5. Browsing Messages

When you browsed a message, the entire recipient list was displayed.

The *Browse* window displays the first "To" and "CC" recipients. To view a complete list of recipients, select the *Details* button

6. Creating a Message

The Send Mail window was very slow to display.

In addition, in order to build the recipient list you had to select an alias or use the Query function to select an address from the directory. This was time consuming and led many clients to create "one person" aliases.

The *Compose Message* window displays very quickly. To select an address using the *Query* function, you will be able to select *Addresses/Query*. However, in many cases you will not need to use the *Query* function at all. You may enter the last name (or partial last name) of the recipients directly in the *Recipients* box of the *Compose Message* window.

When you select *Send* (or *Save*), ICONDESK 4.4 checks each name against both the Alias list and the address list. If there are any duplicates, it displays a list of names from which to choose.

7. Tool Bar and List Layouts

Tool Bar and List layouts were stored on the workstation, meaning that if you signed on to a different workstation you would not get your own layouts.

The Tool Bar and List layouts are stored on the server (if you select *Options/Save Settings on Exit*). These layouts are associated with your account, not with the workstation. This means you can switch workstations and still get your own ICONDESK setup.

8. Printing

New Print Options

There are several new printing options. The first of these is *Print using Defaults*. ICONDESK 4.4 prints your message(s) without displaying the *Print* window, saving a great deal of time.

In the *Browse* window you now have two Print options. *Print File* prints only the note with no header information, and *Print Message* prints the message with all details.

9. Browsing Multiple Messages

New Functionality

When browsing multiple messages, there are two new buttons - *Next* and *Previous* to quickly move between messages

10. Drag and Drop Functionality

New Functionality

ICONDESK 4.4 Mail provides drag and drop functionality. For example, message(s) can be dragged from a folder window to be dropped into another folder window or folder list.