

The Mailody Handbook

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Abstract

Mailody is an email client specifically designed for the IMAP protocol.

Chapter 1

Introduction

The Mailody Team welcomes you to Mailody, a fast and friendly IMAP only email client for the K Desktop Environment. The goal of the Mailody Team is to continue creating a client that is intuitive, fast, and powerful.

Mailody is another email client, however it is not like every other email client. For starters Mailody only works with IMAP email accounts, so if you are a POP3 user then you cannot use Mailody. There are plenty of other features that makes Mailody unique such as:

- Small and fast - Mailody does not use the default KDE IMAP KIO, instead it uses a library written from scratch, designed for Mailody, and optimized for speed and efficiency.
- No *Sent* mail folder - Mailody stores sent messages alongside the message replied or in the currently selected folder if not replying.
- The composer window has a sidebar with tabs:
 - *Addressbook* - Your KDE addressbook.
 - *Add Attachment* - Filesystem browser for attaching files.
 - *Recent* - List of recently mailed contacts/addresses.

Click the tab once to show, and again to hide. You can also go from one tab to another. In the recent tab, if you hold your mouse over the address, you will get more information about the last time you mailed that address.

- Dragging and dropping - Mailody allows you to drag and drop files into the Composer window, automatically attaching the files to the email message.
- Dropdown-buttons with frequently mailed contacts for New and Forward. In the main window of Mailody you can hold down the icon for New and Forward to display a submenu with the email addresses you mail frequently and email addresses of the selected message.

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- You can hide deleted messages which are marked for removal and have not been purged from the message lists. However when you use the quick search bar at the top, it will search through all messages regardless of the hide deleted messages setting.
- Replies to deleted threads, but not those that have been purged, will automatically display the deleted/hidden message. To understand the deleted but not purged portion, please refer to the paragraph two items down.
- Normally messages are sorted based on the date of the first message of the thread. Mailody can also sort threads on the youngest children, which is the same as sorting threads based on the last received message. This eases the finding and viewing of older threads that may not be in view normally.
- Like previously stated, deleting a message does not remove it 100%. Deleting a message totally is a two-stage process. Once a message is marked for deletion or removal, the next step or stage is to purge or expunge the message removing it permanently.
- Reply to... either selected text or view source options. Replying to selected text occurs when you select text in a message, then choose reply, replying to the selected text only. Replying to view source occurs when you view the source of a message (view the source of a message by pressing **V**), then choose reply, you will reply to the source of the message, headers and all.
- Labels can be applied to any message ranging from 1 to 5, or 0 (zero) to remove the label. Labels 1 through 5 color label a selected message and are stored on the IMAP server so when accessing your email with another client you will see the same tags. The colors match those of Thunderbird, so when working together with several people with different clients, it will all work together.
- Clickable fields in the statusbar allow the toggeling of the message view properties. *HTML/Plain text* and *Load external/Don't load external* are the two options. This allows you to switch between an HTML view and a plain text view as well as loading or not loading images from an external source when in HTML view.
- Configuring or specifying non-standard port numbers can be achieved by adding a colon (:) in the Server fields in the Settings dialog. This can be used for both sending (SMTP) and receiving (IMAP) configurations. The following is an example:

```
mail.mailody.net:587
```

The 587 is the port number to use to connect to the server.

Mailody's homepage can be located at <http://www.mailody.net>. There you will find useful links such as the latest changes, debugging information, other documentation, as well as contact information.

The Mailody team would like to thank you once again for choosing Mailody as your email client, and we hope you enjoy using it as much as we do developing it.

Chapter 2

Getting Started

This chapter is just a short introduction to Mailody as well as its usage so you can start using it right away. More information on using Mailody can be found in the [Using Mailody](#) section.

MAILODY INSTALLATION

Mailody's installation is described in the [appendix](#).

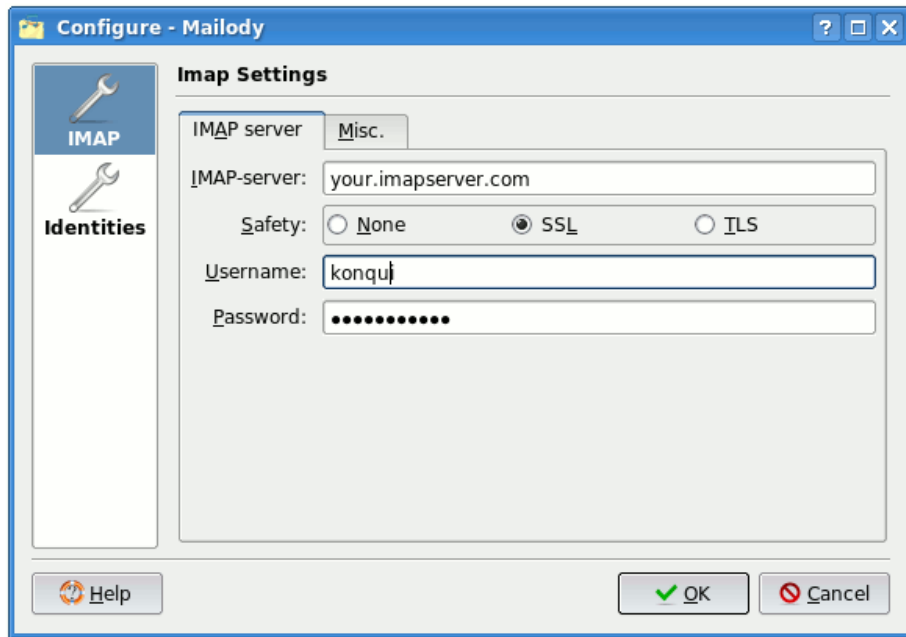
When starting Mailody for the first time, you will be prompted to create your identity as well as establish your account information. After this information has been created, Mailody will create a `mailody.db` file located in `$HOME/.kde/share/apps/mailody/`. After initial configuration use **Settings** → **Configure Mailody...** The configuration dialog consists of 2 sections: **IMAP** and **Identities**.

2.1 Setting up your account

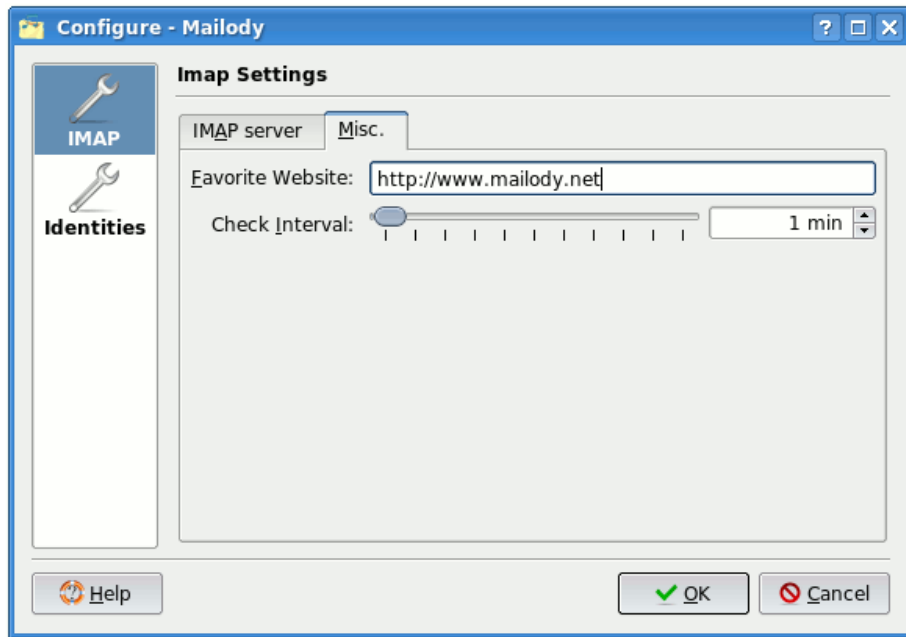
The first section of the Mailody configuration is the **IMAP** section. The **IMAP** section has two subsections or tabs, **IMAP server** and **Misc.**

The **IMAP server** subsection offers settings such as the address for your IMAP server, server security type (**Safety**), as well as your server authentication username and password.

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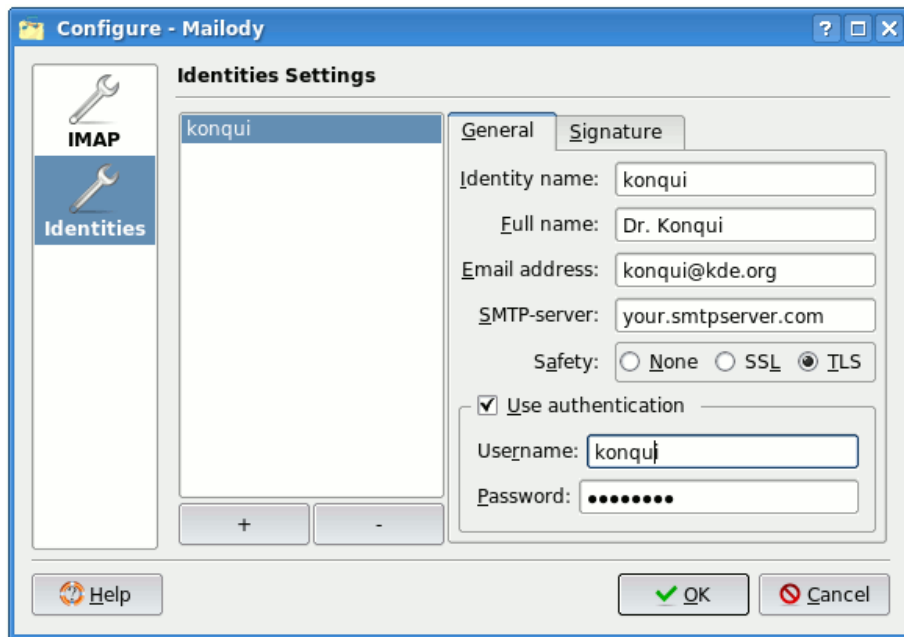
The Misc. subsection offers settings such as the address of your favorite website and the amount of time in between new mail checks. The default Favorite Website is <http://www.mailody.net>. You can change this setting to a link you wish to display in the main window of Mailody or leave it blank to display a blank page.



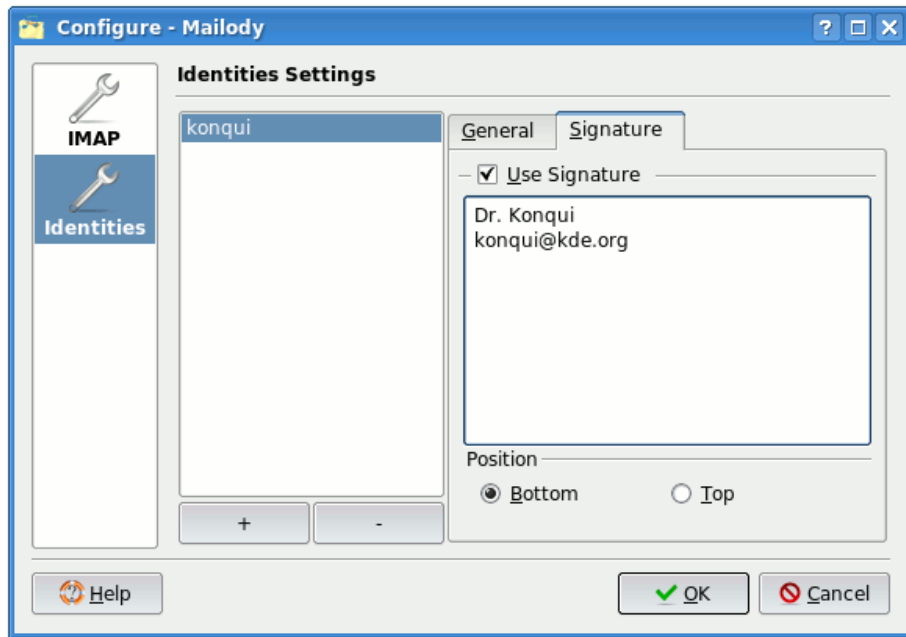
2.2 Setting your Identity

The second section of the Mailody configuration is the Identities section. The Identities section has two subsections or tabs, General and Signature.

The General subsection offers settings such as the name of the identity, user's full name, email address, SMTP server, server security type (Safety), and authentication. Settings are straight forward, however you should refer to the settings provided by your service provider.



The Signature subsection allows you to use and configure a custom signature for the emails that you send.



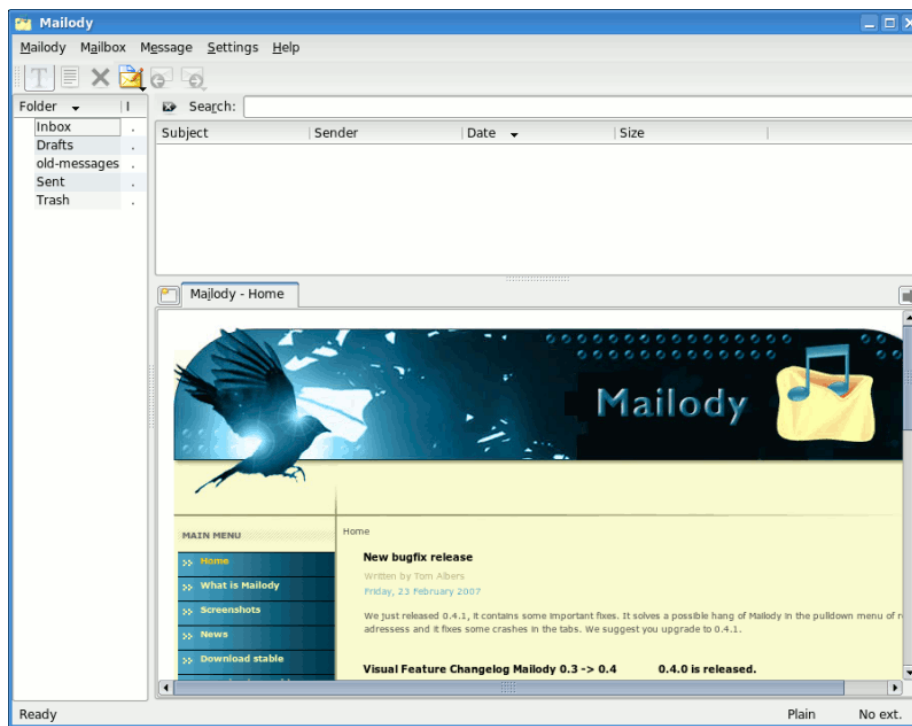
2.3 Testing your Setup

To test your configuration, send yourself an email. To open up the dialog for a new email message select Message → New (**Ctrl-N**). In the Recipient textbox, enter the email address you want to send a message to. Enter a subject, some sample text, and then press the Send button.

To check your email, select Mailody → Check for Mail Now (**Ctrl-L**). If you receive the message that you just sent, then your configuration is correct. However if you do not receive a message or error message, make sure that your network connection is working and then recheck your configuration.

Chapter 3

Using Mailody



3.1 The Main Window

The main window is the window that appears upon starting Mailody. By default the main window is separated into three panes.

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Folders (on the left) This pane contains a list of your IMAP server folders. To select a folder, simply click on it. The messages contained in the folder will display in the message list pane (upper right).

Message list (upper right) This pane lists header information (subject, sender, date, and size) for the messages in the selected folder. Clicking on a header will open the message in the message pane (lower right).

Message pane (lower right) This pane lists the body of the email message that is currently selected in the message list pane.

3.2 Keyboard Shortcuts

Keyboard Shortcut	Action
Ctrl-L	Checks for new email messages on the server.
Ctrl-Q	Quits the open Mailody session.
Ctrl-A	Selects all headers in the message list.
Ctrl-N	Opens the dialog to create a new email message.
Ctrl-R	Replies to the selected message in the message list.
Ctrl-F	Forwards the selected message in the message list.
Ctrl-P	Prints the selected message in the message list.
Ctrl-Shift+	Zooms in on the message in the preview pane.
Ctrl-	Zooms out of the message in the preview pane.
F10	Displays the message in plain text (if original message is HTML).
V	Displays the message's source information.
X	Use a fix font in the preview pane.
Delete	Marks the selected message for deletion.
0	Label 0, or no label. Removes any label added to the message header.
1	Label 1, adds a red highlight for a selected header, or changes the header font color to red when not selected.

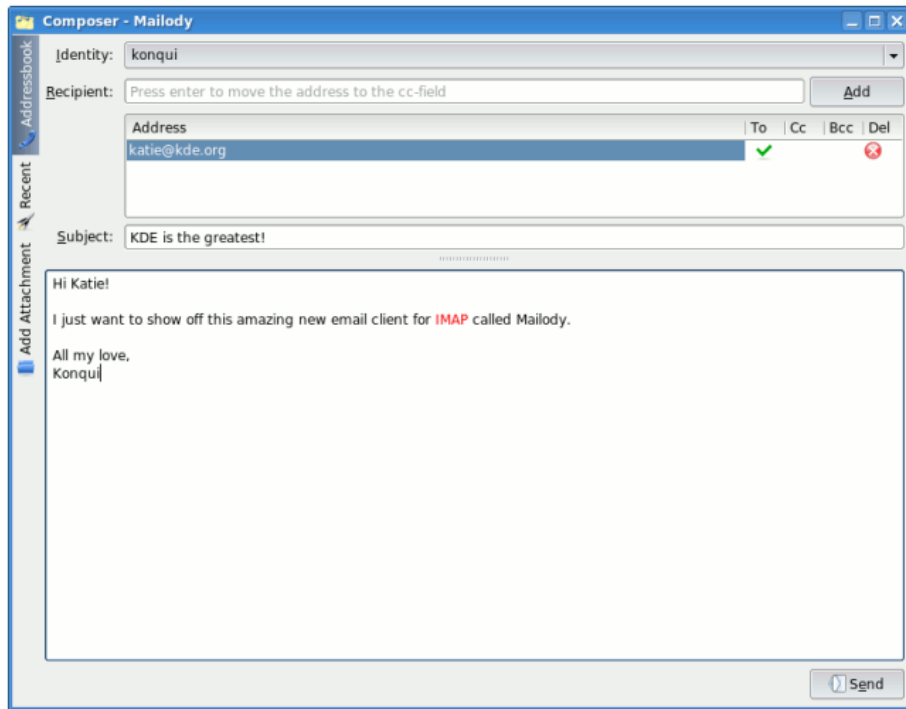
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2	Label 2, adds an orange highlight for a selected header, or changes the header font color to orange when not selected.
3	Label 3, adds a green highlight for a selected header, or changes the header font color to green when not selected.
4	Label 4, adds a blue highlight for a selected header, or changes the header font color to blue when not selected.
5	Label 5, adds a purple highlight for a selected header, or changes the header font color to purple when not selected.
F1	Displays this handbook.
Shift-F1	What's This? - Changes the mouse cursor to a question mark in which you can highlight a function and receive an explanation of that function.

3.3 The Composer Window

The composer window is used to write new messages and can be opened via Message → New (Ctrl-N) or from the New Message button.

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3.3.1 Composing a Message

To write your message, fill in the appropriate fields in the composer window. The following lists the sections within the composer window.

LEFT TASKBAR

Address book This lists all of the people in your KDE address book.

Recent This lists all of the people whom you have recently sent a message to.

Add Attachment This lists your /home folder allowing you to select a file to attach to the message.

MAIN COMPONENTS

Identity This allows you to select the identity which you want the message to be sent from (drop down to select one of multiple configured identities).

Recipient This text box allows you to manually type in the email address of the person whom you want the message to be sent to. Once you have typed out the address, press the Add button or press the **Enter** key. This will add the address to the list box below.

Subject This text box allows you to enter the subject of your message.

At the very bottom of the window is the actual box where you will type in your message. After you have typed in your message press the Send button.

3.3.2 Spell Checking your Message

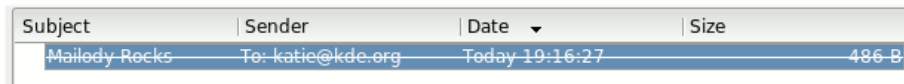
Spell checking in Mailody is done automatically. When you misspell a word, Mailody will automatically change the color of the font to red. Once you have completed typing your message, you can then right click in the message box and select Check Spelling.... This will take you through all of the misspelled words providing you with a list of correct possibilities, or you can manually type in your own correction.

3.4 Message Folders

On the left hand side of the main window is where your message folders are listed. Your folders will more than likely be different than another user's depending on how you have them setup on your server. Unlike POP3 clients, Mailody gets its folder list from the email server itself.

SENDING EMAILS DOESN'T PLACE THE EMAIL IN THE SENT FOLDER
When sending emails, the message you sent will be stored in the folder you sent it from. So if Inbox is highlighted when you send an email, that is where your message will be stored. You can drag messages into the Sent folder if you would like to have them stored there, or highlight the Sent folder and then send your message.

As explained in the previous *note*, moving messages from one folder into another is as easy as dragging and dropping it to where you want it to go. Clearing message from a folder is just as easy, however just right clicking or highlighting a message and pressing delete doesn't remove it from the folder, but marks it for deletion. After marking it for deletion you need to select Mailbox → Remove the deleted messages. The following image shows what a message will look like if it is marked for deletion.



Subject	Sender	Date	Size
Mailedly Rocks	To: katie@kde.org	Today 19:16:27	486 B

3.4.1 Create Folders

If your server allows you to create folders from an email client, then you will be able to easily create new folders in Mailody. To do so, right click in the white space of the folders pane and select Create new folder. You will be prompted to enter a name for the folder, and then to complete the process press the OK button.

3.4.2 Right click options

To activate the possible options for a folder, highlight with a right click and you will be provided a menu. The following are the possible list of options. Note that the Inbox does not contain the Rename folder or Delete folder options.

Mark all as read Marks all messages in the selected folder as read.

Sync mailbox with server Synchronize the mailbox locally with the mailbox on the server.

Remove the deleted messages If you have marked one or more messages for removal, this option will remove them from the server.

Create new folder If your server allows this option, you can create a new folder from within Mailody. If you create a folder, remember to sync with the server to apply the changes.

Rename folder If your server allows this option, you can rename a folder (except the Inbox). If you rename a folder, remember to sync with the server to apply the changes.

Delete folder If your server allows this option, you can delete a folder (except the Inbox). If you rename a folder, remember to sync with the server to apply the changes.

Check for new mail Does exactly as it says, it checks your server for new mail and displays them in the highlight folder.

Mark as trash folder If you mark a folder as the trash folder, when you delete a message, instead of removing it totally from the folder, it will be placed into the folder you marked as trash.

Chapter 4

Mailody Configuration

The Mailody configuration can be opened by going to Settings → Configure Mailody...

4.1 IMAP Settings

This section is the first section you will see upon opening the Mailody configuration. It consists of two tabs or subsections; IMAP server and Misc..

IMAP SERVER

IMAP-server This setting is where you will insert either the IP address (i.e., 192.168.0.100) or the host name (i.e., mail.yourserver.com) of your server.

Safety Here you are provided with three options; None, SSL, and TLS. Select the appropriate one according to the setting your server uses.

Username The username you use to authenticate with your server.

Password The password you use to authenticate with your server.

MISC.

Favorite Website A website URL that you would like displayed upon starting up Mailody that will be shown in the main window.

Check Interval The amount of time between checking the email server for new messages.

4.2 Identities Settings

This section is where you can add, remove, or manage your identity or identities. Each identity consists of two tabs or subsections; General and Signature.

To add an identity, locate the + button and press it. To remove an identity, first highlight it and then press the - button. To manage or edit an identity, highlight it and make the changes under the appropriate tab or subsection.

GENERAL

Identity name The name of the identity highlighted.

Full name The full name of the identity highlighted.

Email address The email address of the identity highlighted.

SMTP-server The IP address or the hostname of your outgoing mail server.

Safety Here you are provided with three options; None, SSL, and TLS. Select the appropriate one according to the setting your server uses.

Use Authentication Selection to use if your outgoing server requires authentication.

- *Username* - The username you use to authenticate with.
- *Password* - The password you use to authenticate with.

SIGNATURE

Use Signature Select this if you are interested in having a common or default signature sent with every message. In the text box below the selection is where you can create your custom signature.

Position Here you have two choices of where you want the signature you created placed. Bottom places it at the bottom of the email and Top places it at the top prior to the message body itself.

Chapter 5

Command Reference

5.1 The main Mailody window

5.1.1 The Mailody Menu

Mailody → Check for mail now (Ctrl+L) Checks for new email messages on the server.

Mailody → Sync mailbox list Synchronizes the folder list with the folders on the server.

Mailody → Refetch mailbox list Refetches the mailbox list from the server in case you have added, removed, or renamed folders on the server.

Mailody → Quit (Ctrl+Q) Disconnects from the server and closes out of Mailody.

5.1.2 The Mailbox Menu

Mailbox → Select all messages (Ctrl+A) Selects all messages in the highlighted folder.

Mailbox → Sync mailbox with server Synchronizes the highlighted folder with the server.

Mailbox → Remove the deleted messages Removes the messages marked for deletion or moves them to the folder you have specified as the trash folder.

Mailbox → Sort on youngest child Sorts threads based on the last received message. Normally messages are sorted based on the date of the message. When the message receives replies it might be hard to find the reply, because it is a reply to a message in the past. Mailody has a solution

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for that. It can sort the messages based on the dates of the replies to the message. So you will get all threads with replies grouped together at the top or bottom of the list.

Mailbox → Hide deleted messages Hides messages you have marked for removal / deletion.

5.1.3 The Message Menu

Message → New (Ctrl+N) Opens to the composer to create a new message.

Message → New message to Opens the composer to create a new message to the address you have selected.

Message → Reply to message (Ctrl+R) Opens the composer and prepares a reply to the selected message.

Message → Forward this message (Ctrl+F) Opens the composer and prepares to forward the selected message.

Message → Forward this message to Opens the composer and prepares to forward the selected message to the address you have selected.

Message → Print... (Ctrl+P) Prints the selected message.

Message → Zoom In (Ctrl+Shift++) Enlarges the font displayed in the message pane making it easier to read.

Message → Zoom Out (Ctrl+-) Shrinks the font displayed in the message pane.

Message → Show as Text (F10) Displays the message selected in a text format especially if the originating message was created in HTML.

Message → Show Source (V) Displays the header source of the selected message.

Message → Use Fixed Font (X) Changes to text in the message window to a fixed (monospace) font.

Message → Load external images If a message you received contains HTML and/or images from an external source (not attached), use this to view the image(s).

Message → Message Deleted (Delete) Marks the selected message for removal / deletion.

Message → No Label (0) Removes any labels that may have been applied.

Message → Label 1 (1) Applies label 1 to the selected message (highlights or changes the message list font to red).

Message → Label 2 (2) Applies label 2 to the selected message (highlights or changes the message list font to orange).

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Message → Label 3 (3) Applies label 3 to the selected message (highlights or changes the message list font to green).

Message → Label 4 (4) Applies label 4 to the selected message (highlights or changes the message list font to blue).

Message → Label 5 (5) Applies label 5 to the selected message (highlights or changes the message list font to purple).

5.1.4 The Settings Menu

Settings → Hide Toolbar Hides the toolbar located under the application menus.

Settings → Configure Shortcuts... Configures shortcuts used by Mailody.

Settings → Configure Notifications... Configures the types of notifications to display for events.

Settings → Configure Toolbars... Configures the toolbars used in Mailody.

Settings → Configure Mailody... Opens the Mailody Configuration dialog.

5.1.5 The Help Menu

Help → Mailody Handbook (F1) Invokes the KDE Help system starting at the Mailody help pages. (this document).

Help → What's This? (Shift+F1) Changes the mouse cursor to a combination arrow and question mark. Clicking on items within Mailody will open a help window (if one exists for the particular item) explaining the item's function.

Help → Report Bug... Opens the Bug report dialog where you can report a bug or request a 'wishlist' feature.

Help → Switch Application Language... Opens a dialog where you can edit the Primary language and Fallback language for this application.

Help → About Mailody This will display version and author information.

Help → About KDE This displays the KDE version and other basic information.

Chapter 6

Questions and Answers

This document may have been updated since your installation. You can find the latest version at <http://docs.kde.org/>.

1. *Will I ever be able to check my POP3 email with Mailody?*

We hate to say no, but this time we have to. Mailody is strictly an IMAP client. For POP3 clients we highly recommend KMail, but at the same time we highly recommend you switch to IMAP, as it is without a doubt superior. You can easily check, read, and respond to email no matter where you are, and you can easily have multiple computers attached to a single IMAP account without having to setup synchronization.

2. *Can I use my PGP or GnuPG key in Mailody?*

Not at this time. We will continue researching this and when the time comes for a great library for PGP and/or GnuPG implementation, we will look at including this then.

3. *Where does Mailody save my settings?*

Mailody settings are stored in `$HOME/.kde/share/config/mailodyrc`.

4. *Where does Mailody save my messages?*

Mailody does not save your messages. With any IMAP configured client, your messages are stored on the server itself. There is however a local cache which we use for speed reasons, it is located at `$HOME/.kde/share/apps/mailody/mailody.db`.

5. *How can I import my messages from a POP3 account with Mailody?*

Mailody will not import the messages directly. To import messages it would be best to review the documentation for your IMAP server, or with your IMAP provider. In some cases you do not need to configure anything for an IMAP server, after installing it just works and will show your local messages.

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6. *Are there any known bugs in Mailody?*

With any piece of software there are always going to be bugs. Unlike the proprietary world, with Mailody as well as most open source projects, not only can you view the bugs, but you can also track the progress on the bug you are interested in. Bugs for Mailody are tracked through the KDE bug database located at <http://bugs.kde.org/>. For reporting bugs you are advised to use the Help menu of Mailody.

7. *Can I setup multiple IMAP servers with Mailody?*

Not at this time. [Bug #142049](#) is currently posted and tracking this exact issue.

8. *Can I load attachments only on request with Mailody?*

Not at this time. [Bug #142180](#) is currently posted and tracking this exact issue.

Chapter 7

Credits and License

Mailody

Program copyright (c) 2006-2007 KovoKs toma@kovoks.nl and Frode M Døving frode@lnix.net

Contact the Mailody Team by sending an email to kde-pim@kde.org. Make sure that you start the subject of your email with [Mailody] as this address is shared by all Kontact applications. **#mailody** on **chat.freenode.net** is the IRC communications channel available to end-user and development support.

Contributors

- Tom Albers: *Author*
- Fred M. Døving: *Author*
- Maxilys and Kolum: *Idea to call this application Mailody*
- Jörn Ahrens: *Sidebar in the composer*
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Appendix A

Installation

A.1 How to obtain Mailody

Mailody is part of the KDE project <http://www.kde.org/> .

Mailody can be found in the extragear package on <ftp://ftp.kde.org/pub/kde/> , the main FTP site of the KDE project.

A.2 Requirements

The only requirements for Mailody is that you are using either Linux® or BSD.

All required libraries as well as Mailody itself can be found on [The Mailody SourceFORGE page](#).

You can find a list of changes in the [Latest changes](#) page at <http://www.mailody.net>.

A.3 Compilation and Installation

For detailed information on how to compile and install KDE applications see [Building KDE4 From Source](#)

Since KDE uses **cmake** you should have no trouble compiling it. Should you run into problems please report them to the KDE mailing lists.