

DEFINE E-MAIL DISTRIBUTION TABLE

SpoolOrganizer/400 can send an E-Mail message to multiple Internet users. To do this the administrator must set up a Distribution List in the Distribution Table. Once defined, the administrator can refer to the List Name on E-Mail Specifications. See Chapter 31 "Define E-Mail Specifications" for more information concerning E-Mail Specifications. SpoolOrganizer will send the message to each user in the list.

Select **F6** to add a new List Entry. The following screen should appear:

```

                                SpoolOrganizer/400                ADD      5/06/96
                                Add/Copy E-Mail Distribution List Entry      10:16:46

E-Mail Distribution List Entry to add/copy:

                                List Name: _____
                                Sequence Number: 00000100

F3=Exit   F12=Cancel Add/Copy

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```

List Name

Specifies the Name. Refer to this name on desired E-Mail Specs. All entries with the name will get a copy of the sent message.

Sequence Number

Specify a unique number for each entry within a given List Name. The sequence number will define the order the names/addresses will appear in the message's recipient list.

Press **ENTER**. The following screen should appear:

SPOOLORGANIZER/400™

SpoolOrganizer/400	ADD	5/06/96
Define E-Mail Distribution List Entry		10:16:46
List Name: D1	Seq Num: 00000100	
To/Bcc Address:	_____	
_____	_____	
_____	Address Type: <u>S</u>	(S, U, N)
To/BCC Name:	_____	
_____	_____	
_____	_____	
Descriptive Text:	_____	
F3=Exit	F12=Cancel Current Operation	
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The above parameters have the following definitions:

To/Bcc Name and Address

Specifies the recipient of the message. The Address is required, the Name is optional. To recipients will appear on the message as *to-name <to-addr>* or *to-addr*. Bcc recipients will not appear in the message. .
Special values for the address field are:

***JOBUSER:** For address type U, the sending job's user profile is used to determine the SMTP address.

***SPLUSER:** For address type U, the spool entry's user profile attribute is used to determine the SMTP address.

Address Type

Specifies the type of address. Specify one of the following:

S: The specified value is a standard SMTP address in the form *name@domain*. The address must follow Internet conventions.

U: An AS/400 user profile is specified. SpoolOrganizer will look up the associated SMTP address in the system directory.

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N: A SNADS user is specified. SpoolOrganizer will look up the associated SMTP address in the system directory.

Descriptive Text

Specify up to 30 characters of text which describes the List Entry