

ICONDESK mail message from the "SIGNET-CDCS Gateway" notifying you of an error in your message transmission.

2. Browse the message to determine the reason for the error. The note provides a brief explanation of the error, a list of the CDCS addresses that did not receive the message, and the text of the original message.
3. Select the corresponding message from the Outbox (or from another folder where you saved it) The Subject of the message is listed in the returned note.
4. Select MESSAGE/REUSE. The Compose Message window is displayed with the original message.
5. Verify that the options for Precedence and Security Classification are correct on the Message Options window.
6. Correct the message according to the information in the return note.
7. When a message is returned by the SIGNET-CDCS

gateway, SIGNET recipients will have received the message but CDCS recipients will not. When sending the message, leave the recipient list as is and add a comment in the ICONDESK Note (in the line following the Security Classification), stating that this message is a duplicate for SIGNET recipients.

8. Re-send the message.

To insert an X.400 address:

1. Click on the NEWMSG button on the Tool Bar in order to generate the Compose Message window.
2. Click on the ADDRESSES button, followed by the X.400 command button.
3. Insert the X.400 address in the second field labelled "FULL X400:"
4. Click on OK.
5. Verify that the recipients section of the window contains the address.
6. Click on OK.
7. Continue creating the message as usual.

To create an alias from the Browse window:

1. Browse the incoming message.
2. From the Browse window, click on the DETAILS command button.
3. Select the Originator/Recipient for whom you would like to create the alias.
4. Click on the CREATE ALIAS command button.
5. Type in a name for your alias.
6. Click on OK.
7. Close the Details window.