails to be forwarded to another recipient.
8. Type “pmgrant *username* -w” <return> This grants the user extended rights editing.
9. Check that the user has extended rights by typing “pmgrant *username* -v” <return>
This displays current settings.

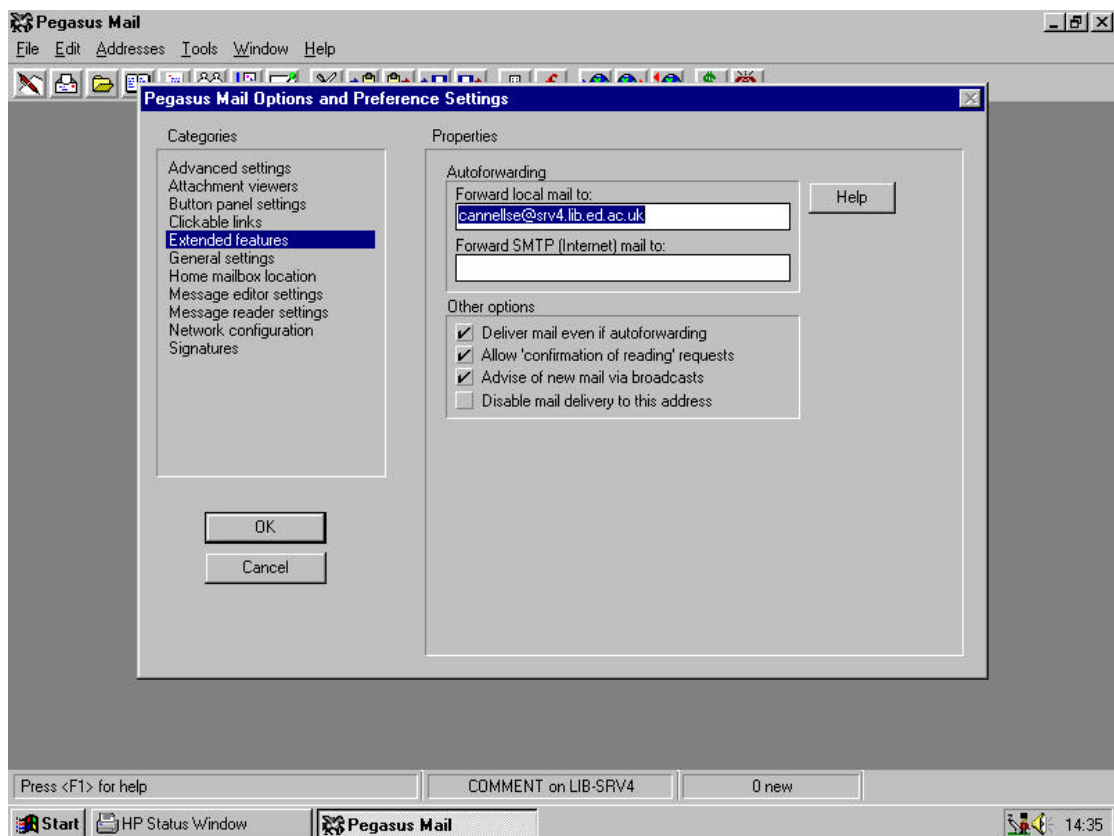
Note [1]: You can remove the extended rights by typing “pmgrant *username* -w-“
<return>

Note [2]: You can view all options for extended rights by typing “pmgrant” <return>

Changing The Auto-Forward Addresses

1. To access the extended rights, login as the user.
 2. Click on START button.
 3. Click on Pegasus Mail to start the program.
 4. Click on FILE menu.
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5. Click on NETWORK CONFIGURATION. This displays the screen below:



6. Now click on EXTENDED FEATURES to display the properties, as above.
7. You can now edit the “Forward Local Mail To:” field and enter any address.
8. You can now select/de-select any of the follow options:
 - Deliver Even if Auto Forwarding
 - Allow Confirmation of Reading Requests
 - Advise of New Mail via Broadcasts
 - Disable Mail Delivery to this Address
9. Click OK to return to the menu.

***** LAST PAGE *****
