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Communicating With Other Users # 999022

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Symbolics, Inc. 4 New England Tech Center 555 Virginia Road Concord, MA 01742

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PART I.

Zmail Reference Guide

Communicating With Other Users

1. Overview of Zmail

Zmail is a display-oriented mail system for Genera. Using Zmail, you can send and receive mail, archive your mail in disk files, and operate on groups of messages selected according to very flexible criteria. Note that Zmail is not a facility for exchanging immediate, interactive messages with another user; that facility is called Converse. See the section "Converse", page 113.

Zmail provides the Zmacs editing commands for composing and editing messages. See the section "Zmacs Manual" in *Text Editing and Processing*.

1.1 Format Conventions for Zmail Commands

Zmail command descriptions are formatted as follows:

Command (How) This represents the description of the command Command. How tells how to invoke the command.

Here are the different kinds of Zmail commands:

Menu	u The command is an item to be clicked on in the top-level command menu. See the section "Top-Level Interface to Zmail" page 10.				
Editor Menu	(Mail-mode commands only.) The command is an item to be clicked on in the editor menu that you get by clicking right in mail mode. See the section "Mail Mode in Zmail", page 21.				
Kbd	The command is a character or key to press at the keyboard, such as $c-m-SPACE$ or ABORT.				
m-X	The command is an extended command. Type $n-X$ (or just X) followed by the command, exactly as written. See below for an example description that includes more information on $n-X$.				
Summary Window The command is a click to be made on the summary window, such as Click left on Summary Line.					
For example, the description of a Zmail menu item looks like this:					
[Next] Zmail Menu Item					

[Next] This would describe the left click on [Next].

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[Next (M)]	This would describe the middle click on [Next]. Frequently the
	behavior of the middle click can be set in your Zmail Profile.
	See the section "Zmail Profile Options", page 62.

[Next (R)] And this would describe the right click on [Next].

The descriptions of command typed from the keyboard look like this:

- n J (Kbd)
 'This is what the description for the J command looks like. The "n" means that J can take an optional numeric argument. To give the argument, type an integer (positive, negative, or zero) before typing J. (The number is echoed in the mode-line window. If you mistyped the number you were entering, type c-G (before typing J) and start over.)
- n Move to Default Previous Point (m-X)

This is the description for a m-X command that takes a numeric argument. To give an argument, type an integer, then X or m-X, then the words Move to Default Previous Point, then press RETURN. After you type the X, the mode line changes to a Zwei minibuffer into which you type the m-X command. (If you have typed an argument, 53, for example, a note appears saying "Arg = 53".)

While you are typing in the minibuffer, you can use several special characters:

- RUBOUT Deletes last character typed.
- ABORT Aborts the n-X command. The minibuffer disappears and Zmail is ready for a new command.
- COMPLETE Completes as much of the command as possible. (For example, typing "mov COMPLETE" would complete to "Move", because there are several commands beginning with "move". If you then type " to d COMPLETE", this completes to "Move to Default Previous Point" because no other commands begin with "Move to d".)
- RETURN Performs completion (like COMPLETE) and then executes the command (if it is able to do completion).
- c-? Shows the possible completions for the partial command being entered.
- c-sh-? Shows the command names containing the string typed.
- HELP Gives information on the special characters and show possible completions.

There are other special characters and commands available in the minibuffer. See the section "Zmacs Manual" in *Text Editing and Processing*.

m-X is not the only command that uses the minibuffer; most commands that prompt for keyboard input (for example, for entry of filenames) use the minibuffer. Such commands often specify a default for the data they prompt for; if so, you can get the default by just pressing RETURN to the minibuffer. You can also press c-m-Y to yank the default into the minibuffer for editing. Commands or subcommands that use the minibuffer can always be aborted by pressing ABORT when the minibuffer appears.

One point to keep in mind is that many of the commands have options and defaults that you can customize for yourself. See the section "Setting and Saving Zmail Options", page 53.

1.2 Online Help for Zmail

Some online documentation is available. This comes in five forms:

- Explanations displayed automatically: Often, useful information about what Zmail is doing is automatically displayed on the screen. This information is usually displayed in the mode line.
- Mouse documentation line: Tells what clicking the mouse buttons would do with the mouse in its current position. You can read short documentation for many commands by watching the mouse documentation line as you move the mouse around the screen.
- Describe Command (n-X): Prompts for the name of a n-X command and displays its help documentation.
- Apropos (m-X): Prompts for a character string and displays a list of the m-X commands containing that string in their names.
- HELP key: While at top level, documentation on any top-level command is available by pressing HELP and then typing a character or key, or clicking on a command from the command menu. For example, to get information on the N command, press HELP N. (See Figure 1.)

For information on the Next command, press HELP and then click (any button) on [Next]. (See Figure 2.)

To learn about the Move to Default Previous Point (m-X) command, press HELP X and then type Move to Default Previous Point and press RETURN. (See Figure 3, which shows the screen just before RETURN was pressed.)

Some of the documentation states that some command normally does suchand-such, but "is controlled by *...-...*". What this means is that the exact action performed by the command is an option that you can set in your profile. See the section "Customizing Zmail", page 53.

If you press HELP *, you get a list of Zmail commands and short explanations. The command names you are given are the m-X names; the list also tells if the command is available from the keyboard or command menu.

While in mail or edit mode, you can get documentation on the keyboard versions of mail or edit mode commands by pressing HELP C for Keyboard commands, or HELP D for m-X commands, followed by the command itself.

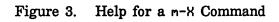
Profile Quit Delete Undelete Reply Previous Continue Mail Other Configure Save Next Survey Sort Keywords Select Get inhox Jump Map over Move Select connand by pressing a character or clicking on the menu, or press "#" for all: is Next, implemented by ZWEI:COM-ZMAIL-NEXT: Now to next nessage. Skips deleted nessages. Hiddle normally noves to the end, but is controlled by #NEXT-MIDDLE-MODE#. Right for a nenu. Press Space to renove this display, or press any other character or click on the menu to execute a connand:

Figure 1. Help for a Keyboard Command

Profile Configure Survey Sort	Quit Save Get inbox Map over	Delete Nezi Jump Move	Undelete Previous Keywords Select	Reply Continue Mail Other			
Select connand by pressing a character or clicking on the nenu, or press "#" for all: Ditt Ditt This selection is Next, inplemented by ZHEI:CON-ZMRIL-NEXT: Now to next nessage. Skips deleted messages. Hiddle normally noves to the end, but is controlled by #NEXT-MIDDLE-MODE*. Right for a menu. Next Next New Next Next Next Next Next Next Next Next							
Press Space to renove this display, or press any other character or click on the menu to execute a connand:							

Figure 2. Help for a Menu Command

Profile Configure Survey Sort	Quit Save Get inbox Map over	Delete Next Jump Move	Undelete Previous Keywords Select	Reply Continue Mail Other			
Select connand by pressing a character or clicking on the nenu, or press "\$" for all: x is Extended Connand, inplemented by ZWEI:COM-ZMAIL-EXTENDED-COMMAND: Execute any top-level connand							
Rotate the point p	This connand is Move To Default Previous Point, inplemented by ZHEI:COM-ZMRIL-MOVE-TO-DEFAULT-PREVIOUS-POINT: Rotate the point pdl. A numeric argument specifies the number of entries to rotate, and sets the new default.						
Press Space to remove this display, or press any other character or click on the menu to execute a command:							



1.3 Zmail Architecture

Zmail runs in two processes. The foreground process is the main process; the background process performs file operations. Only one main Zmail window exists; by contrast, many editor windows or Dynamic Lisp Listener windows can coexist. Input into text buffers is processed by Zwei, the text-handling subsystem used by the editor. Zmail submits mail to and receives mail from a *mailer* program running on a mail server. See the section "Symbolics Store-and-Forward Mailer", page 125.

1.3.1 Conceptual Architecture

The objects Zmail manipulates are of the following types:

- messages Composed of a text field and a number of header fields. The text field is the body of the message, while the headers supply routing information such as sender, recipient(s), date, and so forth. Messages have a variety of properties (for example, Answered, meaning that you have replied to the message) and can have any number of keywords, which are simply user-defined tags. The message you are examining at any particular time is called the current message.
- mail buffers Named groups of messages. Each mail buffer is associated with a disk file from which it was read, or to which it will be saved, or both. It bears the same name as its associated file. Each mail buffer stores various attributes specifying its format and other properties. You can set or alter these by using [File Options] in Profile Mode. See the section "Zmail Profile Options", page 62.
- mail collections Named groups of messages drawn from one or more mail buffers. (A single message exists in exactly one buffer and any number of collections.) The name of the collection indicates how it was created. Mail collections allow you to group related messages from one or more mail buffers. Collections cannot be saved on disk. However, you can copy the collection to a buffer and save the buffer. See the section "Saving, Expunging, Killing, and Renaming Zmail Messages", page 50.
- mail sequences Buffers and collections. The last mail sequence selected is called the *current mail sequence*.
- mail files Mail buffers saved on disk. When mail buffers are invoked,

their associated files are automatically read in if they are not present already; you never actually manipulate the file itself with Zmail. Mail buffers and mail files are analogous to editor buffers and text files.

inbox files (or inboxes)

The files in which new mail appears. When you ask for your new mail, the contents of your inbox are appended to your *default mail file* and displayed. (Thus, unless you delete or move them, messages are saved in your default mail file. Zmail does not use a single file as both default mail file and inbox, as some mail systems do.)

Figure 4 shows the relationships among objects of the above types.

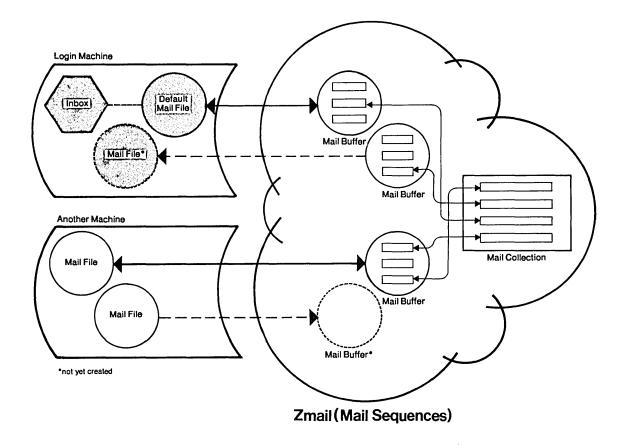


Figure 4. Messages, buffers, files, and collections.

1.3.1.1 Zmail Inboxes

The relationship of Zmail inboxes to other Zmail objects is a dynamic one, defined by the operation of the [Get inbox] command, which works like this:

- 1. Zmail starts reading your default mail file into a mail buffer (if it has not been read in already), and that buffer is selected as the current buffer.
- 2. Zmail checks to see if your inbox exists. If not, you have no new mail and Zmail displays a message to that effect. If your inbox does exist, it is renamed according to the limitations of the file system, and in such a way that it is evident that it is Zmail's temporary file, and its contents are read in by the background process and appended to the mail buffer.
- 3. While you read your mail, the background process saves the new version of the buffer onto the disk and deletes the renamed inbox. When this is done can be controlled in your profile. See the variable zwei:*inhibit-background-saves*, page 65.

When Zmail checks to see if your inbox exists, it checks first for the existence of a renamed inbox. Thus the renaming ensures that no mail is lost due to a system crash. The next use of [Get inbox] after a crash results in the old renamed inbox being included first, and after that is processed, the inbox containing newer mail is renamed and read.

1.3.2 Top-Level Interface to Zmall

Zmail accepts input from the keyboard and the mouse. Output is displayed on, and mouse input is accepted from, the display shown in Figure 5. This display has four regions, all of which are mouse-sensitive:

1.3.2.1 Summary Window

The Summary Window displays a line for each message in the current sequence, with an arrow indicating the current message.

The information provided in the summary line is:

- No. The message number. Whenever Zmail displays a list of messages, it numbers them for easy reference. The numbers refer only to the position of the message in the list, so when you list subsets of the mail file, the messages show up with different numbers. And when you delete or rearrange messages, the numbers change accordingly.
- status letter The status letter is the letter or symbol following the message number. Possible status letters are:

	- The message has not yet been displayed.
	: The message has been or is being displayed.
	A The message has been answered.
	D The message has been deleted.
	(The above list is in reverse order of precedence; that is, a deleted message is marked D whether or not it has been answered.)
Lines	The message length in lines.
Date	The date the message was sent.
From→To	The sender (From field) and as much of the recipients (To field) of the message as will fit, summarized on either side of the \rightarrow . A missing name before or after the arrow means the message was from or to you. For example, \rightarrow PJF, ,MJH represents a message from you to PJF, yourself, and MJH. Only the To: recipients are listed, not the Cc: or Bcc: recipients. See the section "Sending Your Mail" in <i>User's Guide to Symbolics Computers</i> . See the section "Commands for Sending Mail", page 16.
Keywords	The keywords attached to the message are enclosed in braces.
Subject or Text	The Subject: field of the message, or in the absence of a

Subject: field, the first non-blank line of text in the message.

1.3.2.2 Command Menu

The Command Menu provides a mouse-sensitive menu of the most useful top-level commands. In Zmail documentation, when we say, for example, "[Get inbox]", we mean the Get inbox command in this menu. Some of these commands (for example, [Delete]) apply only to the current message.

1.3.2.3 Message Window

The Message Window displays the current message. The message window is an editor buffer.

Initially, there is no current message; instead, there is a short note explaining how to read and send mail. When you read your mail, the first new message becomes the current message; if there is no new mail, the first old message is the current message. As you move around the mail file to inspect other messages, they are selected as the current message and displayed.

1.3.2.4 Zmail Minibuffer

The minibuffer contains the mode line. It is also where some short notifications get displayed.

Zmall Mode Line

The *Mode Line* gives status information about Zmail and about the current message, including its properties and keywords.

The various information in the mode line is:

Program status The mode the program is in. Possibilities are:

- Zmail is at top level.
- Zmail Mail
 Zmail is in mail mode, in which mail is sent. Following the word Mail is the mode in which the message to be sent is being edited, for example (text). The editor mode is followed by either Message, Headers, or Mail, indicating which window the cursor is in. (For a description of these windows, see the explanation of the c-X 0, c-X 1, and c-X 2 commands. See the section "Configuring and Selecting Zmail Windows", page 22. See the section "Sending Your Mail" in User's Guide to Symbolics Computers. See the section "Replying to Mail" in User's Guide to Symbolics Computers.)
- Zmail Profile Zmail is in Profile mode, in which you can customize Zmail. See the section "Customizing Zmail", page 53. Following the word Profile is the name of your Zmail init file, in which the customizations are stored.
- Zmail Marking Zmail is in Marking mode, executing the Mark Survey command.
- Zmail Editing Message Zmail is in Editing Message mode, in which you can edit your copy of a previously received message.
- Current mail file The name of the current mail file, or "No current mail file" if there is none.

Current message number/total number of messages

Message properties Properties describing the current message, in parentheses. Possible properties are:

unseen	Message is now being displayed for the first time
deleted	Message has been marked for deletion

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recent	Message was new mail in the current session
last	Message is the last in the file
filed	Message has been copied to another file
answered	Message has been answered
forwarded	Message has been forwarded
redistributed	Message has been redistributed
badheader	Message has a bad header
Keywords	Any keywords that have been saved on this message, in braces.
More	Indicates that there is more of the message off the screen.
Mara Balaw	There is more tout following this screen use SCROLL to see it

--More Below-- There is more text following this screen, use SCROLL to see it. --More Above-- There is more text before this screen, use m-SCROLL to see it. --More Above and Below-- You are in the middle of the message.

Second Mode Line

The second mode line gives useful information on what the program is doing at various times. In Figure 5, for example, the new mail message means Zmail detected new mail in your inbox. Other messages that appear in the second mode line tell you what file the program is reading or writing, what error just occurred (Zmail flashes the screen also), or what certain keys do (for example, END and RBORT). It is a good idea to check the mode lines if you are unsure where you are in the program or how to get elsewhere.

The Summary and Message Windows can both be scrolled using the scroll bar. See the section "Scrolling" in User's Guide to Symbolics Computers. The Summary Window can also be scrolled forward by pressing c-m-V and backward by pressing c-m-sh-V. The Message Window can be scrolled forward with the SCROLL key, by pressing SPRCE or by clicking left on the --More Below-- message in the mode line, and backward by m-SCROLL, m-V, or by clicking on the --More Above-- message in the mode line.

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No, Lines Date Fron+To_	Subject or	lext		
11				
11				
Profile	Quit	Delete	Undelete	Reply
Configure	Save	Next	Previous	Continue
Survey	Get inbox	Jump Move	Keywords Select	Mail Other
Sort	Map over	riove	JEIECL	Uther
Type the HELP key for help				
Diype the HELP key for help To read your nail, click L To send a nessage, click L To send a bug report, clic	eft on "Get inbox".			
To send a bug report, clic	k Middle on "Mail".			
l Message				
Znail No current nessage sequ	Jence	·····		
1				
[Tue 1 Jul 1:07:01] Ellen	CL-USER :	User Input	Touhee's console idle 37 minutes	1918 mbar+ 89 Ft 1 - 12 mph NH

Figure 5. Main Zmail window.

2. Basic Zmail

2.1 Entering Zmail

Zmail can be started in several ways:

- By pressing SELECT M (the most common way)
- By giving the command Select Activity Mail
- By typing (zmail) to a Lisp Listener
- By clicking on [Mail] in the System menu

When started via (zmail), Zmail begins reading in your primary mail file and inbox (if any). See the section "Commands for Reading Mail", page 17.

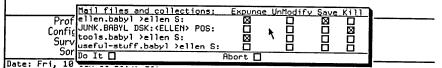
When invoked using the SELECI key, the command processor, or System menu, Zmail displays an explanatory message and allows commands that do not require a mail file. Click on [Get inbox] in the Zmail menu or press G to read in your mail file; click on [Mail] or press M to send mail.

You can start up Zmail from your init file by using the function **zwei:preload-zmail**. See the function **zwei:preload-zmail** in User's Guide to Symbolics Computers.

2.2 Exiting Zmail

The usual way to exit Zmail is to save your mail file by clicking on [Save], or by pressing S, and then select another program using the SELECT key or the System menu. Clicking right on [Save] pops up a menu listing the loaded mail files. See the section "[Save] Zmail Menu Item", page 106.

Another way to exit is to click on [Quit], or press Q. This saves your mail files just as [Save] does, and then returns you to the window from which you selected Zmail. Clicking right on [Quit] pops up a menu. See the section "[Quit] Zmail Menu Item", page 103.



From: Wendy Little <1ittle@SCRC-STONY-BROOK.ARPA>



Ц	21- 22-			MLB@C+DLW DCP+ddyer@WHITE	E, Bug-L1:)on't Sav Ask	e	Quit Logout	ı your init file vroke	
		Prof Confi Surv	gure /ey		Quit Save Get int	Save Do It	×	Abort	Delete Next Jump	_
		So	rt		Map ove	r			Move	

Figure 7. [Quit (R)]

2.3 Commands for Sending Mail

This section describes how to send and reply to mail. Included are brief descriptions of the Mail and Reply commands, which are used for sending various types of mail. For complete descriptions of these commands:

See the section "Zmail Mail Commands", page 20. See the section "Zmail Reply Command", page 26.

For a complete description of the commands available in *mail mode*, in which you actually write your mail: See the section "Mail Mode in Zmail", page 21.

To send a message, click on [Mail], which is displayed in the command menu.

Command	Meaning			
[Mail] or M (Kbd)	Starts up a window for composing a mail message.			
[Mail (M)]	Starts up a window for composing a bug report. You can control the behavior of click middle in your profile. See the variable zwei:*mail-middle-mode*, page 65.			
[Mail (R)]	Calls up a menu of mail sending operations.			
To reply to the current message, click on [Reply].				
Command	Meaning			
[Reply] or R (Kbd)Starts up a window to reply to the current message. You can customize the window configuration. See the variable zwei:*reply-window-mode*, page 68.				
[Reply (M)] Starts up a window to reply to the current message with message being replied to included. You can control the h of click middle in your profile. See the variable zwei:*min reply-mode*, page 68.				

[Reply (R)] Calls up a menu of reply options.

Either [Mail] or [Reply] place you in *mail mode*. This is an editor buffer and most Zmacs editing commands are available. See the section "Mail Mode in Zmail", page 21. See the section "Zmail Reply Command", page 26.

2.4 Commands for Reading Mail

There are two types of commands for reading mail:

- Commands that read your inbox file and either load the contents into Zmail or display the contents on the screen.
- Commands that you use as you read your mail.

This section describes both types of mail reading commands, first the [Get Inbox] command and the other commands that read your inbox and then the commands that you might use as you read your mail.

2.4.1 Commands to Read Your Inbox

The commands to read your inbox are:

[Get Inbox] Reads in the inbox associated with the current sequence. See the section "[Get Inbox] Zmail Menu Item", page 92.

Check for New Mail (m-X)

Checks the inbox for the current sequence for new mail.

Show Mail (m-X) Displays the contents of the inbox for the current sequence. See the section "Show Mail (m-X) Zmail Command", page 108.

In reading your mail, there are two files involved: your mail file (more properly, your *primary mail file*), which contains messages you have already seen, and your *inbox*, which contains messages you have not seen yet. If you do not have a mail file the Get Inbox command offers to create one for you. This is case the first time you run Zmail. Press RETURN to let Zmail create the file, or ABORT if for some reason you do not want a mail file. There is no similar problem with inbox files; they are created when needed, and deleted once read.

The reading is done in a background process, so the display of the first message should come up rapidly. The background process continues to read in the mail file and inbox and write out the updated mail file, if necessary. You are therefore allowed some limited interaction while this is going on.

New messages have the (unseen) and (recent) properties and the "-" status letter.

- (unseen) Applies up to and including the first time the message is displayed.
- "-" Applies up to but not including the first display.
- (recent) Applies to any message that was read in as new mail during the current terminal session.

A warning: if you use c-m-ABORT to abort out of [Get Inbox], you might end up with your mail file partially read in. To see if this is the case, check the Expunge/Save/Kill menu (use [Save (R)]: See the section "[Save] Zmail Menu Item", page 106.). If the name of the file appears there, but the file was not selected – that is, messages from the file did not appear on your screen – then you should use the menu to kill the file. (This does not kill the disk copy of the file, only the copy in memory.)

2.4.2 Commands to Read Your Mail

2.4.2.1 Commands to Use While Reading Mail

[Delete] or D (Kbd) Deletes the current message and move to the next.

[Next] or N (Kbd) Moves to the next message.

[Previous] or P (Kbd) Returns to the previous message.

For more details on moving from message to message or selecting groups of messages: See the section "Zmail Message Movement Commands", page 29. See the section "Zmail Mail Collections", page 46.

[Reply] or R (Kbd)

Replies to the current message. See the section "Replying to Zmail Messages", page 39.

Click right on summary line

Pops up a menu of operations on a message. See the section "Zmail Message Summary Line", page 19.

Undigestify (n-X) Separates a digest into its messages. See the section "Undigestify (n-X) Zmail Command", page 111.

For more suggestions about ways to handle your mail: See the section "Managing Your Mail", page 39.

2.4.2.2 Zmail Message Summary Line

You can perform a large number of mail handling operations by clicking on the summary line of a message. Mouse-L Selects the message as current.			
Mouse-M	By default, deletes or undeletes the message (toggles the delete flag). You can select the action for the middle click in your profile. See the variable zwei:*summary-mouse-middle-mode*, page 72.		
Mouse-R	Pops up a menu of commands to operate on the message. Where appropriate, clicking left, middle, or right on the item in the menu has the same effect as clicking on the Zmail menu item of the same name.		
Keywords	Adds keywords to this message. See the section "[Keywords] Zmail Menu Item", page 94.		
Delete or Undelete			

Deletes or undeletes this message.

Communicating With Other Users

Reply	Starts a reply to this message. See the section "[Reply] Zmail Menu Item", page 105.			
Move	Moves this message. See the section "[Move] Zmail Menu Item", page 98.			
Concatenate	Prompts for the number of a message to concatenate with this message.			
Filter	Lists the predefined filters that characterize this message and then starts a collection based on the one you select.			
Forward	Forwards this message.			
Redistribute	Redistributes this message.			
Survey Conversation Displays the summary lines of all the other messages in this conversation.				
Select Conversation Starts a collection of all the messages in this conversation.				

2.5 Mail Commands

The Mail command and its variants are used for most mail sending operations: sending normal mail, sending bug reports, forwarding and redistributing mail you have received, and sending local mail. The most common mail operation not handled by the Mail command is replying to a message you have received; this is done using the Reply command. See the section "Zmail Reply Command", page 26.

2.5.1 Summary of Mail Commands

[Mail]	Starts a new mail message. (M) and (R) offer options. See the section "[Mail] Zmail Menu Item", page 96.
M (Kbd)	Starts a new mail message. See the section "M (Kbd) Zmail Command", page 95.
Bug (n-X)	Starts a bug report. This inserts information about your machine's software versions for bug-tracking purposes. See the section "Bug (n-X) Zmail Command", page 86.
Forward (n-X)	Forwards the current message. See the section "Forward (n-X) Zmail Command", page 91.
F (Kbd)	Forwards the current message. See the section "F (Kbd) Zmail Command", page 91.

Redistribute Message (m-X)

Sends this message to some new recipients. See the section "Redistribute Message (m-X) Zmail Command", page 104.

Redirect Message (m-X)

Sends the current message to some new recipients, removing some others. See the section "Redirect Message (m-X) Zmail Command", page 104.

These commands all put you into mail mode.

2.5.2 Mail Mode in Zmail

When you compose a message, either a new message or a reply to a message you have received, you are in *mail mode*. The configuration of your screen varies depending on whether you are sending a new message or operating on a message you have received. If you are starting a message you are placed in *one-window* mode, that is, just a header window and a single message window. If you are replying to a message the configuration depends on how you have set up your profile. The default is *two-window* mode, that is, one window containing the message to which you are replying and the other for your reply. You can *yank* the message being replied to into your reply (See the section "c-X c-Y (Kbd) Yank Replied Messages Zmail Command", page 112.) or you can set an option in your profile to automatically do the yank when you reply. See the variable zwei:*reply-window-mode*, page 68.

This section lists the commands available in mail mode. In addition, since the windows in mail mode are editor windows, most Zwei commands are available.

Many commands are available via the editor menu (click right on any of the editor windows in mail mode). These commands are marked "(Editor Menu)".

Except as noted, all these commands can be used regardless of which window (Headers, Mail, or Message) is selected.

This section also includes a description of the Continue command, a top-level command whose use is closely related to mail mode.

2.5.2.1 Altering Header Fields

The commands in this section provide a convenient way to add or alter various header fields. Click right while composing a mail message to get a menu of these items. Of course, since the headers window is just an editor window, the usual editor commands can be used instead of the commands listed here. Note also that the word Subject: can be typed in as S:, a convenience if you choose not to use the Add Subject Field (n-X) command. See the section "Zmail Header Formats", page 75.

Add To Field Add Cc Field Add Fcc Field Add From Field Add In-reply-to Field Add Subject Field Add File-References Field Change Subject Pronouns

2.5.2.2 Configuring and Selecting Zmail Windows

(Note: The Add xxx Field commands are also window selection commands, in that they select the headers window. See the section "Altering Zmail Header Fields", page 21. In addition, you can select a window by clicking left on it.)

The explicit window configuration and selection commands are:

Add More Text (Editor Menu	Ad	ld	More	Text	(Editor	Menu)
----------------------------	----	----	------	------	---------	-------

Selects the mail window.

c-X O (Kbd)	Selects another exposed window. See the section "c-X 0 (Kbd) Zmail Command", page 101.
END (Kbd)	Adds more text or sends the message. See the section "END (Kbd) Zmail Command", page 91.
c-X 0 (Kbd)	Selects zero-window mode. See the section "c-X Ø (Kbd) Zmail Command", page 83.
c-X 1 (Kbd)	Selects one-window mode. See the section "c-X 1 (Kbd) Zmail Command", page 83.
c-X 2 (Kbd)	Selects two-window mode. See the section "c-X 2 (Kbd) Zmail Command", page 84.

2.5.2.3 Saving and Restoring Message Drafts

If you are composing a long, complicated message, you might wish to save intermediate drafts of it. Or perhaps you want to be able to interrupt your work and come back later. The draft message and draft file facilities provide a convenient way to do this.

Zmail Draft File Facility

Using the commands listed below, draft files allow you to save messages you are composing into disk files. Draft files are written out to disk immediately, making them useful as protection against a crash. (Note: only one message can be stored per disk file; reusing the file name writes a higher-numbered version.)

[Save Draft File] (Editor Menu)

c-X c-S (Kbd) Saves the message being composed in a disk file. The first time it is used, it prompts for entry of a filename; subsequently, it uses the same filename.

[Write Draft File] (Editor Menu)

c-X c-W (Kbd) Saves the message being composed in a disk file. Prompts for entry of a filename.

[Restore Draft File] (Editor Menu)

- c-X c-R (Kbd) Restores a previously saved draft. The current contents of the Headers and Mail windows are lost.
- [Continue (R)] Pops up a menu of messages you have composed. Click right on [All Drafts].

[Restore Draft File]

Prompts for a filename of a saved draft and enters mail mode with the Headers and Message windows restored from the file.

Zmall Draft Message Facility

The draft message facility allows you to save message drafts in mail files using the commands listed below. Since mail files are not written out until explicitly requested, draft messages are unsuitable for protection against crashes. See the section "Exiting Zmail", page 15. But since they sit visibly at or near the end of your mail file, draft messages are good when you wish to interrupt your work and return later. A draft message is harder to forget than a draft file would be.

[Save Draft As Message] (Editor Menu)

- c-X c-m-S (Kbd) Saves the message being composed as a draft message in the current mail file. Subsequent uses do not create new draft copies, but update the old draft.
- [Continue (R)] Pops up a menu of messages you have composed. Click right on [All Drafts].

[Restore Draft Message]

Enters mail mode with the Headers and Mail windows restored from the current message, if it is a draft message. If it is not, flashes the screen and ignores the Continue command. [Restore Draft Message (R)]

Waits for you to click on a draft message in the summary window or type a message number in the mini-buffer, then enters mail mode with the Headers and Mail windows restored from that message. (If the selected message is not a draft message, Zmail flashes the screen and ignores the Continue command.)

Reply (Menu) $n \in (Kbd)$

If the current message is a draft message, any form of the Reply command enters mail mode with the Headers and Mail window restored from the draft message. (If the current message is not a draft message, the Reply commands operate as described. See the section "Zmail Reply Command", page 26.)

Click Right on Summary Line

Note: Once mail mode has been reentered, it is just as if you had used the Mail command and retyped the message. All the mail mode commands operate as expected; in particular, END from the Mail window mails the message and ABORT returns you to Zmail top level without sending the message.

2.5.2.4 Leaving Mall Mode in Zmail

You can leave mail mode in two ways: by sending the message, or by aborting.

If you send the message, Zmail normally responds "Message sent" and returns you to top level. If there is a problem, Zmail tells you about it and remains in mail mode to allow you to fix things up. Typical problems are omitting the To: field, trying to send mail to a nonexistent user, or mistyping a user name.

After you have sent the message, you can use Show Draft Dispositions (n-X) to find out which mail server sent your message, to whom, at what time.

After a message has been sent, you can edit and resend it, perhaps to different recipients, by using the Continue command. See the section "Continuing Completed or Aborted Zmail Messages", page 25.

If you abort, Zmail says Aborting, use the "Continue" command to continue. and returns to top level. You can continue using the Continue command.

END (Kbd) Sends the message or add more text. If typed while in the Mail window (or the Message window in zero-window mode), sends the message. Otherwise, selects the Mail window to allow you to add more text.

[Send Message] (Editor Menu) c-ESCAPE (Kbd) Sends the message.

ABORT (Kbd) [Abort Send] (Editor Menu) c-] (Kbd) Aborts mail mode.

2.5.2.5 Continuing Completed or Aborted Zmail Messages

The commands in this section allow you to reenter mail mode to continue editing messages already written. Already written messages are of four types:

- Messages that were sent successfully.
- Messages that were aborted. See the section "Leaving Mail Mode in Zmail", page 24.
- Draft messages saved in draft files.
- Draft messages saved as messages.

This section describes how to continue sent and aborted messages. All the messages you have composed during your current Zmail session, whether you sent them or not, are saved by Zmail and you can return to them and edit them and transmit or retransmit them. To save messages you are composing from one Zmail session to another, you must save them as drafts. Draft messages are continued in other ways. See the section "Saving and Restoring Zmail Message Drafts", page 22.

There are three ways to return to the last message you edited:

- clicking left on [Continue]
- pressing the RESUME key
- pressing C

To return to other messages, you use [Continue]: Clicking middle on [Continue] selects the last unsent (aborted) message you edited. Clicking right on [Continue] pops up a menu of Unsent Drafts, Sent Drafts, and All Drafts. When you click on one of these, a list of the header lines of that type of message pops up, allowing you to select individual messages. See the section "[Continue] Zmail Menu Item", page 87.

Note: Once mail mode has been reentered, it is just as if you had used the Mail or Reply command and retyped the message. All the mail mode commands operate as expected; in particular, END from the Mail window mails the message and RBORT aborts the send.

2.5.2.6 Commands for Including Files and Prepared Text in Messages

n c-X c-Y (Kbd) Yanks the message(s) being replied to into the buffer. (Used most often when replying to the current message.) If in two-window mode, go into one-window mode. Indent the yanked

message unless an argument n is given. The arguments to c-X c-Y control the indentation and the pruning of headers, as follows:

Argument	Options
none	Indentation, pruning per the Prune headers of yanked messages profile option.
1	No indentation, pruning per Prune headers of yanked messages.
2	Indentation, pruning per reverse of <i>Prune</i> headers of yanked messages.
3	No indentation, pruning per reverse of <i>Prune</i> headers of yanked messages.

c-X Y (Kbd)

[Prune Yanked Headers] (Editor Menu)

Deletes the less essential headers of a message that was yanked in via c-X c-Y. Leaves only the Date: and From: headers; these are sufficient to identify the message. The profile option *Prune headers of yanked messages* controls the automatic pruning of message headers yanked into a reply. See the variable zwei:*prune-headers-after-yanking*, page 70. The default is to not prune headers.

Insert File (n-X) Prompts for a pathname and inserts the contents of the file in the mail buffer.

2.5.3 Zmail Reply Command

The Reply command and its variants are used for replying to mail you have received. The Reply command is like the Mail command, except that it displays the original message, and it sets up the headers automatically, based on the headers of the original message.

The various forms of Reply differ in two ways: who the reply is sent to (this is called the *reply mode*), and what display format is used (the *reply window mode*). The reply mode affects the contents of the To: and CC: fields written by the Reply command. The default is to reply to everybody in the headers field, with headers like this:

To: old From To: old To Cc: old Cc You can control reply mode in your Profile. See the variable zwei:*reply-mode*, page 67.

The possible reply window modes are:

Two-windows	Displays the original message and the reply being composed. (It uses three windows: Message, Headers, and Text. It is called Two-windows because the little Headers window does not count.)
One-window	Displays only the reply, similar to Figure 9. (Uses two windows, Headers and Text.)
Yank	Displays only the reply, but first yanks the text of the original message, indented, into the text of the reply.

You can specify the reply window mode you prefer in your profile. See the variable zwei:*reply-window-mode*, page 68.

The reply commands are described below. The descriptions are simply an indication of the reply mode and reply window mode used by each command.

[Reply]	Two-windows/All.
[Reply (M)]	Two-windows/Sender.
[Reply (R)]	Pop up a two-column menu of reply modes and reply window modes. (See Figure 8.)
n R (Kbd)	n=1, Two-windows/Sender. n omitted, Two-windows/All.

Click Right on Summary Line (Summary Window)

Pop up a menu, one entry of which is Reply. Left, Middle, and Right clicks on this entry have the same effect as corresponding clicks on the word [Reply] in the command menu. In addition, the message replied to is selected as current, if it is not already.

A few notes concerning Reply:

- It is possible to add an In-reply-to field to the reply to identify the original message. See the section "Zmail Header Formats", page 75. See the section
 "Altering Zmail Header Fields", page 21.
- Replying to a message gives it the (answered) property and the A status letter.
- Replying to a draft message simply continues it. See the section "Saving and Restoring Zmail Message Drafts", page 22. Replying to a COMSAT or XMAILR (mail server) message retries the failed message, rather than replying to anything. If the problem is a nonexistent address at another host, you are prompted to supply a corrected address.

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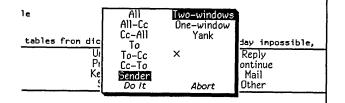
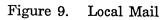


Figure 8. [Reply (R)]

□Fcc: S:}ellen?ellen.bebyl Subject: 		
J Headers		
This is a local message. Notice that instead of a To: field it has a Fcc: (File copy) to a babyl file.	1	



2.6 Message Movement and Deletion

This section describes how to move around in your mail sequence, how to locate specific messages, and how to delete and undelete messages.

2.6.1 Message Movement Commands

2.6.1.1 Simple Message Movement Commands

The simple commands to move around in a mail sequence, selecting messages either by position (next, previous, or by number) or by other characteristics, are:

[Next] or N (Kbd)			
	Selects the next undeleted message. See the section "[Next] Zmail Menu Item", page 100.		
<i>n</i> c-N (Kbd)	Selects the <i>n</i> th next message in the sequence, whether or not it is marked for deletion. If n is omitted, selects the next message, whether or not it is deleted.		
[Previous] or P (I	Xbd)		
	Move to previous undeleted message. See the section "[Previous] Zmail Menu Item", page 102.		
<i>n</i> c-P (Kbd)	Selects the n th previous message in the sequence, whether or not it is marked for deletion. If n is omitted, selects the previous message, whether or not it is deleted.		
Click Left on Sur	nmary Line		
	Selects the message whose summary line was clicked on. See the section "Zmail Message Summary Line", page 19.		
n J (Kbd)	Jumps to message number n , even if it is marked for deletion. If n is omitted, jumps to the first message in the sequence. Z J jumps to the last message in the sequence.		
[Jump]	Jumps to an arbitrary message using filters or the message stack. See the section "[Jump] Zmail Menu Item", page 93.		
Find String (n-X)	or c-F (Kbd) Prompts for a string and selects the next message containing that string. See the section "Find String (m-X) Zmail Command", page 91.		

Occur (n-X) Prompts for a string and displays lines of text containing that string. You can select the message containing the string by clicking on the line of text. See the section "Occur (n-X) Zmail Command", page 101.

2.6.1.2 Moving Among Zmail Messages Using the Message Stack

Sometimes when you have been jumping around the mail file a lot, perhaps using commands like J or Click Left on Summary Line, you find that you would like to go back to the last message you read. If the mail file is large and you have moved great distances, you might no longer remember where you were. Rather than force you to make scribbled notes, Zmail keeps an eight deep stack of messages from which you have jumped, called the message stack. The commands are similar to the commands for the point-pdl (stack) in the editor. See the section "What is a Zmacs Region?" in *Text Editing and Processing*.

For example, suppose you are reading message 45 and then select message 22 from the summary line. The message stack looks like this:

45 . .

Zmail has noted the fact that you were reading message 45 by pushing this information on the message stack. Now you use [Next] and you are reading message 23. (The message stack does not change, because it is easy for you to undo the effect of using [Next]; the idea of the message stack is to help when you have been moving around in a more arbitrary way.) You then type 58J and message 58 becomes the current message. The stack now looks like this:



If you now want to return to where you were – message 23 – but do not remember the message number, you can press c-U c-SPACE. Message 23 becomes the current message and the message stack is:

> 45 . . 23

This is called popping the message stack, because the top element is popped off and used as the current message. As you can see, it also gets tucked under the bottom of the stack. To get back to message 45, press c-U c-SPACE again. The message stack is now:

> . 23 45

If you had wanted to get from message 58 directly to 45 without looking at 23, you could have pressed c-U c-U c-SPACE c-U c-SPACE. The c-U c-U c-CU c-SPACE command pops the 23 from the top of the message stack, but instead of becoming the current message, the 23 is simply discarded (not the message itself, just the stack entry.)

Stack entries are actually internal pointers, not message numbers. This means that if a message number changes – because other messages were expunged or the file was sorted – the message stack still points to the correct message, even though its number changed. And if a message is expunged, all stack references to it disappear.

Note that the stack entries keep track not just of the message itself, but also of what mail file it is in. This is helpful if you are using multiple mail files.

The following are the commands for using the message stack:

c-SPACE	Push the current message onto the stack. See the section "c-SPACE (Kbd) Zmail Command", page 109.		
c-U c-SPACE	Pop the top message from the message stack and make it the current message.		
c-U c-U c-SPACE	Pop the top message from the message stack and discard it.		
[Jump (M)]	Selects an arbitrary message from the message stack. See the section "[Jump] Zmail Menu Item", page 93.		
n Move to Point (m-X) Exchanges the current message and the top of the message stack. See the section "Move to Point (m-X) Zmail Command", page 99.		
n Move to Default	t Previous Point (n-X)		

With an argument n, performs the same rotation as nc-m-SPACE and makes n the new default argument. Without an argument, uses the default. (The initial default is 3.)

2.6.2 Message Deletion Commands

Messages can be deleted when they are no longer wanted. Deletion does not actually mean the removal of a message; rather it means flagging a message for later removal. Messages flagged for deletion bear the status letter D and have the deleted property; these messages are passed over by the Next and Previous commands. The actual removal of deleted messages is called "expunging" and is done by the Save and Quit commands. See the section "Exiting Zmail", page 15.

The deletion and undeletion commands are:

[Delete]	Deletes the current message. (L), (M), and (R) offer options. See the section "[Delete] Zmail Menu Item", page 89.		
D (Kbd)	Deletes the current message. Takes numeric argument. See the section "D (Kbd) Zmail Command", page 88.		
c-D (Kbd)	Deletes current message and moves to previous message.		
Delete Duplicate	Messages (n-X) Deletes duplicate messages in the current sequence. See the section "Delete Duplicate Messages (n-X) Zmail Command", page 89.		
[Undelete]	Removes the delete flag from a message. See the section "[Undelete] Zmail Menu Item", page 111.		
U (Kbd)	Removes the delete flag from a message. See the section "U (Kbd) Zmail Command", page 110.		
Click Middle on S	Summary Line Toggles Delete flag. See the section "Zmail Message Summary Line", page 19.		

2.7 Other Zmail Commands

Commands for Editing the Recipient List of a Message

If you are editing a message with a long list of recipients, it is occasionally useful to be able to manipulate the addresses.

- h-F (Kbd) Move forward over an address.
- h-B (Kbd) Move backward over an address.
- h-T (Kbd) Transpose the two surrounding addresses.

h-K (Kbd) Kill the next address.

h-Rubout (Kbd) Kill the previous address.

2.7.1 Entering Mail Mode Recursively

c-X M (Kbd) Enters mail mode recursively; the window configuration remains the same, but the Headers and Mail windows are reinitialized as if the Mail command had just been executed (Headers window contains the word "To:" followed by a blinking cursor; Mail window is empty.) Exiting recursive mail (either by sending the message or by aborting) returns to the higher level mail.

2.7.2 Adding Bug Lists to Zmail

You can add a new bug-mail recipient to the list of bug recipients. Two mechanisms are available.

1. Use the :bug-reports option to defsystem.

(:bug-reports system-name documentation-string)

documentation-string is the mouse-line documentation for the menu item. system-name appears on the Zmail menu. For example,

```
(defsystem print
  (:pretty-name "In-House Printers"
      :default-pathname "sys: print;"
      :maintaining-sites :acme
      :default-module-type :lisp
      :bug-reports "Print" "Report a bug in the hardcopy facility."
      ...)
```

2. Use the function zwei:add-bug-recipient.

zwei:add-bug-recipient name & optional documentation (menu-name Function zwei:name)

zwei:add-bug-recipient adds a new recipient to the menu available from [Mail (M)]. All arguments are strings. *name* is the name of the mailing list or recipient of the bug note; *documentation* appears in the mouse documentation line; *menu-name* is the name as it should appear on the menu. This uses the site option host-for-bug-reports to determine the rest of the address.

2.7.3 Encrypting Messages

Zmail supports encryption. Commands are available both when you are composing mail and when you are reading mail. Encrypted messages contain a new header field to indicate that they contain encrypted text.

Encrypt Text (m-X)

Encrypts a message. Use it after you have completed the message draft but before you send it. Zmail prompts for an encryption key that the recipient must provide in order to decrypt the message. It converts the draft to a form that you cannot read. Decrypt Text is also available for message drafts. Both of these commands appear on the draft editor menu.

Decrypt Message (m-X)

Displays an encrypted message as plain text, prompting for the encryption key. By this operation, you are only viewing the plain text form; use a numeric argument to store the plain text version in the mail file.

Text yanked by Forward and Reply prompts for a decryption key rather than yanking unreadable text.

The only encryption algorithm currently supported is the NBS algorithm, used by Hermes.

3. Getting Out of Trouble in Zmail

This chapter describes what to do if Zmail seems to be stuck and how to undo a command.

3.1 Recovering From Stuck States in Zmail

Zmail is a complex program and sometimes becomes stuck. This section lists a few common problems and what to do about them.

- Everything looks correct, but Zmail does not respond to commands. Select another window and reselect Zmail. The most convenient way to do this is to press SELECT L SELECT M. Pressing c-m-ABORT might also work; this throws you back to top level, aborting any other command (for example, Mail, Profile). Before pressing c-m-ABORT, you might first try pressing ABORT.
- Zmail does not respond to commands, and the process state is Wait Forever. -Press SELECT L SELECT M or c-m-ABORT.
- Zmail does not respond to commands, and the process state is Output Hold. -Press FUNCTION ESCAPE. The window that appears might be in the Debugger; follow the instructions below the line "An error has occurred, and Zmail has entered the Debugger". After exiting the Debugger, a background window might remain on the screen overlaying part of the normal Zmail window; to deexpose it, press FUNCTION c-T.
- Zmail does not respond to commands, and the process state is Arrest. Press FUNCTION A (that is three keystrokes).
- An error has occurred, and Zmail has entered the Debugger. Press ABORT to get out of the Debugger; this exits from one command level. For example, if you are in mail mode and an error occurs, ABORT gets you out of the Debugger and leaves you in Mail mode. You are not forced back to top level.

Before you press ABORT, you might wish to send a bug report. Do this by pressing c-M. This puts you in a mail window with appropriate information about the system and machine you are using included in the message. Finish the message with an explanation of the circumstances that led up to the error. Send the bug report by pressing END.

- A window pops up telling you that an error occurred in the background process. - Press FUNCTION-Q-S and see what the error is. A window should pop up with the Debugger in it. Typically it is a file system error or a hostdown error for the file server containing your mail, but it could also be a program bug. Follow the instructions as for An error has occurred ...; pressing ABORT restarts the background process and puts you back into Zmail.
- Another window is partially overlaying the main Zmail window. Click left on the main Zmail window. If this does not work, try pressing FUNCTION c-T, which gets rid of "temporary" windows such as pop-up menus.
- Zmail obeys commands, but typeout remains on the screen following an error. - Press REFRESH or FUNCTION REFRESH. It might also help to select another window and reselect Zmail (for example, press SELECT L SELECT M). If you are at Zmail top level, you might also try using [Configure] (to display only the message), and then [Configure] again (to display both message and summary).
- After an error, Zmail does not obey commands, and the process state is Nil. -Press FUNCTION 1 W. If the process state is still Nil, press SELECT L SELECT M.
- SELECT M flashes the screen and refuses to select Zmail. Use the System menu: shift click right to get the menu, then use [Mail].
- Zmail is irreparably stuck. Enter a Lisp Listener (SELECT L) and type Initialize Mail. See the section "Initialize Mail Command" in User's Guide to Symbolics Computers. Caution: any mail sequences currently in memory are lost. This operation reloads Zmail without disturbing the rest of the system.
- The mouse is broken. Almost all Zmail mouse commands have keyboard or m-X equivalents. If the mouse is broken, you can use the keyboard and m-X commands.

3.2 Undoing Commands in Zmail

If you are in the middle of a command you did not mean to use, you can *abort* it. If you have executed a command that prompts for keyboard input or wants you to select messages from the summary window, press ABORT. If the command is asking you to choose something from a menu, click on Abort if that is a choice, or move the mouse outside the menu and see if it goes away. If you are inside mail mode, press ABORT. If you are in edit mode, press END. If you are choosing a filter or defining a filter or universe, use [Abort]. If you are choosing a universe, move the mouse outside the menu. If you are in profile mode, use [Exit]. If all else fails, pressing c-m-ABORT works, but might be a bit drastic.

If you execute a command or send a message and then change your mind, there are several options to try to *undo* the action:

Undo (m-X) Undoes the last command. See the section "Undo (m-X) Zmail Command", page 111.

Redo (m-X) Undoes the effect of the last Undo (m-X).

Revoke Message (m-X)

Tries to "get back" a message that has been sent. See the section "Revoke Message (n-X) Zmail Command", page 105.

[Continue (R)] Allows you to resend a message you have already sent, giving it a *supersedes* header. See the section "[Continue] Zmail Menu Item", page 87. Communicating With Other Users

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4. Managing Your Mail

When you start getting more than a few messages a day, it becomes difficult to keep things in order. Messages requiring future action begin to pile up and just sorting through old messages leaves no time for new. For situations like this, Zmail provides the following management capabilities:

- Classifying messages by adding keywords to them
- Sorting messages based on their subject or other characteristics (filters)
- Working with groups of related messages (mail collections)
- Storing groups of related messages into separate mail files

4.1 Manipulating Messages

This chapter summarizes useful techniques for manipulating messages within a mail sequence.

4.1.1 Replying and Remailing

4.1.1.1 Replying

To reply to a message, click on [Reply] or press R. Zmail initializes the headers of the reply for you: the Subject is copied from the original message; the To and Cc fields include the original sender and recipients of the message. (The exact set-up depends on the mouse button you click and the options in your profile.) You can see the original message while you write your reply.

People frequently include some or all of the original message, indented four spaces, in their reply. You can yank (copy) the message into your reply by pressing c-X c-Y after starting your reply. To prune some of the less useful headers from a yanked message, press c-X Y. c-X c-Y takes numeric arguments which control indentation and header pruning. See the section "Commands for Including Files and Prepared Text in Messages", page 25.

To reply to several messages at once use the following procedure:

- 1. Select a conversation using Select Conversation (m-X).
- 2. Click on [Map Over / Reply] in the main Zmail menu.

3. Yank all the messages in the conversation into the reply using c-X c-Y.

By setting profile options, you can make the [Reply] command do most of this automatically. See the section "Zmail Options for Replying to Mail ", page 67.

4.1.1.2 Forwarding, Redistributing, and Redirecting

To forward or redistribute a message, clicking right on [Mail]. [Forward] lets you edit the message or add to it. You can also invoke Forward by pressing F. [Redistribute] simply prompts for addressees and sends the message with the *Redistributed-by*, To, and Date fields added.

You can redirect a message using Redirect Message (n-X). Redirecting allows you to remove some or all of the original recipients and send the message to new recipients. See the section "Redirect Message (n-X) Zmail Command", page 104.

4.1.2 Moving a Message to a File

You can move a message to a file by clicking on [Move] or by pressing 0. Pressing 0 prompts for filename to which to move the current message The message is first moved to a sequence and then to the file when you save out your files. Using [Move] moves the message to the *default move-destination file*. The initial setting for the default move-destination file can be defined using the profile editor. (See the variable **zwei:*default-move-mail-file-name***, page 73.) After you use [Move] the default move-destination is the last file to which a message was moved. Clicking right on [Move] pops up a menu offering a list of your mail files and several options for moving the message. See the section "Saving a List of Mail Files", page 46.

4.1.3 Hardcopying

Hardcopy Message (n-X)	Hardcopies the current message.
Hardcopy All (n-X)	Hardcopies all the messages in the current sequence.

You can click right on [Other] in the Zmail menu and select Hardcopy to hardcopy the current message.

You can also click right on [Move] and select Hardcopy.

For any individual message you can click right on its summary line then click right on [Move] and select Hardcopy.

To copy all messages in current sequence click right on [Map Over] then right on [Move] and select Hardcopy.

In any of these commands you can click right on Hardcopy to get a menu that

permits you to specify the number of copies and which printer to use. The Other option in the list of printers allows you to specify an arbitrary printer, using either its pretty name or its namespace name. This printer becomes the selected printer, and remains in the menu for subsequent hardcopy commands.

You can check the status of a printer from Zmail.

Show Printer Status (m-X) Prompts for the name of a printer and displays its print queue.

4.1.4 Editing

It is sometimes handy to edit a message saved in your mail file. To do so, select it as current and press c-R or click left on the message window. Press END when you finish editing.

4.1.5 Reordering

You can rearrange a mail sequence in two ways: by sorting the messages or by appending messages to one another.

If you click right on [Sort] a menu of sort keys and directions pops up. (See the section "[Sort] Zmail Menu Item", page 109.)

You can click right on the summary line of a message you wish to concatenate to another; then click on [Concatenate]. Clicking right on [Concatenate] allows you to choose to which message it gets appended. (See the section "Zmail Message Summary Line", page 19.)

You can place the messages you want to combine in a collection. (See the section "Creating a Mail Collection", page 46.) Then you can click on [Map over / Concatenate] to combine them. (See the section "[Map Over] Zmail Menu Item", page 97.) The messages that get appended are deleted.

4.1.6 Operating on Zmail Messages Referred to by the Current Message

Often, when you receive a reply to a message, you want to delete the original one or refer back to it. If your mail files are more than 30 or 40 messages long it might be difficult to find the original message. Zmail can help by searching for messages referenced by the current one.

The current message *references* a message x if it includes:

- a citation to x in an In-reply-to or References header
- the yanked-in headers of message x

Usually, this means that the current message is a reply to message x. The following referenced message commands are available: Select Referenced Message (n-X) Selects the referenced message as current.

Delete Referenced Messages (n-X) Deletes the referenced messages.

Append To Referenced Message (m-X) Appends this message to the referenced message.

Move In Place Of Referenced Message (n-X) Moves this message to where the referenced message is, and deletes the referenced message.

Select References (m-X)

Creates a mail collection of all messages referenced by the current message.

Select Conversation by References (n-X) Defines a conversation and selects it as a collection. This command is very similar to Select References.

Delete Conversation By References (m-X) Deletes all the messages in a conversation.

Select All Conversations by References (m-X)

Selects messages to which any message in the sequence refers, or that refer to any message in the sequence, recursively. See the section "Select All Conversations by References (n-X) Zmail Command", page 107.

Append Conversation by References (n-X) Append messages to which this message refers, or which refer to this message, recursively.

The commands with the word "reference" in their names use hash tables rather than searching. With a numeric argument, the Reference commands offer a menu of universes for searching.

If the current message has references to several messages, Select Referenced Message, Append To Referenced Message, and Move In Place Of Referenced Message ask which message to choose. Delete Referenced Messages and Select References choose all referenced messages. To find the referenced message(s), Zmail looks in the current sequence. If the message is not there, Zmail tells you about the references not satisfied. If given a numeric argument, Zmail pops up a menu of other sequences to search first.

Often, though, you know in *advance* where referenced messages can be found. For example, you might store all your messages about hardware in a particular file. If you get a message about hardware, the messages it refers to are probably also about hardware, and thus they are probably in that file. You can give Zmail this type of knowledge by setting the *filter-universe alist* in profile mode. See the section "Filter-universe Alist".

See the section "Testing Zmail Message Characteristics", page 54. See the section "Defining Zmail Message Search Spaces", page 60.

4.2 Classifying Messages

Zmail allows you to classify and categorize messages by adding keywords to them. Keywords are useful in many ways, among them:

Topic Indicators	Indicate the major topic of the message. If your work involves designing natural language interfaces, for example, you might use keywords such as dictionary, parser, and syntax-checker. The topic indicators you need depend on the sort of messages you get.
Classifiers	Indicate the type of message. For example, you might use keywords such as bug, feature-request, documentation-bug, and issue to categorize messages as bug reports, requests for features, reports of documentation bugs, and issues under discussion.
Status Flags	Indicate the status or priority of the message. For example, you might use a keyword such as to-do to flag messages that require you to do something and a keyword such as timing-out to flag messages on which you are awaiting action from other people. You could use P1, P2, and P3 to indicate the priority of a message requiring further action.

4.2.1 Setting Zmail Keywords

[Keywords] Adds the last used keyword(s) to the current mess
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[Keywords (M)] Adds keywords according to which filters the message satisfies. See the section "Zmail Filters", page 44. [Keywords (R)] or L

Allows you to select or specify keywords for the current message.

You can use keywords in association with filters (See the section "Zmail Filters", page 44.) to semi-automatically tag messages. For example, you can associate filters and keywords as follows:

Filter	Keyword(s)
Grammar	Syntax-Checker
Dictionary	Dictionary
Parser	Syntax-Checker, Parser

With this scheme, a message about the grammar constructions the parser understands would get the keywords Syntax-checker and Parser. if you use [Keywords (M)].

You can save such filter-keyword associations in your Zmail Profile. To set the filter-keyword alist, click middle on [Filters] or [Keywords] in profile mode. Using [Filters (M)] allows you to alter the associations of a given filter; using [Keywords (M)] allows you to alter the associations of a given keyword. You will probably want to save the alist (and the filter definitions) in your profile. See the section "Zmail Profile Options", page 62.

See the section "[Keywords] Zmail Menu Item", page 94.

4.2.2 Saving Keywords

You can store keywords, so that they appear on the keyword menu before you have ever used them. This is useful if you anticipate needing particular keywords in the future. To do so, click left on [Keywords] in profile mode. A small editing buffer pops up containing the names of the mail files loaded into your Zmail. If there are any keywords already used in those files, they are listed on the line with the appropriate file. You can add or delete keywords from the those listed as well as add file-keyword lists to this buffer. The format looks like this:

acme>kjones>babyl.text::bugs,documentation-bugs,grammar,parser

The keywords are actually stored in the individual mail files. The list of keywords stored in a particular mail file includes all keywords associated with any message ever in the file, plus any you add using [Keywords]. The keywords list displayed in the menu is the union of the lists in all mail buffers.

Zmail Filters

Filters are sets of criteria to use in testing messages. (See the section "Testing Zmail Message Characteristics", page 54.) You can use filters in association with keywords to sort messages or to move messages of a particular type to a separate mail buffer or collection. There are two types of filters:

1. Predefined filters

2. User defined filters

You can use predefined filters by clicking right on [Survey] or by clicking on Filters in the menu produced by clicking right on the message summary line.

You can define your own filters using New Filter in the menu produced by [Survey (R)]. See the section "Creating Zmail Filters", page 56.

4.3 Mail Buffers

4.3.1 Listing Zmail Buffers, Mail Files and Collections

Your current Zmail session consists of mail buffers (with associated mail files) and collections. Collectively these are referred to as *sequences*. You can list all the sequences in your current Zmail session as well as any mail files (known to your profile) that have not yet been read in. You do this with List Sequences (m-X). The items on the list are mouse sensitive.

4.3.2 Selecting Mail Buffers and Files

To select another mail buffer or file, use [Select (R)]. See the section "[Select] Zmail Menu Item", page 107. Click on the name of the desired buffer or file (if it appears) or use [Read/Create file] to specify the name of a file. Specify the name of the file to be read into a buffer. The buffer then takes the name of the file. The following are all possibilities:

- The buffer exists: it is selected.
- The buffer doesn't exist, but a file of the same name does: the file is read into a buffer and selected.
- Neither exist: a new buffer is created. Saving the buffer creates a new file.

Using [Select (L)] returns you to the previously selected sequence. Subsequent left clicks alternate between the two sequences.

c-n-L is like [Select (L)]. With an argument of 0 it works like [Select (R)]. With an argument of 1 or greater, it works as in Zmacs and selects from the stack of previously selected sequences. See the section "Changing Buffers" in *Text Editing and Processing*.

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4.3.3 Copying a Message to Another Buffer

[Move (R)]	Pops up a menu of mail files from which you select an existing file or collection or create a new one to which to move the current message. See the section "[Move] Zmail Menu Item", page 98.
[Move]	Copy current message to same buffer as the last move.
[Move (M)]	Move the message to the file(s) corresponding to any filters you have defined.

A filter-mail file alist associates a single mail file with each filter in the list. Using [Move (M)] moves the message to the files corresponding to the filters in the list satisfied by the message.

For example, if you associated your Hardware filter with the file HARDWARE.XMAIL and a Software filter with SOFTWARE.XMAIL, you could use [Move (M)] to move your messages to the appropriate mail buffer. With two or three mail files and filters, this is a very powerful tool.

To move a group of related messages to another mail buffer, you have to use mail collections. See the section "Zmail Mail Collections", page 46.

As with [Select], if the buffer doesn't exist, it is read in or created.

4.3.4 Saving a List of Mail Files

Your can store a list of mail files in your Zmail profile, so that their names appear in the various mail file menus. Use [Mail files] in profile mode. Zmail does not load the files on this list automatically (See the function zwei:preload-zmail in User's Guide to Symbolics Computers.), it just makes the names easily accessible by placing them in the menu offered by [Select (R)]. As you request Zmail to load files into your Zmail, their names appear in bold at the top of the menu.

4.4 Mail Collections

To work with a group of related messages, you first put them all in a mail collection.

4.4.1 Creating a Mail Collection

There are three ways to create a mail collection:

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- 1. Starting with a single message
- 2. By using filters
- 3. By marking individual messages

Creating a Mail Collection Starting with a Single Message

To start a new mail collection with the current message, click right on [Move]. (See the section "[Move] Zmail Menu Item", page 98.) The items in the [Move] menu that relate to creating mail collections are [New Collection] and [Recycled Collection]

If you want to give the collection a name, click on [New Collection]. Zmail prompts you for a name for the new collection. This name shows up in the menu of mail sequences for subsequent [Move] and [Select] commands.

If you do not care about naming the collection, click on [Recycled Collection]. Zmail will create a temporary collection. The first such collection is named Temp, the second Temp-1, and so on. If you kill one of these collections, its name is reused (*recycled*) for the next temporary collection.

Creating a Mail Collection by Using Filters

You can use filters to create a collection in two ways:

- 1. Using predefined filters associated with the message. Click right on the summary line of a message and then click on Filters. A list of filters based on the header fields of the message pops up. You select one of these filters and Zmail searches through the current sequence for any messages that satisfy that filter and selects them along with the current message as a collection.
- 2. Choosing a filter from Filter Selection Display. Click right on [Select] and then click on Filters. Select one of the filters from the display. The messages in the current sequence that satisfy that filter are selected as a collection.

To include messages from more than one sequence, select or define a universe by clicking left on Universes in the Filter Selection Display. See the section "Selecting Zmail Universes", page 60. See the section "Defining Zmail Message Search Spaces", page 60. Messages from the sequences in the universe are then filtered to select a new collection.

Creating a Mail Collection by Marking Individual Messages

The menu produced by clicking right on [Select] offers the item [Mark Survey]. See the section "[Select] Zmail Menu Item", page 107. Clicking on this permits you to mark the summary lines of messages in the current sequence to be selected as a collection. You mark messages using the mouse or the keyboard. Clicking right or pressing END terminates marking and selects the marked collection. The mouse clicks and keyboard commands are:

Mouse click	Keyboard command	Meaning
Left	Space	Toggle marking of message for inclusion in the collection.
	c-N	Move summary cursor forward.
	c-P	Move summary cursor backward.
	c-V, c-m-V	Scroll summary window forward.
	m-V, c-m-sh-V	Scroll summary window backward.
	Нејр	Print this help text.
Middle	Abort	Abort the mark survey operation.
Right	End ·	Finish marking and select the marked collection.

4.4.2 Operating on a Mail Collection

Once you have a collection there are a number of things you can do with it:

Select any collection as current sequence
Click right [Select]. See the section "[Select] Zmail Menu
Item", page 107.
Add message to collection
Click right on [Move]. Message is not deleted if it is just moved
to a collection.

Click right on its summary line then click on [Move].

Remove message from a collection

Click right on its summary line then click on [Remove]. ([Remove] exists as a menu choice only when the current sequence is a collection). The message disappears from the collection but is not deleted from the buffer the collection is drawn from.

To do something to every message in a mail collection (or mail buffer) use [Map over (R)]. See the section "[Map Over] Zmail Menu Item", page 97.

Three particularly useful commands are:

[Map over / Move (M)]

Like using [Move (M)] for each individual message; that is, each message is moved to the appropriate file, based on the filtermail file alist. See the section "Testing Zmail Message Characteristics", page 54.

[Map over / Move / By Individual Filters]

A synonym for [Map over / Move (M)].

[Map over / Keywords (M)]

Like using [Keywords (M)] for each individual message; that is, each message is given the appropriate keywords, based on the filter-keyword alist. See the section "Setting Zmail Keywords", page 43.

4.4.3 Operating on a Message in a Mail Collection

Remember that mail collections are sequences of messages drawn from mail buffers. The message exists in its original mail buffer. Therefore, any change you make to the message appearing in the mail collection (for example, adding keywords to it) is reflected in the mail buffer, and vice versa.

A single message can exist in several mail collections (some of which could have been created by filtering or marking on *another* mail collection). Changes made to any image of the message are reflected in the buffer and all collections in which it appears.

Action Effect

Deleting a message

All images of message marked as deleted.

Expunging buffer Deleted message disappears from buffer containing actual message and all collections in which it appears.

Expunging collection

Deleted message disappears from that collection only. (The actual message and all remaining images are still marked as deleted.)

4.5 Operating on a Group of Messages

To do something to a group of messages, create a temporary collection containing just those messages. See the section "Creating a Mail Collection by Marking Individual Messages", page 48. Then you can use [Map Over] to operate on the collection. See the section "Operating on a Mail Collection", page 48.

4.6 Saving, Expunging, Killing, and Renaming

To expunge and save your mail sequences

[Save] or S Expunges any buffers or collections with deleted messages and saves all buffers. See the section "[Save] Zmail Menu Item", page 106.

Start Background Save (n-X) Suppresses background mail checks and starts a save in the background. This allows you to compose and send mail messages while the save is being done.

- [Quit] or Q Expunges any buffers or collections with deleted messages, saves all buffers, and returns to the window from which Zmail was called. See the section "[Quit] Zmail Menu Item", page 103.
- [Save (M)] or E Expunge current sequence.
- [Save (R)] Pops up a menu of all your mail sequences. From the menu you can determine what [Save] or S would do and either modify it or make it happen. The menu also allows you to use [Kill] on a buffer or collection, that is, simply get rid of Zmail's image of it. Files on disk are not affected.

To rename a mail file, perhaps because the host it usually is stored on is down, click on its filename in the Zmail mode line at the bottom of the screen. Zmail prompts you for a new filename for the buffer and you can then save the file to a different location.

To turn collections into mail files use [Map over / Move] (See the section "[Map Over] Zmail Menu Item", page 97.) to change the collection into a real buffer.

4.7 Hints for Using Keywords, Mail Collections, and Mail Files

Using the mechanisms described in this chapter is an art. Here are some suggestions.

Familiarize yourself with the range of options in profile mode. (See the section "Zmail Profile Options", page 62.) Try out different settings.

Decide on some useful topic, classifier, and status keywords and store them in your default mail file. Start using them; new ones added later will be stored automatically. After you've gained some experience with them, define some filters and create a filter-keyword alist so you can add keywords with click middle.

When your mail file starts getting big - 100 messages is certainly big for a default mail file, 200 for others - split it into two files by following these steps:

- 1. Filter on some message attribute to make a mail collection. If you've chosen your keywords well, you can just use a keyword filter. (To simply split the file into old and new messages, use [Before] on the Filter Creation Display.)
- 2. If you used a keyword filter in step 1, use [Map over / Unkeywords] to remove the keyword you filtered on, since everything in the new collection has that keyword.
- 3. Use [Map over / Move / Find file] to move the collection to another file.
- 4. Use [Save] to save your buffers and dispose of the collection.

When you have two or more mail files, create a filter-mail file alist so that you can use [Move (M)]. Create a filter-universe alist so that you can use the referenced message commands more effectively.

With files, keywords, and alists set up, your response to a new message might be among the following:

- Delete it.
- Reply to it.
- Put some keywords on it.
- Move it to another file.
- Look at the message it refers to.
- Delete the message it refers to.

If you have a lot of new mail, you might not want to read it in the order in which it arrived.

- 1. Use [Unseen] on the Filter Selection Display to put the new mail in a mail collection.
- 2. Use [Map over / Move (M)].
- 3. Read the new mail in each of the files to which it was moved.

(You must have a Filter-Mail File alist set up in order to use this procedure.)

5. Reference Information

5.1 Fundamental Techniques

5.1.1 Customizing Zmail

The Profile command allows you to customize Zmail by setting various display and command options to your personal taste. You can set an option temporarily or permanently, the latter by saving the option in your *Zmail Profile*.

Classes of options you can set include the following:

- Format used for hardcopies of messages
- Mail-file attributes
- Lists of mail files and other objects that Zmail knows about at startup
- Associations between certain objects
- (M) actions for many top-level commands
- Screen configurations
- Default actions taken when reading, sending, replying to, or forwarding mail
- Command Tables

Customizing is done in *profile mode*, entered by clicking on [Profile] in the command menu at top level. The profile mode display (Figure 10) shows the text of your profile and the current settings of various options.

Setting and Saving Zmail Options

Option settings are stored in eight distinct places:

- 1. Your mind: your conception of how the options should be set.
- 2. The Zmail environment: the way the options are actually set at the moment.
- 3. The defaults: the way the options are actually set before you alter them.
- 4. The editor buffer: the in-memory buffer of your profile.

- 5. The source version of your profile: on disk.
- 6. The compiled version of your profile: also on disk.
- 7. Mail buffers: options associated and stored with the individual mail buffers.
- 8. Mail files: options associated with a mail buffer saved as a file.

Enter Profile Mode by clicking on [Profile] in the Zmail menu. The simplest way to use profile mode is:

- 1. Make the changes you want using the menu items or user options window, two regions of the display indicated in Figure 10. For a list of the various options and what they mean: See the section "Zmail Profile Options", page 62.
- 2. Click on [Exit] to leave profile mode. Check to see that you like your changes.
- 3. To save your changes, reenter profile mode and click on [Save]. Before you do this for the first time, use [Save (M)] and press RETURN to the question Zmail asks. This specifies that you want your file compiled, which makes it load and run faster. Answer yes to any questions about inserting changes or recompiling your file. At this point Lisp code corresponding to your option settings will be stored in your profile. Options changed using [File options] or [Keywords] are stored in the individual mail buffers and must be saved using [Save] on the top-level command menu.

What [Save] actually does is move option settings from the environment (where you altered them in the first step) to the editor buffer, then from the editor buffer to the source copy of your init file, and finally from the source file to the compiled file (by recompiling). You can also move option settings one step at time, by using [Reset] and [Default], and the menu options available by using [Save].

5.1.2 Testing Zmail Message Characteristics

Filters are logical predicates that apply to messages. They take a message as input and return a True or False answer based on its characteristics. For example, a filter might test whether the message was sent to a particular person or on a particular date. If the answer is True, the message is said to *satisfy* the filter.

Zmail commands use filters in one of two ways:

1. The [Survey], [Jump], and [Select] commands form subsets of all messages that satisfy a particular filter. ([Select] forms a mail collection; the other two form the subset implicitly.)

Filters	Universes	Mail files	File options	Keywords	Hardcopy
User options:					
People not to reply to: SC Predicate for sorting keywa Add header fields to other Delete nessage when noved ' Show headers and ask befor Forwarded nessages are supy Hove to first nessage even Just show headers and text Autonatically asve buffer a Read in inbox in the backg Periodically check for new Prune headers of yanked new Direction to nove after de Direction to nove for clici	ords in keyword nenu: nsgs when expunging r into buffer: Yes No e expunging deleted ne olied with a subject: when no new nail in i after yanking in ness after reading inbox: N round: Yes No nail in the backgrour isages: Yes No lete: Backward Forward f	Alphabetic Reverse alph 53: Yes No Yes No nbox: Yes No age: Yes No age: Yes No age: Yes No d: No Yes emove No Forward/Rem ckward Forward Remov	nabetic None nove Backward/Remove e Na Forward/Remove Backwa		INFO-*, The-Real-SCRC,
			ore below		
Exit	Reset		efaults	Save	Edit
<pre>;;; automatically. f (LOGIN-SET0 *OUERY-BEFORE (LOGIN-SET0 *INHIBIT-BACK (LOGIN-SET0 *PRUNE-HENDEF (LOGIN-SET0 *PEAULT-CC-L (LOGIN-SET0 *DEFAULT-CC-L (LOGIN-SET0 *REPLY-MODE* (LOGIN-SET0 *REPLY-MODE* (LOGIN-SET0 *REPLY-MODE* (LOGIN-SET0 *FORWARDED-HE (LOGIN-SET0 *FORWARDED-HE (LOGIN-SET0 *FORWARDED-HE (LOGIN-SET0 *FORWARDED-HE (LOGIN-SET0 *DEFAULT-TARAF) Profile Profile Cnail Profile S:>Ellen>znai </pre>	Ins forms representing nade using the profil ivoid inserting any ot S-EXPUNCE* T) (GROUND-SRVES* T) S-AFTER-YANKING* T) E-HODE* ':NO) IECTS* ':INNTI) IEST* '(:NAME "ellen" Y:SENDER) ':SENDER) SSRGE-SEPARNTOR* '' ISSRGE-SEPARNTOR* '' ISSRGE-SEPARNTOR* ''S: SSRGE-SEPARNTOR* ''S: PFFILE-NAME* 'S:>ell -HAIL-FILE-NAME* 'S:>ell I-file-NAME* 'S:>ell I-file-NAME* 'S:>ell I-file-NAME* 'S:>ell	the non-default s e nenus. It is ge her forms before t :HOST NIL))) egin Forwarded Messag en>ellen.ellen.mail ellen.ellen.abby!')	nerated he end of the block. sage*) *) *)		
Mouse-L: Edit; Mouse-R: M To see other commands, p	press Shift, Control,				
[Tue 1 Ju] 1:18:34] Ellen	ZHEI	: <u>User</u> In	put <u>+</u>	<u>5:2e]</u> len>ellen.babyl 107 140830	

Figure 10. Profile mode display

2. The [Keywords] and [Move] commands act upon a single message in a particular way depending upon which filters the message satisfies.

5.1.2.1 Selecting Filters

Filters are of two types:

- 1. Predefined filters are simple, and come in four varieties:
 - [All] is a filter satisfied by any message.

- *Keyword filters* test whether the message has a particular keyword or any keywords.
- *Property filters* test whether the message has a particular property, such as Answered.
- Header filters test whether the message headers meet specified characteristics, such as a Subject field that includes the word "Lisp".
- 2. User-defined filters are arbitrarily complex logical expressions whose operands are predefined filters and other user-defined filters.

When you invoke a Zmail command that uses a single filter (a command that forms a subset of messages) you select the filter you want from the menu shown in Figure 11. By first using [Not], you can negate the action of the filter you choose, that is, select those messages that *fail* to satisfy the filter.

5.1.2.2 Creating Filters

Filters are Lisp functions, constructed using the menu-based programming tool shown in Figure 12. This display can be obtained in two ways:

- By using [New filter] in Figure 11: use this when none of the existing (pre- or user-defined) filters is suitable.
- By using [Filters] in profile mode (Figure 10) before using [New filter]: use this to define a filter whose utility you anticipate before you actually need to use it. The filter will be saved in your profile. See the section "Saving Zmail Filters", page 59.

The Filter Creation Display is divided into three main sections:

- The summary window. You can click left on a message's summary line to select predefined filters based on its characteristics.
- The menu items are the primary tool for defining the filter. The menu items are divided into four rows:
 - ^o A row of *programming* items, [Not], [And], [Or], and [Close]. The first three are logical functions; the last closes a level of parentheses in the expression being constructed.
 - ^o A *documentation* item, [Documentation], which adds documentation to a filter. This documentation appears as the mouse documentation line when you are pointing with the mouse to that filter in the filter selection menu.
 - [°] A row of *processing* items, [Sample], [Done], and [Abort]:
 - [Sample] Displays the summary lines of messages that satisfy the filter you have defined so far.
 - [Done] Exits definition mode and executes the command that called for the filter.
 - [Abort] Aborts the command.
 - Two rows of *filter menus*, similar to the Filter Selection Display. These allow one filter to call another.
- The *editor buffer* displays the filter as it is being created.

So, how do you actually define a filter? Let's walk though an example. Suppose we want a filter that selects messages dealing with hardware. The first thing to do when defining a filter is to use the menu item above the editor buffer: right for a menu of existing filters to edit, or click left and give a name to create a new filter. Let's call this filter "Parser".

The next step is to determine the explicitly definable characteristics of the messages we're looking for. In this case, we might decide that messages about the parser are either from PJF (but only if dated after 2/5/86), or contain the word "parser" in the Subject field. Expressed in Lisp, the filter looks like:

To create it, we follow these steps, clicking on the items in the menu:

- [Or]
- [And]
- [From], type PJF, and press RETURN
- [After], type 2/5/86, and press RETURN
- [Close]
- [Subject], type parser, and press RETURN
- [Documentation] type in a mouse documentation string followed by RETURN
- [Done]

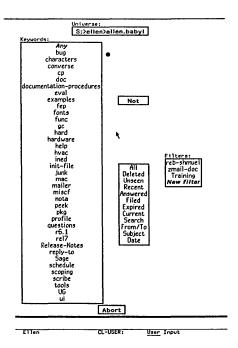


Figure 11. Filter Selection Display.

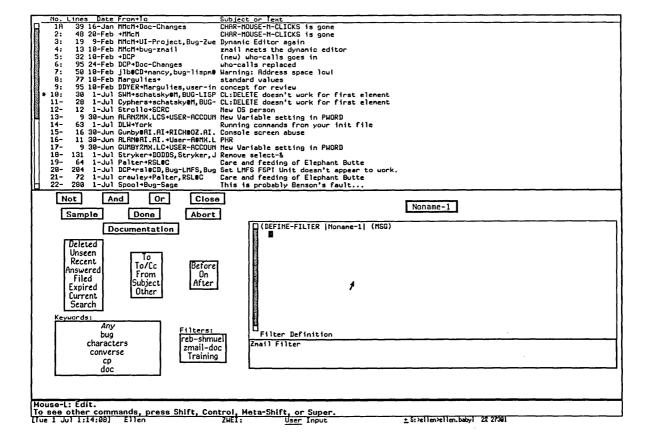


Figure 12. Filter Creation Display.

Notice the [Close] command. It *closes* the [And]. The optional mouse documentation string, added in the next to last step, is very useful; it shows up as the mouse documentation line for the filter whenever you are asked to select a filter from a menu.

5.1.2.3 Saving Zmail Filters

Any filters you have defined during the current login session show up in the filter menus, but they are gone when you cold boot the next time. To save a filter permanently, you must save it in your profile.

- 1. Enter Profile mode (See the section "Setting and Saving Zmail Options", page 53.)
- 2. Click left on [Filters]. A menu pops up listing the filters you have saved in your profile plus any you have defined in your current Zmail session. The filters that are already saved in your profile are highlighted.
- 3. Click on the filter(s) you want to save. They appear highlighted.
- 4. Click on [Do It].
- 5. After the menu disappears, click on [Save] to save your profile.

The filters you have selected are then saved.

5.1.3 Defining Message Search Spaces

Universes are programs that define sets of messages. For example, the universe "Hardware" could be the set of messages in two mail files, PRINTER-HARDWARE.BABYL and 3640-HARDWARE.BABYL. Universes are dynamic objects; if the contents of one of the files were to change, the contents of "Hardware" would change. Like filters, universes come in both predefined and user-defined varieties. Universes are implemented using flavors. You can define arbitrary universes; see sys: zmail; universe lisp for information.

Zmail commands use universes in one of two ways; in both cases, the universe acts as a search space:

- The [Survey], [Jump], and [Select] commands use universes to define the set of messages from which a filter extracts its subset.
- The referenced message commands use universes to find messages related to one you are looking at. See the section "Operating on Zmail Messages Referred to by the Current Message", page 41.

5.1.3.1 Selecting Universes

When you use a universe in conjunction with a filter ([Survey], [Jump], or [Select] command), you do so by using the universe menu item in Figure 11 prior to selecting a filter. This menu item displays the universe to be used with the filter you select; the usual default is the rest of the current mail file. Using the universe menu item causes a menu to pop up similar to the one in Figure 13.

- The messages in a particular mail file, buffer, or collection.
- The union of messages in all files, buffers, and collections listed in the menu.
- The union of messages in all buffers and collections.
- The messages in the current buffer or collection following the current message.
- The messages in the current buffer or collection preceding the current message.

Select the universe in which to apply th	ne filter:	
bug-Imdoc.babyl >ellen S:	macsyma.babyl >ellen S:	useful-stuff.babyl >ellen S:
ellen.baby) >ellen S:	new-cp-bugs.babyl >ellen 5:	users-guide-additions.babyl >ellen S:
Øbabyl-1.kbin >ellen S:	packages.babyl >ellen S:	world.kbin >ellen S:
Obabyl-2.kbin >ellen S:	parse.text >ellen>personal S:	writers-administrivia.kbin >ellen S:
Øbabyl-3.kbin >ellen S:	pooor-mc.kbin >ellen>personal S:	zmail-conv.babyl >ellen>zmail 5:
administrivia.kbin >ellen>personal S:	postscript.babyl >ellen S:	- · · · · · · · · · · · · · · · · · · ·
adsi.babyl >ellen S:	r7-cp.babyl >ellen S:	<conversation></conversation>
bug-zmail.kbin >ellen>zmail S:	r7-hard.babyl >ellen S:	<conversation>-1</conversation>
current-conv.babyl >ellen S;	r7-lisp.babyl >ellen S:	<conversation>-2</conversation>
current-junk.babyl >ellen S:	r7-misc.text >ellen S:	
customizations.babyl >ellen S:	r7-zmail.txt >ellen>zmail S:	Read/create file
dave-barry.text >ellen>personal S:	rebbe.text >ellen>personal S:	Examine file
doctors.babyl >ellen S:	recipe.text >ellen>personal S:	X All files
editor-buf-hack.babyl >ellen S:	rel6-1.babyl >ellen 5:	Loaded files
events.babyl >ellen>personal S:	repeat-key.text >ellen 5:	New universe
example-directory.babyl >ellen>hacks S:	silly.text >ellen>personal S:	Rest of current sequence
fixed.babyl >ellen S:	tools.babyl >ellen S:	Beginning of current sequence
fun.babyl >ellen S:	ui-ideas.babyl >ellen S:	Referenced buffers
kbin.kbin >ellen>zmail S:	ui-issues.kbin >ellen S:	Abort
loose-ends.babyl >ellen S:	useful-info.babyl >ellen S:	

Figure 13. Universe Selection Display.

5.1.3.2 Creating Universes

New universes are defined using a menu tool similar to the Filter Creation Menu. You can obtain this display in two ways:

- By using [New universe] in Figure 13: use this when none of the existing (predefined or user-defined) universes is suitable.
- By using [Universes] in profile mode (Figure 10) before using [New universe]: use this to define a universe whose utility you anticipate before you actually need to use it. The universe will be saved in your profile. See the section "Saving Zmail Universes", page 62.

The Universe Creation Display is quite similar to the Filter Creation Display. By clicking on menu items, you construct a universe as unions, intersections, and complements of mail files, buffers, collections, and universes. These include the special universe [Current] (the current sequence), and the special universe [Loaded] (all loaded buffers). The precise definitions of the set operations are as follows:

Union	A message is in the union of n universes if it is in any of the universes in the union.
Intersection	A message is in the intersection of n universes if all contain the same message (not a copy from another buffer).
Complement	A message is in the complement of a universe if it is not in that universe, but is in [Loaded].

One caveat about the use of mail collections in universes: be sure that the collection you name actually exists when you use the universe. A universe used several times or stored in your profile might refer to a collection that no longer exists. If so, Zmail attempts to find a mail file with the same name as the collection. This results in an error.

5.1.3.3 Saving Universes

To save a universe in your profile, use [Universes] in profile mode. When you save your profile, the universes you select are saved. Those universes, plus any you have defined during the current login session, show up in the universe menus.

5.2 Zmail Profile Options

The profile menu allows you to customize Zmail. Here are the various options in the order in which they appear in the menu. Many of them are self-explanatory.

5.2.1 Zmail Options for Window Configuration

zwei:*default-initial-window-configuration*	
---	--

Variable

Variable

Profile Option: Default startup window setup

Controls the configuration of your Zmail windows when you invoke Zmail for the first time. The choices are: Summary only, Both (the default), Message only, and Experimental.

zwei:*default-summary-template*

Profile Option: Default summary window format

Specifies the format for message summary lines. The possible values are:

	Format	Headings for Summary Window		
	Standard	No. Lines Date From-To Subject or Text		
	No Date	No. Lines From→To Subject or Text		
	Reminder	No. Date Time Subject or Text		
zwei:*	zwei:*summary-window-fraction* <i>Profile Option:</i> Fraction of the frame occupied by the summary			
	Controls the percentage of the screen occupied by the summary window in the default window configuration. The default is 45 percent, which means that the command window divides the screen in half, with approximately equal sized summary and message windows above and below respectively.			
zwei:*summary-subject-trim-spaces* Variable Profile Option: Spaces are trimmed from the left of the subject in summary				
zwei:*summary-scroll-fraction*VariableProfile Option: Amount by which to glitch summary window				
zwei:*filter-summary-window-fraction* Variable Profile Option: Fraction of the frame occupied by the summary in filter mode				
5.2.2 Zmail Options for Reading Mail				
zwei:*	zwei:*zmail-startup-file-name* Variabl Profile Option: File read in at startup			
	Your mailbox file			
zwei:*new-mail-file-append-p* Variable Profile Option: Appending of inboxes to new mail files				
	Controls the order in which messages appear in a new mail file you create. The choices are:			
	Append	New mail files append messages.		
	Prepend	New mail files prepend messages.		
	Sticky	(The default.) New mail files inherit whether the append messages from the current buffer.	ey	
	Ask	You are queried when creating a new mail file a whether it appends messages.	is to	

Variable

Variable

zwei:*complete-get-inbox-in-background*

Profile Option: Read in inbox in the background

zwei:*inhibit-background-mail-checks*

Profile Option: Periodically check for new mail in the background

Controls the checking of your inbox for new mail. If you leave it yes (nil, the default), Zmail will check periodically and notify you if there is new mail. If you change it to no (t), this action will be inhibited.

zwei:*always-jump-after-get-new-mail-from-inbox*

Profile Option: Move to first message even when no new mail in inbox

zwei:*always-select-saved-current-msg*

Profile Option: Reselect previous current message even if current message in sequence

When set to t (the yes response to the profile question), saves your place in a sequence when you select another sequence. For example: you come across an interesting message (say, #200) in your babyl file and do Select Conversation by References. Messages #200, #225, #250, and #300 are selected. You look at the messages and reselect your babyl file. If (zwei:*always-select-saved-current-msg*) is t, you are returned to message #200 in your babyl file. If

(zwei:*always-select-saved-current-msg*) is nil (the default), you are returned to message #300 in your babyl file.

zwei:*run-gmsgs-p*

Profile Option: Run GMSGS before getting new mail

If you keep your mail on an ITS host at M.I.T. and use the GMSGS facility, this option allows you to use it from Zmail.

zwei:*gmsgs-other-switches*

Profile Option: Other switches to supply to GMSGS server

Allows you to specify arguments to the GMSGS command if you keep your mail on an ITS host at M.I.T.

5.2.3 Zmail Options for Saving Mail

zwei:*query-before-expunge*

Profile Option: Show headers and ask before expunging deleted messages

Controls whether you are asked for confirmation when messages are being expunged from the mail file. If you leave it no (nil, the default), you are not asked. If you change it to yes (t), the headers of the messages to be expunged are displayed and you are asked to confirm the expunge.

Variable

Variable

Variable

Variable

Variable

zwei:*inhibit-background-saves*

Profile Option: Automatically save buffer after reading inbox

Controls the automatic saving of your mail buffer. If you leave it yes (nil, the default), your buffer is automatically written out when your inbox has been read. If you change it to no (t), the buffer is not saved until you save it explicitly.

5.2.4 Zmail Options for Sending Mail

zwei:*mail-middle-mode*

Profile Option: Middle button on Mail command

Controls the action of [Mail (M)]. The choices are: Bug (send a bug message, the default), Mail, Forward, Redistribute, and Local.

zwei:*default-mail-window-configuration*

Profile Option: Default window configuration when mailing

Allows you to specify how the window is configured in mail mode.. The choices are:

Both	The message is composed in the the lower (message) window, the command pane and the summary window remain as usual.
Experimental	The message is composed in the lower (message) window. The command pane is divided into three sections providing a variety of operations.
Send	(The default.) The screen is divided into two windows, the header window and the message window.
Message only	The screen consists of one window with the headers at the top.

zwei:*header-window-nlines*

Variable

Profile Option: Number of lines (or fraction) occupied by headers in mail mode

Controls the number of lines in the header window in mail mode. The default is 3.

zwei:*prompt-for-missing-headers*

Variable

Profile Option: Use the minibuffer to read missing headers

Variable

65

Variable

Variable

zwei:*	wei:*require-subjects*VariableProfile Option: Require subjects on outgoing messages			
	Controls whether or not you are required to supply a Subject: line on messages you send. The choices are:			
	Yes	(t, the default.) Require a Subject: line on each message.		
	No	(nil) Do not require a Subject: line. You can add yourself if you want one.	l one	
	On bug reports	Require a Subject: line on bug reports but not o messages.	n other	
	Initial but not red	quired Supply a Subject: line in the generated header fo message, but do not require that it be used.	ra	
zwei:*	send-header-form Profile Option: Fo	at* ormat of headers sent	Variable	
	The choices are: original.	Short, Long, Include personal (the default), and U	se	
zwei:*local-mail-header-force* <i>Profile Option:</i> Header force for local messages		Variable		
	Controls the format of headers on messages sent on your local system. Th possibilities are none, RFC733 (Arpanet standard), Network, and ITS (M.I.T. Incompatible Time Sharing). The default is ITS.			
zwei:*local-mail-include-subject*VariableProfile Option: Local mail starts out with a subject				
zwei:*default-cc-list* Variable Profile Option: Default initial Cc list			Variable	
	Allows you to specify a list of recipients of copies of messages you send.			
zwei:*	zwei:*default-fcc-list* Variable Profile Option: Default initial Fcc list		Variable	
	Allows you to spe sent.	cify a list of files to which copies of your message	s are	
zwei:*default-mail-buffer-major-mode* Variable Profile Option: Default major mode when composing messages.				
	_	ng mode in which mail buffers and reply buffers s	tart out.	

Text Fundamental Lisp

The default is Text. You can set the mode as you can for a Zmacs buffer. See the section "Zmacs Major Editing Modes" in *Text Editing and Processing*.

zwei:*default-draft-file-name* Profile Option: Default file for saving draft	Variable
Allows you to specify a pathname to use for saving draft messages.	
zwei:*mail-file-for-drafts* Profile Option: Mail file to store drafts in	Variable
5.2.5 Zmail Options for Replying to Mail	
14 1 14	

zwei:*reply-mode*

All

Profile Option: Default reply to

Controls the automatic generation of to and cc fields in the header of a reply. The default is to reply to all addressees in the original message. Possible reply modes are:

Send the reply to everyone who saw the original message. Headers are:

> To: old From To: old To Cc: old Cc

That is, the To: field of the reply becomes the old From: and To:, and the Cc: field of the reply becomes the old Cc:.

All-Cc

Reply is primarily for original sender, but is of interest to all who saw the original message. Headers are:

To: old From Cc: old To Cc: old Cc

Cc-All

Reply is primarily for original recipients, but is also of interest to original sender and CC: recipients. Headers are:

	To: old To
	Cc: old From
	Cc: old Cc
То	Like All, but omit the original CC: recipients. Headers are:
	To: old From
	To: old To
To-Cc	Like All-Cc, but but omit the original CC: recipients.
	Headers are:
	To: old From
	Cc: old To
Cc-To	Like Cc-All, but but omit the original CC: recipients.
	Headers are:
	To: <i>old To</i>
	Cc: old From
Sender	Reply is just for the sender of the message. Headers
	are:
	To: old From
1r-reply-mode	Variable
Tr-repry-mode.	variaoie

zwei:*1r-reply-mode*

Profile Option: Default reply with argument of 1 to

Controls the automatic generation of to and cc fields in the header of a reply when a reply command is given an argument of 1. The default is to reply only to the sender of the message. For an explanation of the choices: See the section "Zmail Reply Command", page 26.

zwei:*middle-reply-mode*

Profile Option: Default reply to for middle button

Controls the automatic generation of to and cc fields in the header of a reply you click middle on Reply. The default is to reply to the sender of the message. For an explanation of the choices: See the section "Zmail Reply Command", page 26.

zwei:*reply-window-mode*

Profile Option: Default reply window setup

Variable

Two windows	(The default.) The message you are replying to is displayed in the upper window. You compose your reply in the lower window.
One window	The message you are replying to is not displayed.
Yank	The message you are replying to is included in your reply.

zwei:*middle-reply-window-mode*

Profile Option: Default reply window setup for middle button

Controls the configuration of the windows in reply mode when you click middle on Reply. The default is two windows.

zwei:*reply-header-format*

Profile Option: Format of headers inserted for reply

The choices are: Short (the default), Long, Include personal, and Use original.

zwei:*generate-in-reply-to-field*

Profile Option: Automatically generate In-reply-to fields

Controls whether the headers on a reply will contain an In-reply-to: field, referencing the original message. If you leave it yes (t, the default) an In-reply-to: field is generated. If you change it to no (nil) this field is not generated.

zwei:*dont-reply-to*

Profile Option: People not to reply to

Allows you to specify a list of addresses to avoid sending a reply to automatically. For example, if a message were broadcast to a large mailing list asking a question, you probably want to reply only to the sender, not the entire mailing list.

5.2.6 Zmail Options for Including Messages in a Reply

zwei:*one-window-after-yank*

Profile Option: Just show headers and text after yanking in message

Controls the window configuration in a reply when the text of the message being replied to is included. If you leave this *yes* (t, the default), only one window is used after the message being replied to is yanked into the reply. If you change this to *no* (nil), both windows are kept, even though the text of the message being replied to is included in the reply window.

Variable

Variable

Variable

Variable

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zwei:*prune-headers-after-yanking* Profile Option: Prune headers of yanked messages		
Controls how much of the header information is kept on messages included in replies. If you leave it no (nil, the default), the entire header of the included message is kept. If you change it to yes, (t) only the date and from lines are kept.		
5.2.7 Zmail Options for Forwarding Messages		
zwei:*forwarded-message-begin* Profile Option: Format line before forwarded messages	Variable	
Allows you to specify a string to use to introduce a forwarded mess	age.	
zwei:*forwarded-message-separator* Profile Option: Format line between forwarded messages	Variable	
Allows you to specify a string to use in between two forwarded mes	sages.	
zwei:*forwarded-message-end* Profile Option: Format line after forwarded messages	Variable	
Allows you to specify a string to use after a message being forward	ed.	
zwei:*forwarded-add-subject* <i>Profile Option:</i> Forwarded messages are supplied with a subject	Variable	
5.2.8 Zmail Options for Deleting Messages and Moving Around		
5.2.8 Zmail Options for Deleting Messages and Moving Around zwei:*delete-middle-mode* <i>Profile Option:</i> Direction to move for click middle on delete	Variable	
zwei:*delete-middle-mode*	ırrent	
zwei:*delete-middle-mode* Profile Option: Direction to move for click middle on delete Controls which message to select as current when you delete the cu message using [Delete (M)]. The choices are: Backward (the defau	ırrent	
<pre>zwei:*delete-middle-mode* Profile Option: Direction to move for click middle on delete Controls which message to select as current when you delete the comessage using [Delete (M)]. The choices are: Backward (the default Forward, No, Forward/Remove, and Backward/Remove. zwei:*next-after-delete*</pre>	urrent ult), Variable	
 zwei:*delete-middle-mode* Profile Option: Direction to move for click middle on delete Controls which message to select as current when you delete the cumessage using [Delete (M)]. The choices are: Backward (the defau Forward, No, Forward/Remove, and Backward/Remove. zwei:*next-after-delete* Profile Option: Direction to move after delete Controls which message to select as current when you delete the cumessage. The choices are: Backward, Forward (the default), No, 	urrent ult), Variable	

Next undeleted	Selects the next undeleted message.
Next	Selects the next message in the sequence, whether or not it has been marked for deletion.
Next unseen	Selects the next unseen message.
Next recent	Selects the next message in the recent sequence.
Last undeleted	(The default.) Selects the last undeleted message in the sequence.
Last	Selects the last message in the buffer, whether or not it has been marked for deletion.
Last unseen	Selects the last unseen message in the sequence.
Last recent	Selects the last message in the recent sequence.

zwei:*previous-middle-mode*

Variable

Profile Option: Middle button on Previous command

Controls the action of [Previous (M)]. The choices are:

Previous undeleted

Select the previous undeleted message.

Previous Selects the previous message, whether or not it is marked for deletion.

Previous unseen Selects the previous unseen message in the sequence.

Previous recent Selects the previous message in the recent sequence.

First undeleted (The default.) Selects the first undeleted message in the sequence.

First Selects the first message in the sequence, whether or not it has been marked for deletion.

First unseen Select the first unseen message in the sequence.

First recent Select the first message in the recent sequence.

zwei:*map-middle-mode*

Variable

Profile Option: Middle button on Map command

Controls the action of [Map (M)].

Delete Deletes all messages.

Undelete Undeletes all messages.

Type Types out (displays) all messages in the typeout window.

Find string	Shows lines within messages containing the given string. You can select the message containing a line by clicking on the line of text. This provides a handy way to search through a collection for a message you only vaguely remember.	
Keywords	Puts specified keywords on all messages. Clicking (L), (M), and (R) on Keywords work just as for [Keywords] in the Zmail menu. See the section "[Keywords] Zmail Menu Item", page 94.	
Unkeywords	Removes specified keywords from all messages.	
Move	Moves all messages to the specified file.	
Hardcopy	Hardcopies all messages.	
Forward	Forwards all messages (concatenated into one message). See the section "[Mail] Zmail Menu Item", page 96.	
Redistribute	Redistributes all messages, individually but to the same recipient(s).	
Reply	Replies to all messages (concatenated into one message).	
Concatenate	Appends all messages to the first message.	
Select conversation		
	Selects messages to which a message in the sequence refers, or that refer to a message in the sequence, recursively; this is implemented by zwei:com-zmail-select-all-conversations-by-references.	
Undefined	(The default.)	

zwei:*summary-mouse-middle-mode*

Variable

Profile Options: Middle button on summary window

Controls the action when you click middle on a message header in the summary window. The default is Delete/Undelete which means if the message is not deleted, mark it for deletion. If it is marked for deletion, unmark it.

5.2.9 Zmail Option for Ordering Keywords

zwei:*keyword-alist-sort-predicate* Profile Option: Predicate for sorting keywords in keyword menu

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5.2.10 Zmail Option for the Format of Mail Files

zwei:*text-mail-file-separator*

Variable

Profile Option: Line between messages in text mail file

Allows you to specify a format control string to be used to separate messages when you hardcopy a mail file or sequence and have not specified that each message be on a separate page.

For example, to get some white space and a row of dashes, you might use something like this:

See the section "Formatted Output" in Reference Guide to Streams, Files, and I/O.

5.2.11 Zmail Options for Moving Messages and Creating Collections

zwei:*default-move-mail-file-name*

Profile Option: Default file for moving to a new file

Allows you to specify the pathname of the file to which you usually want to move messages.

zwei:*delete-after-move-to-buffer*

Profile Option: Delete message when moved into buffer

Controls the automatic deletion of a message from one buffer when it is moved to another buffer. If you leave it *yes* (t, the default) the message is deleted from its original buffer when it is moved to a new one. If you change it to *no* (nil) the message appears in both buffers.

zwei:*default-mail-buffer-generation-retention-count*

Profile Option: Generation retention count set on newly created mail files

Controls the automatic deletion of copies of a new mail file. If it is left blank (nil) no deletion of earlier copies is done. Otherwise, the specified number are kept and others deleted. The UNIX file system does not handle this variable, so if your mail is stored on a UNIX system, leave this variable nil.

zwei:*query-before-selecting-empty-sequence* Variable Profile Option: Confirmation is required to select an empty sequence

zwei:*preserve-msg-references-across-expunge*

Profile Option: Add header fields to other messages when expunging message

Variable

Variable

Variable

Controls whether the backward and forward references among messages in a conversation should be preserved when a message is deleted and expunded from the middle of the conversation. If you leave it no (nil, the default), the references will not be preserved. If you change it to yes (t), appropriate header fields will be added to the messages referred to by the deleted message or referring to the deleted message so that the conversation continues to hold together.

5.2.12 Zmail Options for Calendar Mode

zwei:*configure-middle-mode*

Profile Option: Middle button on Configure

Controls the action of clicking middle on Configure. The choices are: Summary only, Both (the default), Message only, Experimental, Calendar, Month, Four weeks, Week, Year.

zwei:*calendar-mode-week-starts-on-monday* Variable

Profile Option: The week starts on Monday rather than Sunday in calendar mode

zwei:*delete-expired-msgs*

Profile Option: Automatically delete expired messages

Controls whether or not you are asked before expired reminders in calendar mode are deleted. The default is per file, meaning that you can set it differently for each file.

Some of the menu items in the profile display also write information into your profile. These are:

[Mail Files] Profile Menu Item

[Mail Files]	Other Mail Files. Allows you to add files to the list of mail files to be remembered in your profile.		
[Mail Files (M)]	Filter associations. Selects a mail file whose filter associations to edit.		
[Mail Files (R)]	Pops up a menu of Other Mail Files and Filter associations.		

File Options (Menu)

Select one of your mail files whose file options to edit.

You can set up lists of keywords and associate them with specific mail files or filters by clicking on [Keywords] in the Profile menu.

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Variable

a

[Keywords]	Edits keyword list for all your mail files.
[Keywords (M)]	Selects a keyword whose filter associations to edit.
[Keywords (R)]	Pops up a menu of Mail Files Keywords and Filter associations.

5.3 Header Formats

There are three header formats known to Zmail: RFC733, Network, and ITS. This section describes the various header fields in each format. You can insert various header fields into the Headers window, which contains the headers for the message being written. See the section "Altering Zmail Header Fields", page 21.

A message with bad header format gets the (badheader) property.

Date:	The day, date, and time the message was sent. Generated automatically when a message is sent.
From:	The user name and host name of the sender of the message. Generated automatically. If you choose, you can explicitly provide this field, in which case a Sender: field is automatically generated with the user name and host name of the sender. This is useful if you send a message from a machine logged in under someone else's name; give a From: field with your user name in it.
Το:	The user names and possibly host names of the primary recipients of the message. Depending on the mail server, one can also include names of mailing lists (distribution lists) and file names in the To: lists. If a mailing list name is included, the message is sent to everyone on the mailing list; if a filename is included, the message is sent to the file.
CC:	A list of secondary recipients of the message, in the same format as the To : field.
BCC:	For "blind carbon copies". The field contains recipient names. The recipients in a BCC: field do not appear in the copy of the message that is delivered to the ordinary recipients; they do appear in the copy that is delivered to BCC: recipients.
FCC:	For filing a copy of a message that is being sent. The recipients see the field in the message. For example,
	FCC: F:>JHW>MAIL>OUTGOING.BABYL

The file has to exist already; FCC: cannot result in a file being created.

BFCC: For filing a "blind" copy of a message that is being sent. The recipients of the message do not see the BFCC: field. For example,

BFCC: F:>JHW>MAIL>OUTGOING.BABYL

The file has to exist already; BFCC: cannot result in a file being created.

File-References: One or more pathnames, separated by commas. This is useful when you want to direct someone to a file. The pathname becomes the default for the Compile File, Load File, Edit File, Show File, Format File and Hardcopy File commands.

Included messages:

A collection of all message ID fields; added by Zmail when user concatenates messages.

Included references:

A collection of all "in-reply-to" fields; added by Zmail when user concatenates messages.

Forward-References:

Field added by Zmail when the variable zwei:*preserve-msg-references-across-expunge* is set, so that conversations remain intact even when some messages are expunged. See also Backward-References:.

Backward-References:

Field added by Zmail when the variable zwei:*preserve-msg-references-across-expunge* is set, so that conversations remain intact even when some messages are expunged. See also Forward-References:.

- Encrypted: For flagging the message as containing encrypted text. Zmail generates this header field itself when it is sending a message. The value of the field is the name of the kind of encryption that was used.
- Subject: A line of text giving the subject of the message.

In-reply-to: An identification of the message being replied to. The message

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	is typically identified by giving the Message-ID:, or, in its absence, the contents of its Date: and From:fields, but different mail systems form this field in different ways.
Sender:	The user name and host name under which the message was sent, when different from the From: field; automatically inserted if a From: field is given (see above).
Redistributed-to:	The recipients of the redistributed message; a list in the same format as the To: field. Resent-to: is a synonym.
Redistributed-by:	The name of the user who redistributed the message. Resent- by: is a synonym.
Redistributed-dat	e: The date the message was redistributed. Resent-date: is a synonym.
Expiration-date:	A date, intended as the date on which some mail systems will automatically delete the message.
Reply-to:	An address, in the same format as the To: field. Intended as the address to which to send replies to this message, when that is different from the From: or Sender:.
Message-ID:	A unique character string that distinguishes this message from all others.

5.4 System Dependencies

5.4.1 Disk File Names

The files discussed in this document (mail files, default mail files, inboxes, renamed inboxes, and source and compiled init files) have distinctive file names that vary depending upon the host system you use. The following table gives the names, assuming your user id (login name) is *user-id*. Except as indicated, all files are in your standard login directory (homedir). ("LMFS" means Genera's own file system.) Names in the column *Other mail files* are conventional but not required.

<u>System</u> LMFS	<u>Default mail file</u> babyl.text	<u>Other</u> <u>mail files</u> *.babyl or *.xmail
UNIX	mbox <i>or user-id</i> .bb	*
TENEX/TOPS-20	user-id.BABYL	*.BABYL or *.XMAIL
ITS	user-id BABYL or user-id RMAIL	* BABYL or * XMAIL
<u>System</u> LMFS	<u>Inbox</u> mail.text	<u>Renamed</u> <u>inbox</u> mailzmail-text
UNIX	/usr/spool/mail <i>/user-id or ~/</i> .mail	/usr/spool/mail/ <i>user-id</i> .zmail ~/.mail/.zmail
TENEX	MESSAGE.TXT;1	MESSAGEZMAIL-TXT
TOPS-20	MAIL.TXT.1	MAILZMAIL-TXT
ITS	user-id MAIL	user-id _ZMAIL
<u>System</u> LMFS	<u>Source</u> <u>files</u> zmail-init.lisp	<u>Compiled</u> <u>file</u> zmail-init.bin
UNIX 4.1 UNIX 4.2	zmail-init.l zmail-init.lisp	zmail-init.bn zmail-init.bin
TENEX/TOPS-20	zmail-init.lisp	zmail-init.bin
ITS	ZMAIL >	user-id ZMAIL

If your init file is not compiled, or if you delete your compiled file, rename the source file to the name in the column *Compiled file*.

5.4.2 Mail File Formats

Zmail understands five mail file formats: BABYL, RMAIL, KBIN, TENEX, and UNIX. In most cases, the format is transparent to the user. However, the following information is useful if you transfer files between systems.

Zmail recognizes the format of a mail file from its contents, never from its file name, but with the following limitation: certain formats are only recognized on certain systems:

Mail file format BABYL	System(s) All
KBIN	All
UNIX	UNIX
RMAIL	LMFS, ITS
TENEX	TENEX/TOPS-20
VAX/VMS	Not supported at present

To select a mail file whose format does not satisfy these expectations, use Select Arbitrary Format Mail File, which allows you to specify the format explicitly. See the section "Select Arbitrary Format Mail File (n-X) Zmail Command", page 108. (Inbox files have a different format on each system, and can only be read on the type of system on which they were written.)

For UNIX, if you want your default mail file to be a BABYL file (which cannot be processed using the UNIX mail reading program, but which is more useful when using Zmail), the file *user-id*.bb must be created in your home directory and the Mail option in that file set to:

Mail:homedir/mbox/usr/spool/mail/user-id

5.4.3 Binary Format for Storing Mail Files

KBIN format stores messages as binary data rather than text. In addition to the actual message text, KBIN files contain the parsed representation of the message. As a result, KBIN files are usually between 30% and 50% larger than BABYL or RMAIL files. This means that it normally takes between 30% and 50% longer to save a KBIN file.

However, once a KBIN file is read into your machine, all the information needed by Zmail to process its contents is already present. Zmail does not have to reparse the messages which is where most of the time is actually spent while loading mail files. Thus, KBIN files show a marked improvement in loading times.

5.4.4 Converting Existing Mail Files to KBIN Format

Note: KBIN Files can only be read with Genera 7.0. Once you have converted a file to KBIN format it can no longer be read with Release 6.1 or earlier software.

Existing mail files can be converted to use KBIN format by the following procedure:

Enter Zmail and click on [Profile] in the command menu.

- 1. Click on [File Options] in the profile frame and select a mail file that you want to convert to KBIN format.
- 2. If the mail file's pathname contains a component which reflects its format (for example kjones.babyl), you might want to rename it. Do this by clicking on the pathname.
- 3. Click on the KBIN format.
- 4. Click on [Do It]. If you have renamed the mail file to the name of an existing file, Zmail asks if you really want to overwrite the old file. If you have renamed the mail file, Zmail automatically updates any references to it in your profile and reminds you to click on [Save] to permanently record these changes in your profile. Zmail then announces that it is converting the mail file's format and asks you to stand by. Unfortunately, it takes some time to convert mail file formats.

Repeat these steps for each mail file that you wish to convert to KBIN format.

Then, to make the conversion permanent:

- 1. Click on [Save]. Answer yes to the queries to insert changes and, optionally, recompile your profile.
- 2. Click on [Exit] to leave the profile editor.
- 3. Use the Save command to actually write out the converted mail files.

5.4.5 Support for Internet Domain Addressing

Zmail supports the Internet RFC822 domain-addressing formats, for the purpose of parsing and replying to messages with domain-format addresses in their headers. If the machine name is registered in the ARPA network host table, that name is used in the address. If the machine name is not registered, the network address is used, in the form [address], where address is the four integer numbers which specify the host in Internet addressing.

5.4.6 Features Not Supported by Zmail

Some mailers and file formats do not support all of the features described in this document.

UNIX and RMAIL format do not support keywords, properties, or file attributes. TENEX format does not support keywords or file attributes. Mail buffers for files in these formats can use these features, but the information is not saved in the disk copy. VAX/VMS mail is presently unsupported; that is, VMS format inboxes and mail files cannot be read or written. However, mail files in any the four standard formats can be stored on VMS.

Communicating With Other Users

July 1986

6. Dictionary of Zmail Commands

. (Kbd) Zmail Command

- (period) Scrolls back to the beginning of the current message.
- c-X Ø (Kbd) Zmail Command
- c-X Ø (Kbd)
 Zero window mode. The Message window on the top-level display is used for the message being composed. When the c-X Ø command is issued, the screen is restored to its format at top level, except the Message window displays the headers and text of the message being written. (See Figure 14.)

_								
	No.	Lines		Fronto	Subject or le			
П	606-		1-Jul			nds from your init file		
	607-			HL8eC+DCP		i something here??		
11.1		96	1-Jul	DCP+uolf∎CD,BUG-LISPH	nsubst-if see	ens to expect its argume	nts in the wrong order	
Ш	609-			DCP+uolfBCD, York, schats				
111	610-			rs10C+DLW, RLB, York			file but from other files	
H	611-			roads+LYONS, bug-Indoc	sys:Zregion-r			
114	612-	11		MMcM+bug-donains	sys:network;			
10	613-			HHcH+Hobb1ies	new world sta			
ш	614-	8		schatsky@N+bug-Indoc@N	NETI:WITH-STR			
111	615-	27		Cyphers+Bug+Lispn	c-n-j has pro			
111	616-	24		reg+Moon, Bug-Documentat				
111	617-	35		York+DCP,innan	nbs:auto-add-			
ш	618-	253		JR+re17-0-beta, bug-11sp			ne, let ne gol	
ш	619-	269		schatsky@N+Bug-LispM		re breaks breaks		
Ш	620-	131		lerner+Bug-LispM, re17-0				
ш	621-	22		skeene⇒schatskyØM		on file access paths a		
Ш	622-	85		DCP+Bug-LispM		rial streams in Release		
111	623-	81		DCP+Bug-LispM		out to OBS serial stream	s once they are open	
R1	624-			skeene+schatsky91	NETI:WITH-STR	EAM-TIMEOUT		
Ш	625-			dpierce+Bug-LispH, re17-	peek			
Ш	€26:	16	2-Ju1	ird+MMcH, bug-donains	sys:network; c	ionains.lisp		
B					<u>`</u>			
		Prof		Quit		Delete	Undelete	Reply
L		Config	gure	Save		Next	Previous	Continue
L		Surv	lev	Get inb	x	Jump	Keywords	Mail
L		Sor		Map ov	r	Move	Select	Other
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Figure 14. Mail Mode Display (Zero-Window Mode)

- c-X 1 (Kbd) Zmail Command
- c-X 1 (Kbd) One-window mode. The mail mode display is configured with two windows, Headers and Mail, used for the headers and text of the message being written.

c-X 2 (Kbd) Zmail Command

c-X 2 (Kbd) Two-window mode. The mail mode display is configured with three windows, Message, Headers, and Mail, which display the current message (which is the message being replied to, if using the Reply command), and the headers and text of the message being written.

Add to Field Zmail Command

[Add To Field] (Editor Menu)

n c - X T (Kbd) Adds another To: recipient. Positions cursor at the end of the To: field, set up to add another name. (Creates a To: field if there is not one already.) With an argument n = 0, positions cursor at beginning of To: field. With a negative argument, deletes the To: field.

Add Cc Field Zmail Command

[Add Cc Field] (Editor Menu)

 $n \rightarrow C$ (Kbd) Adds another CC: recipient. Positions cursor at the end of the CC: field, set up to add another name. (Creates a CC: field if there is not one already.) With an argument n = 0, positions cursor at beginning of CC: field. With a negative argument, deletes the CC: field.

Add Fcc Field Zmail Command

[Add Fcc Field] (Editor Menu)

n Add Fcc Field (m-X)

Adds another FCC: recipient. Positions cursor at the end of the FCC: field, set up to add another name. (Creates an FCC: field if there is not one already.) With an argument n = 0, positions cursor at beginning of FCC: field. With a negative argument, deletes the FCC: field.

Add From Fleid Zmail Command

[Add From Field] (Editor Menu)

n Add From Field (m-X)

Creates or replaces From: field. Creates a From: field and positions cursor for entry of user name. If a From: field exists already, it is deleted and replaced. With an argument n = 0,

positions cursor at beginning of From: field. With a negative argument, deletes the From: field.

Add In-reply-to Field Zmail Command

[Add In Reply To Field] (Editor Menu)

Add In Reply To Field (m-X)

Creates In-reply-to: field. Creates an In-reply-to: field specifying the message being replied to. This command can be used only if mail mode was entered using one of the Reply commands. You can control the generation of [In-reply-to:] fields in your Profile. See the variable zwei:*generate-in-replyto-field*, page 69.

Add Subject Field Zmail Command

[Add Subject Field] (Editor Menu)

n c-X S (Kbd) Creates or replaces Subject: field. Creates a Subject: field and positions cursor for entry of text. If a Subject: field exists already, delete and replace it. With an argument n = 0, positions cursor at beginning of Subject: field. With a negative argument, deletes the Subject: field.

Add File-References Zmail Command

[Add File Reference Field] (Editor Menu)Add File References (n-X) Creates a File-References: field and positions the cursor for entry of a pathname or pathnames separated by commas. Pathnames in the file-references field can be operated on directly from Zmail by the Zmail file manipulation commands:

> Compile File (m-X) Edit File (m-X) Format File (m-X) Hardcopy File (m-X) Load File (m-X) Show File (m-X)

Add More Text Zmail Command

Add More Text (Editor Menu)

c-X A (Kbd) Select the Mail window.

Append Conversation by References (m-X) Zmail Command

Append Conversation by References (m-X)

Append messages to which this message refers, or which refer to this message, recursively.

Append to Referenced Message (n-X) Zmail Command

Append To Referenced Message (n-X)

Appends this message to the referenced message.

Apropos (n-X) Zmail Command

Apropos (m-X) Prompts you for a character string and returns a list of the m-X commands containing that string in their name or the first line of their help documentation. You can use Apropos (m-X) in mail or edit mode also.

Bug (n-X) Zmail Command

Bug (n-X) Send a bug report. Prompts for the name of a bug list to send to, then puts you into mail mode with the To: field set to that name. The mail window is selected; the first line of text identifies what version of the software you are using. You can now type in your bug report and send the message.

C (Kbd) Zmail Command

C (Kbd) Continue the most recently aborted message.

Change Subject Pronouns Zmail Command

[Change Subject Pronouns] (Editor Menu)

Change Subject Pronouns(n-X)

Fix up the pronouns in the Subject: field of a reply. "I" is replaced by "you," "you" by "I," "mine" by "yours," "yours" by "mine."

Check for New Mail (n-X) Zmail Command

Check for New Mail (m-X)

Checks in the foreground for new mail in the inbox(es) associated with the default buffer. This is similar to what the background process does periodically. In addition to printing a message, this command prevents the background process from telling you about the same new mail. Thus the command can also be used as a way of "noticing" new mail that you might have read in the editor or with Show Mail (n-X). The next "you have new mail" message from the background refers to really new mail.

Click Middle on Summary Line Zmail Command

Click Middle on Summary Line (Summary Window)

Toggle the deleted property of the message whose summary line was clicked on. That is, delete a nondeleted message, undelete a deleted message. Do not select the message as current message. If the current message is being deleted, move to the next undeleted message. See the section "Zmail Message Deletion Commands", page 32.

Complee File (m-X) Zmail Command

Compile File (m-X)

Prompts for a pathname and compiles the file specified by the pathname. The default is the first pathname specified in the File-References: header field.

[Continue] Zmail Menu Item

- [Continue] Continue the most recently edited message, whether sent or aborted. See the section "Continuing Completed or Aborted Zmail Messages", page 25.
- [Continue (M)] Continue the most recently aborted message.
- [Continue (R)] Pop up a menu offering Sent Drafts, Unsent Drafts, or All Drafts. Clicking on one of these offers a list of the messages you have composed in your current Zmail session. The messages are identified by their headers; see Figure 15.) Click on a message to continue it. Two other items on the menu are [Restore draft file] and [Restore draft message]. See the section "Saving and Restoring Zmail Message Drafts", page 22.

[Restore Draft Message]

Enters mail mode with the Headers and Mail windows restored from the current message, if it is a draft message. If it is not, flashes the screen and ignores the Continue command. [Restore Draft Message (R)]

Waits for you to click on a draft message in the summary window or type a message number in the mini-buffer, then enters mail mode with the Headers and Mail windows restored from that message. (If the selected message is not a draft message, Zmail flashes the screen and ignores the Continue command.)

[Restore Draft File]

Prompts for a filename of a saved draft and enters mail mode with the Headers and Message windows restored from the file.

	<u>-</u>	ron dictionary r Undelete Previous Keywords	<u>Unsent dra</u> <u>Sent draf</u> All draft	ts Continue Ts Mail	,
	-	Select	· · · · · · · · · · · · · · · · · · ·	Other	
™Renty: To: Di W	CC: .buo-trackin	a-ren, Rey Unda	cumented and	dies) rday inpossil	ble,
≊ Reply: To: DLW;	<u>CC: ; (N</u> Restore	g-rep; Re: Undoo lot sent) draft filg aft message	cumented goo X	dies rday inpossi Reply Continue Mail	ble,

Figure 15. [Continue (R)]

D (Kbd) Zmail Command

n D (Kbd) Deletes message n. If n is negative or if it is greater than the number of messages in file, Zmail complains "Argument out of range". If n is omitted, D deletes the current message.

c-D (Kbd) Zmail Command

c-D (Kbd) Delete current message and move to previous undeleted message, like clicking [Delete (M)].

Decrypt Text (n-X) Zmail Command

Decrypt Message (m-X)

Displays an encrypted message as plain text, prompting for the encryption key. By this operation, you are only viewing the plain text form; use a numeric argument to store the plain text version in the mail file.

Delete Duplicate Messages (n-X) Zmail Command

Delete Duplicate Messages (m-X)

Delete duplicated messages from the mail file, retaining only the first copy of a duplicated message. Two messages are duplicates if and only if they have the same From:, Date:, To: (if any), Cc: (if any), and Subject: (if any) fields. (The other headers and the text of the message are not checked.) Duplicate messages can arise from merging two mail files, for example. See the section "Zmail Message Deletion Commands", page 32.

You can automatically delete duplicate messages from your new mail by adding the following form to your Zmail init file after the automatically generated forms:

(login-setq *insert-inbox-hooks* '(:delete-duplicates-new))

Then each time your inbox is read, those new messages are searched for duplicates and the duplicates eliminated. Note: since this only searches the new messages, if a message already exists in your mail file and a new copy arrives, this duplication will not be detected.

[Delete] Zmail Menu Item

[Delete]	(Do not move if the direction for the move of the second s	essage and move to next undeleted message. his is last message.) You can select the move after deleting the current message in the variable zwei:*next-after-delete* , page 70.	
[Delete (M)]	Delete current message and move to previous undeleted message. (Do not move if this is first message.) You can select the direction for the move after delete in your profile. See the variable zwei:*delete-middle-mode*, page 70.		
[Delete (R)]	Pop up a menu of	6	
	Backward	Delete current message and move to previous undeleted message.	

Forward	Delete current message and move to next undeleted message.
Remove	Remove message from this temporary mail file.
No	Delete current message and do not move.

Delete Conversation by References (n-X) Zmail Command

Delete Conversation By References (n-X) Deletes all the messages in a conversation.

Delete Referenced Messages (n-X) Zmail Command

Delete Referenced Messages (n-X) Deletes the referenced messages.

Describe Command (n-X) Zmail Command

Describe Command (m-X)

E (Kbd) Zmail Menu Item

E (Kbd) Expunges the current sequence, that is removes all the messages marked for deletion.

Edit File (n-X) Zmail Command

Edit File (n-X) Prompts for a pathname and creates an editor buffer with the specified file in it for editing. The default is the first pathname specified in the File-References: header field.

Encrypt Text (m-X) Zmail Command

Encrypt Text (m-X)

Encrypts a message. Use it after you have completed the message draft but before you send it. Zmail prompts for an encryption key that the recipient must provide in order to decrypt the message. It converts the draft to a form that you cannot read. Decrypt Text is also available for message drafts. Both of these commands appear on the draft editor menu.

END (Kbd) Zmail Command

END (Kbd) Add more text or send the message. If typed while in the Message or Headers window, selects the Mail window to allow you to add more text. If the Mail window is already selected, pressing END sends the message. See the section "Leaving Mail Mode in Zmail", page 24. (If typed while in the Message window in zero window mode, sends the message.)

F (Kbd) Command

- F (Kbd) Forwards the current message (using zwei:com-zmail-forward). See the description of the Forward option of [Mail (R)].
- c-F (Kbd) Zmail Command
- c-F (Kbd) Prompts for a string and selects the next message containing that string (using zwei:com-zmail-find-string).

Find String (m-X) Zmail Command

Find String (n-X) Prompts for a string in the minibuffer and finds the next message containing that string (in text or header) and selects it. If it cannot find a message containing the given string, it flashes the screen.

Format File (m-X) Zmail Command

Format File (m-X) Prompts for a pathname and displays the specified file formatted using the editor's formatting capability. c-U m-X Format File formats the file and sends it to a printer. The default pathname is the first pathname specified in the File-References: header field.

Forward (m-X) Command

Forward (n-X) Send a message with current message as its text. Puts you in mail mode with headers window selected. Cursor is prompting you to specify the To: field. The Subject: field is initialized as "[PJF: Forwarded]" (if the original message was from PJF). The mail window contains the headers and text of the current message, followed by a (nonblinking) cursor. Supply the To: field, edit or add headers and text as you wish, and send the message. Forwarding differs from Redistributing or Redirecting in that a new message (with its own unique message id) is created. (Note: The forwarded message (that is, the current message) is given the (forwarded) property.)

G (Kbd) Zmail Command

G (Kbd)

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Reads in your new mail. If your old mail is currently read into Zmail, your new messages are appended or prepended to that buffer. If you are just starting a Zmail session, your new mail is read in and then your old mail is appended or prepended to it. Appending or prepending are controlled by your Zmail profile. See the variable zwei:*new-mail-file-append-p*, page 63.

If your current buffer is not your primary mail file and the buffer has no associated inbox, Zmail prompts for an inbox to read for the current buffer. Inboxes can be associated with mail files other than your primary file by using the [File Options] Profile Menu item.

[Get Inbox] Zmall Menu Item

[Get Inbox] Reads in your new mail. If your old mail is currently read into Zmail, your new messages are appended or prepended to that buffer. If you are just starting a Zmail session, your new mail is read in and then your old mail is appended or prepended to it. Appending or prepending are controlled by your Zmail profile. See the variable zwei:*new-mail-file-append-p*, page 63. You can have Zmail delete duplicate messages from your new mail when your inbox is read. See the section "Delete Duplicate Messages (m-X) Zmail Command", page 89.

> If your current buffer is not your primary mail file and the buffer has no associated inbox, Zmail prompts for an inbox to read for the current buffer. Inboxes can be associated with mail files other than your primary file by using the [File Options] Profile Menu item.

[Get Inbox (M)] Prompts for an inbox name to read into the current buffer. Use this command to recover from file computer crashes that write your inbox in a nonstandard place.

Caution: if you specify a file that is not in the proper format – for example, if you type the name of your primary mail file – you are in trouble. Zmail becomes caught in an error loop, and has to be reloaded (or the machine cold booted).

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(Remember, the file you specify is the inbox – the file where new mail lives – not the *mail file*, which is where old mail resides.)

- [Get Inbox (R)] Pops up a menu of your mail files. You specify the file for which to read the inbox. That buffer is selected and its inbox is read.
- H (Kbd) Zmail Command
- H (Kbd) Scrolls back to the top ("Head") of the current message.

Hardcopy All (m-X) Zmail Command

Hardcopy All (n-X) Hardcopies all the messages in the current sequence.

Hardcopy File (m-X) Zmail Command

Hardcopy File (m-X)

Prompts for a pathname and sends the specified file to the printing device specified in Hardcopy Options in your Zmail profile. The default is the first pathname specified in the File-References: header field.

Hardcopy Message (n-X) Zmail Command

Hardcopy Message (m-X) Hardcopies the current message.

- Insert File (n-X) Zmail Command
- Insert File (m-X) Prompts for a pathname and inserts the contents of the file in the mail buffer.

J (Kbd) Zmail Command

 $n \downarrow$ (Kbd) Jumps to message number n, even if it is marked for deletion. If n is omitted, jumps to the first message in the sequence. $Z \downarrow$ jumps to the last message in the sequence.

[Jump] Zmail Menu Item

[Jump] Jumps to the message selected based on the filter of the last jump command. There is no initial default, so the first time you want to use jump in a new Zmail session you must click right for the filter menu. [Jump (M)] Selects an arbitrary message from the message stack. (Does nothing if the stack is empty. See the section "Moving Among Zmail Messages Using the Message Stack", page 30. Otherwise, displays summary lines for the elements of the message stack, partially overlaying the summary window. (The message numbers displayed are meaningless, but if the current message is on the stack, it is indicated by the usual arrow.) The summary lines are mouse sensitive; clicking Left on a line selects the corresponding message. Pressing ABORT aborts the Jump command; typing or clicking on any other command aborts Jump and executes that command. (See Figure 16.)

→ → Dor	10. L 10 20 30 40 50 6: 70 80 me.	19 19 47 47 47 50 50	30-Jun 30-Jun 30-Jun 30-Jun 30-Jun 1-Ju1 1-Ju1	DLW+BSG,tlneWHITE,FUNeW sfisher@WHI+BSG,sfisher sfisher@WHI+BSG,sfisher sfisher@WHI+BSG,sfisher palerno@V+tkeV,filkins@ rsl@C+cur@WHITE,DLW,BSG	Subject or lext Bionically-fortified forearns Bionically-fortified forearns, an observation Bionically-fortified forearns, an observation Bionically-fortified forearns, an observation [palerno@SCRC-WALLECIIO.RRPA: Teknowledge drops LISPM for "C"] Bionically-fortified forearns Bionically-fortified forearns
Dor	ne.				

Figure 16. [Jump (M)]

[Jump (R)] Pops up the filter selection menu. You select a filter to use to choose the message to which to jump.

[Keywords] Zmail Menu Item

[Keywords] Adds the last used keywords to the current message. There is no initial default so the first time you want to add keywords to a message in a Zmail session you must click right for the menu. See the section "Setting Zmail Keywords", page 43.

- [Keywords (M)] Adds the appropriate keywords to the current message automatically. "Appropriate" is determined using a *filter-keyword alist*, similar to the alist used by the referencedmessage commands. Each filter is associated with a list of keywords; clicking middle on [Keywords] adds the keywords corresponding to all filters which the message satisfies. The mouse documentation line tells you which keywords are to be added, so you can check first. If none are to be added, the mouse documentation line shows nothing for [Keywords (M)].
- [Keywords (R)] Pops up a highlighted menu of your keywords, in addition to the entry [New] for adding a new keyword. If you have never specified keywords for any messages, the menu contains only three items: [Do It], [Abort], and [New]. Click on [New] and type a keyword. The keyword appears on the menu, highlighted. Click on [Do It] and the keyword appears in braces on the summary line of the message. Keywords are stored in the mail files of the messages they are attached to. You can specify keyword/mail file associations explicitly in your Profile. See the section "Zmail Profile Options", page 62.

L (Kbd) Zmail Command

L (Kbd) "Labels" the current message. Prompts in the minibuffer for keywords for the current message (using zwei:com-zmail-keywords)

List Sequences (n-X) Zmail Command

List Sequences m-X

Lists all the sequences in your current Zmail session, as well as any mail files saved in your profile that have not yet been read in.

Load File (n-X) Zmail Command

Load File (n-X) Prompts for a pathname and loads the specified file into the Lisp environment. The default is the first pathname specified in the File-References: header field.

M (Kbd) Command

M (Kbd) Send a message. Puts you into mail mode, with the headers window selected. See the section "Sending Your Mail" in User's Communicating With Other Users

Guide to Symbolics Computers. See the section "Mail Mode in Zmail", page 21.

c-X M (Kbd) Zmail Command

c-X M (Kbd) Enters mail mode recursively; the window configuration remains the same, but the Headers and Mail windows are reinitialized as if the Mail command had just been executed (Headers window contains the word "To:" followed by a blinking cursor; Mail window is empty.) Exiting recursive mail (either by sending the message or by aborting) returns to the higher level mail.

Mail Menu Item

- [Mail] Send a message. Puts you into mail mode, with the headers window selected. See the section "Sending Your Mail" in User's Guide to Symbolics Computers. See the section "Mail Mode in Zmail", page 21.
- [Mail (M)] Send a bug report. Pop up a menu of program names and [Other]. Clicking on a program name puts you into mail mode, with the To: field set up to send a bug report about that program. Clicking on [Other] prompts for the name of a bug list to send to, then puts you into mail mode. In either case, the mail window is selected; the first several lines of text identifies what version of the software you are using. You can now type in your bug report and send the message. See the section "Adding Bug Lists to Zmail", page 33.
- [Mail (R)] Pop up a menu of:
 - Bug Send a bug report. Use [Bug] to send report to same bug list as last report; use [Bug (R)] for menu of programs. See description of [Mail (M)]. See the section "Adding Bug Lists to Zmail", page 33.
 - Mail Send an ordinary message, like clicking left on [Mail].
 - Forward Send a message with current message as its text. You are placed in mail mode with the headers window selected, and the cursor positioned after to:. The text of the current message is placed in the mail window inside the delimiters for forwarded messages specified in your profile. See the variable zwei:*forwarded-message-begin*, page 70. You enter the recipient(s) and then press END, which leaves you in the mail window so you can add comments to the text of the message if you so desire. Pressing END again sends the forwarded message.

Redistribute Redistribute the current message to other recipients. You are prompted for a new recipient or recipients (separated by commas) to whom to send the message.

Local Create a new message in the current mail file. A new message draft is created with an Fcc: destination of the current inbox. (See Figure 9.)

You are placed in mail mode with the headers window selected, and the cursor positioned after "Subject:". Type the subject of the message, press END, then the text.

Local messages never actually get sent as messages; they are just added to your mail file. They are useful for making notes to yourself.

[Map Over] Zmail Menu Item

Performs an operation on all messages in the current sequence.

[Map Over]	Performs the last map over operation. There is no initial default so in a new Zmail session you must first click right for the menu.
[Map Over (M)]	You can specify an operation from the menu provided by [Map Over (R)] to put on this key in your profile. See the variable zwei:*map-middle-mode*, page 71.
[Map Over (R)]	Pops up a menu of operations to perform on all messages in the current sequence:
Delete	Deletes all messages.
Undelete	Undeletes all messages.
Туре	Types out (displays) all messages in the typeout window.
Find string	Prompts for a string and shows those lines within messages that contain the given string. You can select the message containing the string by clicking on the line of text. This provides a handy way to search through a collection for a message you only vaguely remember. See the section "Occur $(n-X)$ Zmail Command", page 101.
Keywords	Puts specified keywords on all messages. Clicking (L), (M), and (R) on Keywords work just as for [Keywords] in the Zmail menu. See the section "[Keywords] Zmail Menu Item", page 94.
Unkeywords	Removes specified keywords from all messages.

Move	Moves all messages to the specified file.
Hardcopy	Hardcopies all messages.
Forward	Forwards all messages (concatenated into one message). See the section "[Mail] Zmail Menu Item", page 96.
Redistribute	Redistributes all messages, individually but to the same recipient(s).
Reply	Replies to all messages (contatenated into one message).
Concatenate	Appends all messages to the first message.
Select convers	ation Selects messages to which a message in the sequence refers, or that refer to a message in the sequence, recursively; this is implemented by zwei:com-zmail-select-all-conversations-by-references.

[Move] Zmail Menu Item

[Move]	Moves the current message to the same buffer as last [Move]. There is no initial default so the first time in a Zmail session that you want to move a message, you must click right on [Move] for the menu. Whether or not the moved message is deleted from its original buffer is determined by your profile (the default is delete). See the variable zwei:*delete-after-move- to-buffer*, page 73.
[Move (M)]	Moves the current message to a buffer based on the filter it satisfies. If the current message does not satisfy any of your predefined filters, nothing is offered in the mouse documentation line for the middle click.
[Move (R)]	Moves the current message to the buffer specified from a menu of all the mail sequences in your current Zmail, any mail files stored in your profile but not yet read into Zmail (See the section "Saving a List of Mail Files", page 46.), and five other options:
New Collection	Starts a new mail collection, prompting for a name for the collection, and copies the current message to that collection.
Recycled Collec	tion
	Starts a temporary mail collection and copies the current message to that collection. See the section "Creating a Mail Collection Starting with a Single Message", page 47.

Read/Create File

	Prompts for a mail file, creating the file if it does not exist, and moves the current message to that file.
Just Text	Prompts for a file name and moves the current message to that file as simple text for editing with Zmacs.
Hardcopy	Hardcopies the current message.

Move in Place of Referenced Message (n-X) Zmail Command

Move In Place Of Referenced Message (n-X)

Moves this message to where the referenced message is, and deletes the referenced message.

Move to Default Previous Point (n-X) Zmail Command

n Move to Default Previous Point (n-X)

With an argument n, performs the same rotation as n c-m-SPACE and makes n the new default argument. Without an argument, uses the default. (The initial default is 3.)

Move to Point (m-X) Zmail Command

n Move to Point (m-X)

n c-m-SPACE (Kbd)

Without an argument, exchanges the current message and the top of the message stack. (The top of the stack is popped into the current message and the old setting of the current message is pushed onto the stack.) With an argument n > 1, rotates the top n entries of the list formed from the current message followed by the message stack. (n = 2 is equivalent to no argument.) With an argument of 1, rotates the whole list. Negative arguments rotate the other way.

An example: if n is 3, Stack[1] is the top of stack, and Stack[2] is the element just below the top of stack, then:

Old Stack

New Stack

new current message	old Stack[1]
new Stack[1]	old Stack[2]
new Stack[2]	old current message

Communicating With Other Users

N (Kbd) Zmail Command

 $n \ \mathbb{N}$ (Kbd) Selects the *n*th next undeleted message in the current sequence. If *n* is omitted, selects the next undeleted message.

c-N (Kbd) Zmail Command

n c-N (Kbd) Selects the *n*th next message in the sequence, whether or not it is marked for deletion. If *n* is omitted, selects the next message, whether or not it is deleted.

[Next] Zmail Menu Item

[Next] Select the next undeleted message in the current sequence.

[Next (M)] Selects the last undeleted message in the current sequence. You can set the action for this click to any of the possible message selection options as in the menu for [Next (R)]. See the variable zwei:*next-middle-mode*, page 70.

[Next (R)] Pops up a menu of choices:

Next undeleted Selects the next undeleted message.

- Next Selects the next message in the sequence, whether or not it has been marked for deletion.
- Next unseen Selects the next unseen message.

Next recent Selects the next message in the recent sequence.

Last undeleted Selects the last undeleted message in the sequence.

Last Selects the last message in the buffer, whether or not it has been marked for deletion.

Last unseen Selects the last unseen message in the sequence.

Last recent Selects the last message in the recent sequence.

0 (Kbd) Zmail Command

O (Kbd) "Outputs" the current message to a file, similar to [Move].
 Prompts in the minibuffer for a pathname. The default is taken from your profile. See the variable zwei:*default-move-mail-file-name*, page 73.

c-X 0 (Kbd) Zmail Command

c-X 0 (Kbd) Select another exposed window. Repeated use cycles through the two or three exposed windows. (Headers and Mail or Message, Headers, and Mail.)

Occur (n-X) Zmail Command

Occur (n-X) Prompts for a string and shows those lines within messages that contain the given string. You can select the message containing the string by clicking on the line of text. This is a handy way to search through a collection for a message you only vaguely remember. It is like the Find String option in the [Map Over] menu. See the section "[Map Over] Zmail Menu Item", page 97.

[Other] Zmail Menu Item

- [Other] Repeats the last command given. There is no initial default so the first time you want to use one of these commands you must click right to get the menu.
- [Other (M)] No option has been assigned to this mouse gesture.
- [Other (R)] Pops up a menu of additional commands. Currently it includes:
 - Show File Prompts for a filename and shows the file in the typeout window.
 - Hardcopy Hardcopies the current message. Clicking left on Hardcopy uses the default printing device. Clicking right pops up a menu that allows you to select the device and other parameters. The device selected becomes the default for subsequent hardcopy commands.
 - Whois Prompts for a user-id or surname and shows the information in that person's namespace entry. If you specify *name@host*, it searches the namespace and contacts *host* to obtain the information. It uses the ARPANET Name protocol so if your site is on the ARPANET, you can access ARPANET name servers.

P (Kbd) Zmail Command

 $n \ \mathsf{P}$ (Kbd) Selects the *n*th previous undeleted message in the current sequence. If *n* is omitted, selects the previous undeleted message.

c-P (Kbd) Zmail Command

n c-P (Kbd) Selects the *n*th previous message in the sequence, whether or not it is marked for deletion. If *n* is omitted, selects the previous message, whether or not it is deleted.

[Previous] Zmail Menu Item

- [Previous] Selects the previous undeleted message in the current sequence.
- [Previous (M)] Selects the first undeleted in the current sequence. You can set the action for this click to any of the possible message selection options as in the menu for [Previous (R)]. See the variable zwei:*previous-middle-mode*, page 71.
- [Previous (R)] Pops up a menu of choices:

Previous undeleted

Select the previous undeleted message.

Previous Selects the previous message, whether or not it is marked for deletion.

Previous unseen

Selects the previous unseen message in the sequence.

Previous recent Selects the previous message in the recent sequence.

First undeleted Selects the first undeleted message in the sequence.

- First Selects the first message in the sequence, whether or not it has been marked for deletion.
- First unseen Select the first unseen message in the sequence.
- First recent Select the first message in the recent sequence.

[Profile] Zmail Menu Item

[Profile] Puts you in the Profile window so you can edit your Zmail init file and alter the various profile options. See the section "Zmail Profile Options", page 62. See the section "Customizing Zmail", page 53.

Q (Kbd) Zmail Command

Q (Kbd) Expunge and save loaded mail files just like [Save], then return from Zmail to the window from which it was called.

[Quit] Zmail Menu Item

- [Quit] Expunge and save loaded mail files just like [Save], then return from Zmail to the window from which it was called.
- [Quit (R)] Pop up a menu of save and exit options. (See Figure 7.)

The menu has two columns; one entry in each column is highlighted. The Save column has the following options:

- Don't Save Do not save any files before exiting.
- Ask Pop up an Expunge/Save/Kill menu to determine which files to expunge, save, or kill. See the description of [Save (R)].
- Save Expunge and save loaded mail files like [Save].

The Exit column has the following options:

- Quit Return from Zmail to the window from which it was called, burying the Zmail window.
- Logout Log out from the machine, then return to the calling window.

Initially, Save and Quit are highlighted; this combination is equivalent to clicking left on [Quit]. Clicking on an unhighlighted entry highlights it and unhighlights the others in its column. Clicking on Do It does the saving and exiting indicated in the menu; clicking on Abort aborts the Quit command.

R (Kbd) Zmail Command

R (Kbd) Starts a reply to the current message. With an argument of 1, replies only to the sender of the message. You can set the behavior of reply commands with an argument of 1 in your profile. See the variable zwei:*1r-reply-mode*, page 68. The numeric arguments accepted are:

argument	Reply Window Mode/Reply Mode
n = 1	Two-windows/Sender.
n = 2	Two-windows/All.
n = 3	Yank/All.

See the section "Zmail Reply Command", page 26.

c-R (Kbd) Zmail Command

c-R (Kbd) Puts you in an editing window with the current message. This is the same as clicking left on the message window. The headers of the message are expanded to their full form in the editing window.

Redirect Message [n-X] Command

Redirect Message (m-X)

Redirects a message to a different group or individual. It prompts for recipients to be removed from the recipient list and then for recipients to be added. Then it sends the message, with its original headers, to the new recipients, sends a *redirected* message to the original recipients, referencing the message and informing them that it has been redirected, and revokes the original message (See the section "Revoke Message (m-X) Zmail Command", page 105.) Finally, it updates the recipient fields of the message in your current sequence and prompts you to reply to the redirected message immediately.

The redirected message (that is, the current message) is given the (redirected) property; but this property is not written out for Babyl files.

Redistribute Message (m-X) Command

Redistribute Message (m-X)

Redistribute the current message to other recipients. Prompts in the mode line for entry of the recipients of the redistributed message. Enter a list of user names or mailing lists, separated by commas and followed by pressing RETURN. The recipients you specify receive a copy of the current message with three additional header fields (Redistributed-to:, Redistributed-by:, and Redistributed-date:) describing the redistribution. Redistributing differs from Forwarding in that the original message is passed on, with its original message id, to additional recipients, no new message is created. Redirecting (See the section "Redirect Message (m-X) Zmail Command", page 104.) is similar to Redistribute except that it is a two step process, some recipients are removed and others added.

(Note: The redistributed message (that is, the current message) is given the (redistributed) property.)

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Redo (m-X) Zmail Command

Redo (m-X) Undoes the effect of the last Undo (m-X).

[Reply] Zmail Menu Item

- [Reply] Starts a reply to the current message with the reply window mode Two-windows and the reply mode All. See the section "Zmail Reply Command", page 26.
- [Reply (M)] Starts a reply to the current message with the window mode Two-windows and the reply mode Sender.
- [Reply (R)] Pop up a two-column menu of reply modes and reply window modes.

Initially, All and Two-windows are highlighted; this combination is equivalent to using [Reply]. Clicking on an unhighlighted entry highlights it and unhighlights the others in its column. Clicking on Do It enters mail mode; clicking on Abort aborts the Reply command.

Restore Draft File Zmail Menu Item

[Restore Draft File] (Editor Menu)

c-X c-R (Kbd) Restores a previously saved draft. The current contents of the Headers and Mail windows are lost.

Revoke Message (n-X) Zmail Command

Revoke Message (m-X)

Pops up a menu of all the messages sent in the current Zmail session. You select the one you wish to revoke by clicking on it with the mouse.

If the message to be revoked was sent to someone who receives their mail on a Symbolics Computer and the message has not been read yet, Revoke Message (n-X) will delete the message from the inbox file. If the message has been read or if the addressee does not receive mail on a Symbolics Computer, Revoke Message will add a *revoke* message to the inbox, that is a message whose header says Revoke Message and gives the message id.

S (Kbd) Zmail Command

5 (Kbd) Expunge (that is, get rid of all messages marked for deletion) and save all loaded mail files that have been modified since the last save. See the section "Zmail Message Deletion Commands", page 32.

[Save] Zmail Menu Item

- [Save] Expunge (that is, get rid of all messages marked for deletion) and save all loaded mail files that have been modified since the last save. See the section "Zmail Message Deletion Commands", page 32.
- [Save (M)] Expunge the current mail file or sequence.
- [Save (R)] Pop up a multiple choice Expunge/Save/Kill window. (See Figure 6.)

Each row of the menu lists a loaded mail file and boxes for three choices: Expunge, Save, and Kill. An \times in the Expunge box means expunge the file; an \times in the Save box means save the file; and an \times in the Kill box means kill the loaded copy – *not* the disk copy – of the file, that is, make Zmail forget about the file. The initial configuration of \times 's and blanks shows what using [Save] would do, which is to expunge files with deleted messages and save files modified since the last save.

Clicking left or right on a box complements its status, removing an \times if present, adding one if not. Marking a file for expunging or saving clears the Kill box; marking a file for killing clears the Save and Expunge boxes. Clicking on Do It performs the selected Expunge, Save, and Kill operations; clicking on Abort aborts the Save files command.

Save Draft as Message Zmail Menu Item

[Save Draft As Message] (Editor Menu)

c-X c-m-S (Kbd) Saves the message being composed as a draft message in the current mail file. Subsequent uses do not create new draft copies, but update the old draft.

Save Draft File Zmail Menu Item

[Save Draft File] (Editor Menu)

c-X c-S (Kbd) Saves the message being composed in a disk file. The first time it is used, it prompts for entry of a filename; subsequently, it uses the same filename.

[Select] Zmall Menu Item

- [Select] Selects the previously selected mail collection. There is no initial default so the first time in a Zmail session that you want to select another mail file, you must click right on [Select] for the menu.
- [Select (M)] Selects messages by a filter, using the Filter Selection Display. See the section "Selecting Zmail Filters", page 55.
- [Select (R)] Selects the mail sequence specified from a menu of all the mail sequences in your current Zmail, any mail files stored in your profile but not yet read into Zmail (See the section "Saving a List of Mail Files", page 46.), and four other options:

Read/Create File

Prompts for a mail file, creating the file if it does not exist.

- Examine File Prompts for a mail file and reads it in No Save mode.
- Mark Survey Allows you to select messages by their summary lines to create a new collection. See the section "Creating a Mail Collection by Marking Individual Messages", page 48.
- Filter Pops up the Filter Selection Display. See the section "Selecting Zmail Filters", page 55.

Select All Conversations by References (n-X) Zmail Command

Select All Conversations By References (m-X)

Selects messages to which a message in the sequence refers, or that refer to a message in the sequence, recursively; this is implemented by

zwei:com-zmail-select-all-conversations-by-references. It is equivalent to appending together all sequences gotten from Select Conversation By References (n-X) for each message in the current sequence. An argument gives a menu of universes to search. The command defaults to loaded files. You can also perform this operation using [Map Over (R) / Select Conversation]. 108

Select Arbitrary Format Mail File (n-X) Zmail Command

Select Arbitrary Format Mail File (m-X)

Prompts for a mail file and then for the format to read that file in. Use this command if you need to read or create a mail file that is not in the standard format for the machine on which it is stored.

Select Conversation by References (m-X) Zmail Command

Select Conversation by References (n-X) Defines a conversation and selects it as a collection. This command is very similar to Select References.

Select Referenced Message (m-X) Zmall Command

Select Referenced Message (n-X) Selects the referenced message as current.

Select References (n-X) Zmail Command

Select References (m-X)

Creates a mail collection of all messages referenced by the current message. The collection also includes messages referenced by the referenced messages, messages referenced by *them*, and so forth.

Show File (m-X) Zmail Command

Show File (n-X) Prompts for a pathname and displays the specified file. The default is the first pathname specified in the File-References: header field.

Show Mail (n-X) Zmail Command

Show Mail (m-X) A command for showing your inbox file. It uses the standard mail pathname for your home directory. When no new mail has been delivered recently, it reports "No new mail". This command uses Show File.

Show Printer Status (n-X) Zmall Command

Show Printer Status (m-X)

Prompts for the name of a printer and displays its print queue.

[Sort] Zmail Menu Item

- [Sort] Sorts the current sequence using the same sort keys as the previous sort. The default is Forward by Date.
- [Sort (M)] No option has been assigned to this mouse gesture.
- [Sort (R)] Pops up a highlighted menu of sort keys.

You can sort Forward or Backward and by several other keys. Selecting Backward by Date sorts your mail into "most recent first" order.

I	521-118 1 522- 19 1				Something broke
	521-118 1 522- 19 1 523- 38 1	DEDE	Backward	selector Hack for	Cross-referencing chapter tables fro
ſ	Profil	1 1 1 1 1 1	Duckinara		Delete
	Configu Surve			ox	Next Jump
	Sort		×	er	Move
	Date: Tue, 1	Length			
	Subject: Unde	Position		1	
	To: bug-Indoc	Do It	Abort		lete in the connand
	By accident,	I just learned	about the u	se of n-Comp	lete in the connand

processor. This is a new part of the connand processor's user interface



[Survey] Zmail Menu Item

Displays the summary lines of messages in the current sequence. The display is mouse sensitive. See the section "Zmail Message Summary Line", page 19.

[Survey]	Displays summary lines of all the messages in the current sequence. This is an easy way to semi-automatically scroll through all your messages.
[Survey (M)]	Displays summary lines of the messages in the same conversation as the current message.
[Survey (R)]	Pops up the filter selection menu so that you can specify a filter to select the summary lines to be displayed. See the section "Selecting Zmail Filters", page 55.

c-SPACE (Kbd) Zmail Command

c-SPACE Push or pop the message stack, depending on the argument. There are three meaningful forms:

c-SPACE Push the current message onto the stack. (Does not change the current message.) The stack can hold up to eight elements; pushing onto a full stack causes the bottom element to be lost. A message is automatically pushed on the stack by Zmail whenever you use a command that causes or can cause movement from the current message, except the following: N, c-N P, c-P D, c-D [Next] or [Previous] [Delete], [Delete (M)], or [Delete (R)] [Next (R)] – ([Next] and [Next undeleted] options.) [Previous (R)] -([Previous] and [Previous undeleted] options.) $n \downarrow -$ (When n is equal to the current message number.) Clicking left on the summary line of the current message. None of these commands moves very far from the current message, unless they move over a long string of deleted messages. Also, none of the message stack commands automatically push a message on the stack. c-U c-SPACE Pop the top message from the message stack and make it the current message. (The element popped is also tucked back under the stack as the new bottom element.) If the stack is empty Zmail flashes the screen. c-U c-SPACE Pop the top message from the message stack and discard it. The setting of the current message does not change. (The element popped is also tucked back under the stack as the new bottom element.) If the stack is empty Zmail flashes the screen. U (Kbd) Zmail Command $n \cup (Kbd)$ Undeletes message number n. If n is negative or larger than the number of messages in file, it complains "Argument out of

the number of messages in file, it complains "Argument out of range". If message n is not deleted, it complains "Message not deleted." If you omit n, it is the same as [Undelete]. See the section "[Undelete] Zmail Menu Item", page 111. See the section "Zmail Message Deletion Commands", page 32.

[Undelete] Zmail Menu Item

[Undelete] (Menu)Start at current message and searches backward for a deleted message, undeletes it, and select it as the current message. Complain "No deleted messages" if there are none. [Undelete (M)] and [Undelete (R)] are the same as clicking left on [Undelete]. See the section "Zmail Message Deletion Commands", page 32.

Undigestify (n-X) Zmail Command

Undigestify (n-X) Converts a "standard arpanet" digest message into smaller messages. These messages are inserted into the current buffer right after the digest message. A References: header is added to the original message pointed to all the exploded messages, allowing use of the conversation commands to select the digest messages into a collection, delete them all, and so forth.

Undo (n-X) Zmail Command

Undo (m-X) Undoes the last nontrivial, potentially destructive command; Using Undo (m-X) successively undoes earlier and earlier commands.

For example, after using the Sort menu command, Undo (n-X) restores the previous order of messages in the file.

Write Draft File Zmail Menu Item

[Write Draft File] (Editor Menu)

c-X c-W (Kbd) Saves the message being composed in a disk file. Prompts for entry of a filename.

c-X Y Prune Yanked Headers Zmail Command

c-X Y (Kbd)

[Prune Yanked Headers] (Editor Menu)

Deletes the less essential headers of a message that was yanked in via c-X c-Y. Leaves only the Date: and From: headers; these are sufficient to identify the message. The profile option *Prune headers of yanked messages* controls the automatic pruning of message headers yanked into a reply. See the variable **zwei:*prune-headers-after-yanking***, page 70. The default is to not prune headers.

c-X c-Y (Kbd) Yank Replied Messages Zmail Command

n c-X c-Y (Kbd) Yanks the message(s) being replied to into the buffer. (Used most often when replying to the current message.) If in twowindow mode, go into one-window mode. Indent the yanked message unless an argument n is given. The arguments to c-Xc-Y control the indentation and the pruning of headers, as follows:

Argument	Options
none	Indentation, pruning per the <i>Prune headers of</i> yanked messages profile option.
1	No indentation, pruning per <i>Prune headers of</i> yanked messages.
2	Indentation, pruning per reverse of <i>Prune headers of yanked messages</i> .
3	No indentation, pruning per reverse of <i>Prune headers of yanked messages</i> .

Yank Current Message (m-X) Zmail Command

Yanks Current Message (m-X)

Yanks the current message into the message being composed.

PART II.

Converse

Communicating With Other Users

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7. Introduction to Converse

Converse is a facility for communicating interactively with other logged-in users. A message sent with Converse pops up on the screen of the recipient almost instantaneously. The recipient has the choice of replying right in the pop up window, entering Converse to reply, or doing nothing.

The Converse interactive message editor is operated by a window with its own process. Converse keeps track of all of the messages that you have received or sent. The Converse window shows all of the messages that have been sent or received since the machine was cold booted.

Messages sent between you and another user are organized into a *conversation*. Conversations are separated from each other by a thick black line. Within each conversation are all messages, outgoing and incoming, arranged in chronological order, and separated by thin black lines.

You can use Converse to look at conversations, send messages, and receive messages. Converse is built on the Zwei editor, so you can edit your message as you type it, or pick text up and move it around between one message and another, or among messages, files, and pieces of mail.

To enter Converse, do one of the following:

- Press SELECT C.
- Evaluate (qsend).
- Click on [Select / Converse] in the System menu.
- Answer C in the Converse pop-up window when a message arrives.

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8. Using Converse

8.1 Sending and Replying to Messages with Converse

When you enter Converse for the first time, the window is empty except for a blank message at the top of the screen, starting with To:.

Converse (Text) End Just sends, Abort Just exits, Control-End sends and exits	
House-L: Move to end of this line; Mouse-M: Mark line. To see other commands, press Shift, Control, Heta-Shift, or Super. [Tue 1 Jul 1:51:89] Ellen CL-USER: <u>User</u> Input <u>P</u>	grsing messages in S:>ellen>ellen.babyl.

Figure 18. A Fresh Converse Window

You start a message by filling in a recipient after the To:, pressing RETURN and then typing the message text. It is not necessary to know what machine the person is using, but if you do know and give the recipient as *name@host* the message is sent considerably faster since it is not necessary to search the namespace to find the machine. To send the finished message, press END.

□Io: kjones@wombat |Have you read my proposal yet?∎

Figure 19. A Converse Message About to be Sent

When the message has been sent successfully, it appears as part of a conversation. A blank message remains at the top of the screen, and just below that, a heavy black line delimits the message(s) of the conversation you just started. Just below the heavy black line is another blank message, but this one has the name of the

Communicating With Other Users

person to whom you sent the message filled in. Below this blank message, separated by a thin black line, the message you just sent appears, with the date and time it was sent.

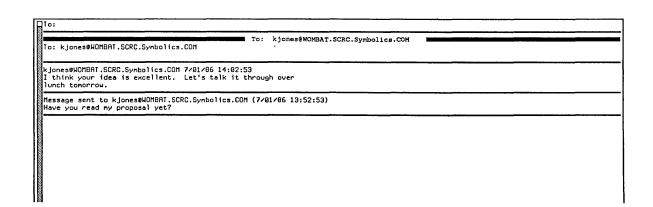


Figure 20. A Converse Conversation

When the person to whom you sent the message replies, the reply appears in the conversation above the message you sent, and below the blank message. Your cursor is left in the blank message so you can reply easily.

You use regular editor commands to move around in the Converse window. Two commands, specific to Converse, are particularly useful: c-n-] (move to next conversation) and c-n-[(move to previous conversation).

You exit from Converse by pressing ABORT or by selecting another window. You can also press c-END when sending a message to send the message and exit from Converse.

To start a conversation, enter Converse, go to the top of the Converse window and fill in the blank message, starting with the To: line to specify the new recipient. Finish by pressing END to send the message. To send the message and exit Converse, finish by pressing c-END.

To send a message as part of an existing conversation, find that conversation in Converse and fill in the blank message at the beginning of the conversation, finishing by pressing END to send the message, or by pressing c-END to send the message and exit Converse. You do not have to be in the main Converse window to receive messages. Converse will deliver a message to you in any window. Since this might be annoying, you can customize what happens when a message arrives by using the variable **zwei:***converse-mode*. See the section "Customizing Converse", page 123.

When you are in a window other than Converse and a new message arrives, a window pops up at the top of the screen displaying the message. You can respond R to type in a reply, N (for "no action") to make the message window deexpose, or C to enter Converse. Entering Converse has several advantages: you can look over the previous messages in the conversation, and you can use the editor to help you construct a reply.

Converse remembers all messages that you send or receive, even if you did not use the main Converse window to send them or reply to them.

Converse lets you know as soon as a message comes in, by beeping or flashing the screen, and if it is supposed to notify you, it does so without waiting for the main Converse process to wake up. In pop-up mode, if the pop-up message window is already in use, an incoming message causes the message window to beep or flash but not to display the message. This is necessary since only one message at a time should pop up. When the message window is deexposed it is reexposed immediately with the new message in it.

If the main Converse window is exposed, a new message is shown there with its conversation; it is never shown via a notification or a pop-up message window. If the main Converse window is exposed but its process is busy (typically, when it is in the Debugger or in an editor command and waiting for typein), Converse beeps or flashes but does not display the message. You can display the message by clearing the Converse process. You can usually clear the Converse process by pressing ABORT.

8.2 Converse Commands

Converse has several commands for managing your conversations.

HELP	Displays a summary of Converse commands.
END	Sends the current message. The behavior-of this key can be changed by the variable zwei:*converse-end-exits* .
C-END	Sends the current message and exits from Converse. The behavior of this key can be changed by the variable zwei:*converse-end-exits*.
ABORT	Exits Converse.

c-M	Mails the current message instead of sending it. This is useful if Converse reports that the person you want to send the message to is not logged in anywhere.
c-m-[Moves to the previous conversation.
c-m-]	Moves to the next conversation.
Delete Conversati	on (n-X) Deletes the current conversation from the Converse window.
Write Buffer (n->	8)
	Writes the entire Converse buffer (all conversations) to a file. It prompts for a pathname.
Write Conversatio	n (n-X)
	Writes only the current conversation to a file. It prompts for a pathname.
Append Buffer (m	-8)
	Appends the entire Converse buffer (all conversations) to the end of a file. It prompts for a pathname.
Append Conversat	tion (m-X)
	Appends only the current conversation to the end of a file. It prompts for a pathname.
Regenerate Buffe	r (m-X)
ingenerate Built.	Rebuilds the structure of the Converse buffer. This might be necessary if you damage the buffer in some way, for instance by removing one of the black lines separating conversations. Some error messages might ask you to give this command and try again. The message you are currently typing might be lost, but you can prevent this by putting the text on the kill ring by marking it and using m-W before issuing the m-X Regenerate Buffer command.
8.3 Lisp Lister	ner Commands for Converse

zwei:qsends-off & optional (gag-message t) Function
Sometimes, you might wish not to be interrupted with interactive messages.
A function called zwei:qsends-off exists for such occasions. If you give it
a string argument, gag-message, the variable zwei:*converse-gagged* is set

to this string and the string is returned to anyone who tries to send a message to you. Otherwise, they just get a note saying that you are not accepting messages. zwei:qsends-on toggles zwei:*converse-gagged*.

zwei:qsends-on

After using zwei:qsends-off to notify interactive message senders that you are not accepting messages, zwei:gsends-on allows interactive messages to be received again.

chaos:notify-local-lispms & optional message & key (report t)

Sends message to all Lisp Machines at your site based upon information it gets from the namespace database about the Lisp Machines at the local site. message should be a string; if it is not provided, the function prompts for a message. Each recipient receives the message as a notification, rather than as an interactive message.

If report is t (the default), the function reports whether it succeeded or failed to deliver the message to each machine at your site. If report is nil, it only reports its failures.

zl:gsend & optional destination message

Macro

Sends interactive messages to users on other machines on the network.

destination is normally a string of the form name@host, to specify the recipient. If you omit the *@host* part and just give a name, **zl:gsend** looks at all of the Lisp Machines at your site to find any that name is logged into; if the user is logged into one Lisp Machine, it is used as the host; if more than one, zl:qsend asks you which one you mean. If you leave out destination altogether, doing just (zl:qsend), Converse is selected as if you had pressed SELECT C.

message should be a string. For example:

(gsend kjones@wombat "Want to go to lunch?")

If message is omitted, zl:qsend asks you to type in a message. You should type in the contents of your message and press END when you are done.

The input editor is used while you type in a message to **zl:qsend**. So you get some editing power, although not as much as with full Converse (since the latter uses Zwei). See the section "Editing Your Input" in User's Guide to Symbolics Computers. zl:qsend predates Converse and is retained for compatibility.

print-sends & optional (stream zl:standard-output)

Function

Prints out all messages you have received (but not messages you have sent), in forward chronological order, to stream. Converse is more useful for looking at your messages, but this function predates Converse and is retained for compatibility.

Function

Function

qreply & optional text

Function

Sends a reply to the Converse message received most recently. You can supply a string as the text of the message or omit it and let **qreply** prompt for it. It returns a string of the form "*user@host*", indicating the recipient of the message. This function predates Converse and is retained for compatibility.

9. Customizing Converse

The following variables allow you to customize Converse's behavior. You can set them in your init file.

zwei:*converse-mode*

Variable

Controls what happens when an interactive message arrives. It should have one of the following values:

:pop-up	(This is the default.) A message window pops up at the
	top of the screen, displaying the message. You are asked
	to type R (for Reply), N (for Nothing), or C (for Converse).
	If you type R, you can type a reply to the message inside
	the message window. When you type END, this reply is
	sent back to whomever sent the original message to you,
	and the pop-up message window window disappears. If
	you type N, the message window disappears immediately.
	If you type C, the Converse window is selected. The
	input editor is used while you reply to a message in the
	pop-up message window, so you get some editing power,
	although not as much as with full Converse (since the
	latter uses Zwei).

- :auto The Converse window is selected. This is the window that shows you all of your conversations, letting you see everything that has happened, and letting you edit your replies with the full power of the Zwei editor. With this window selected, you can reply to the message that was sent, send new messages, participate in other conversations, or edit and write out messages or conversations. You can exit with c-END or ABORT (c-END sends a message and exits; ABORT just exits), or you can select a new window by any of the usual means (such as the FUNCTION or SELECT keys).
- **:notify** A notification is printed, telling you that a message arrived and from whom. If you want to see the message, enter Converse by pressing SELECT C. There you can read the message and reply if you want to.

:notify-with-message

A notification is printed, which includes the entire contents of the message and the name of the sender. If you want to reply, you can enter Converse.

zwei:*converse-append-p*

If the value is nil (the default), a new message is prepended to its conversation. If the value is not nil, a new message is appended to its conversation. print-sends is not affected by this variable; it always displays messages in forward chronological order.

zwei:*converse-beep-count*

The value is the number of times to beep or flash the screen when a message arrives. The default value is two. Beeping or flashing occurs only if the Converse window is exposed or if the value of **zwei:*converse-mode*** is **:pop-up** or **:auto**. (Otherwise, notification tells you about the message and includes the usual beeping or flashing.)

zwei:*converse-end-exits*

Controls the behavior of END and c-END. If zl-user:*converse-end-exits* is set to nil, the default, END sends the message and you remain in Converse. c-END sends the message and exits Converse. Setting zl-user:*converse-end-exits* to t reverses this, so that c-END sends the message and remains in Converse and END sends and exits.

Variable

Variable

Variable

PART III.

Symbolics Store-and-Forward Mailer

Communicating With Other Users

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10. Overview of the Mailer

The Mailer is a program that provides mail forwarding and delivery services to users at a site. It is distinct from Zmail, which is a user program for reading and composing mail. It is a *store-and-forward* mailer, meaning that when a network connection cannot be made immediately to the receiving machine, it saves the mail and retries the transmission until it is successful. In other words, store-andforward mailers guarantee, within reason, that mail transmissions are reliable regardless of the state of the network when a user sends or replies to a message.

The Mailer can be installed at one or more hosts at your site, which then act as *mail servers* on the local network. Like other services, it is invisible to users. The Mailer is automatically selected as the mail service if it is operating on the network. The Mailer must be explicitly installed and configured on a Symbolics machine acting as a mail server. See the section "Installing and Configuring the Mailer" in *Site Operations*.

The mailer provides the following features:

- Delivery of mail to user inboxes
- Local delivery of mail to archive files
- Special handling of hardcopy mail (for users who prefer their mail in printed form)
- Support for mailing lists
- Alternative delivery paths
- Transaction logging

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11. Mailer Functions

The Mailer is operated by a set of functions in the mailer: package.

mailer:start-mailer

Cold boots (initializes) the Mailer, if the Mailer is not running; otherwise, prints an error message. The Mailer discards all of its important state from virtual memory and restores all of it from the file system. The function is invoked by **sys:enable-services**, which in turn is invoked whenever the machine is warm or cold booted; that is how the Mailer is automatically started when you boot a world saved with the Mailer loaded. This function is most often invoked by clicking on Start Mailer in the Mailer Log frame on the mail server.

mailer:restart-mailer

Warm boots the Mailer, if the Mailer is not running; otherwise, prints an error message. The Mailer assumes that its state in virtual memory is valid and resets and enables the foreground process. The foreground process is responsible for restarting the other processes. You must invoke this function by hand.

mailer:halt-mailer

Asks all the Mailer processes to finish delivering any mail they already have queued and then to stop themselves. Attempts to deliver mail to this host are rejected. The function waits for all of the Mailer processes to stop and then returns. This function is invoked by sys:disable-services, which in turn is called at logout time automatically. mailer:halt-mailer may also be invoked by clicking on Halt Mailer in the Mailer Log frame on the mail server.

mailer:stop

Asks all the Mailer processes to stop themselves in an orderly way, if the Mailer is running; otherwise, it prints an error message. Attempts to deliver mail to this host are rejected. This function is invoked whenever one of the Mailer processes encounters an error it cannot handle.

mailer:start

Asks all the Mailer processes to start up again, if the Mailer has been stopped; otherwise, it prints an error message. It also prints an error message if the Mailer has not yet been launched. You must invoke this function by hand. It is meaningful only after mailer:stop.

Function

Function

Function

Function

Function

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mailer:disable

Disables all the Mailer processes immediately, regardless of the state of any Mailer process. Attempts to deliver mail to this host are rejected. This is useful for immediately stopping the Mailer in an emergency, for instance a bug that was causing damage to the file system. This function must be used with care, since a Mailer process might be arrested with the LMFS lock held. You invoke this function by hand. It works by calling process-disable.

mailer:enable

Enables all the Mailer processes, regardless of their state. This function is meaningful only after mailer:disable has been called. You invoke by hand; it works by calling process-enable.

mailer:update-mailbox-table

Forces the file mailboxes.text to be read. If this Mailer distributes forwarding tables, the function also forces new forwarding tables to be written. (See the section "Files and Directories Used by the Mailer", page 133.)

mailer:update-forwarding-tables

Forces new forwarding tables to be written if this Mailer distributes forwarding tables.

mailer:update-options

Forces the file options.lisp to be read.

mailer:hardcopy-all-mail

Prints all the saved hardcopy mail, for all users who receive hardcopy mail. Hardcopy mail is discarded after a given number of days (the number is specified as a host option).

mailer:hardcopy-new-mail

Prints all mail that has arrived since the last printing, for all users who receive hardcopy mail.

mailer:hardcopy-last-mail

Reprints the mail that was just printed, for all users who receive hardcopy mail. It is useful after a printer failure.

mailer:hardcopy-all-mail-for-user user

Prints all the saved hardcopy mail for the designated user. Hardcopy mail is discarded after the number of days specified as a host option.

Function

Function

Function

Function

Function

Function

Function

Function

Function

mailer:hardcopy-new-mail-for-user user

Function

Prints all mailed that arrived since the last printing, for the designated user.

mailer:hardcopy-last-mail-for-user user

Function

Reprints the mail just printed, for the designated user. It is useful after a printer failure.

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12. Files and Directories Used by the Mailer

The Mailer operates by using several files stored on the file system (LMFS) of its server machine. Files in the directory >Mail>Dynamic> are read and written by the Mailer only. A file in this directory is the only place where mail of any kind is written, and it is not backed up. Files in >Mail>Static> record customizations that pertain to your site and are prepared during the Mailer installation procedure. (See the section "Installing and Configuring the Mailer" in *Site Operations*.) Files in the static directory include log files and failed mail; this directory is backed up.

>Mail>Static>Options.lisp

This file records options that customize the Mailer's operation; for instance, one option controls the timing of deferred delivery of mail to be sent over telephone lines. (See the section "Symbolics Dialnet" in *Networks*.) The file is kept here so that the Mailer can be initialized (with mailer:start-mailer) even if the Sys host is unavailable. You create its initial version when you configure the Mailer on a particular host. The Mailer starts and this file is read, when you load a world saved with the Mailer and enable services, or when the Mailer is loaded and started manually (for example, by a File-Server init file).

>Mail>Static>Mailboxes.text

This file defines mailing lists and delivery paths for mail handled by this server. You create its initial version when you configure the Mailer on a particular host. For an example of a Mailboxes.text file: See the section "Installing and Configuring the Mailer" in *Site Operations*.

>Mail>Dynamic>Forwarding.text

Forwarding files are written by the Mailer. They are for use at sites with multiple mail servers. One mail server sets up (for example, via the File-Server init file) a list of hosts for which it should write forwarding tables. It writes these forwarding tables whenever its Mailer is booted, or whenever its mailboxes.text file changes.

>Mail>Dynamic>*.mail

These files hold actual messages being processed.

>Mail>Dynamic>*.work

These files are working files created and managed by the Mailer. One is created for each *.mail file. These files record information about the message's recipients, and they are processed in such a way as to prevent a message from being sent twice to the same recipient if the Mailer fails during a transmission to several hosts.

The following options can be set with setq forms in your

>Mail>Static>Options.lisp file (See the special form setq in Symbolics Common Lisp.); the initial version of this file is set up when you configure the Mailer on a mail server (See the section "Installing and Configuring the Mailer" in Site Operations.):

mailer:network-bad-gateways

A list of hosts and/or (host network) pairs that should be avoided as gateways. All host and network names are strings.

mailer:forwarding-table-hosts

A list of host objects to which to write forwarding tables. (This option is usually set in a server's init file rather than in the options file; see the example later in this section.)

mailer:log-file-retention-count

A number giving the generations of old log files to keep.

mailer:hardcopy-mail-retention-count

A number giving the generations of old hardcopy mail to keep.

mailer:deferred-delivery-times

A value that specifies how to handle "deferred" mail (for instance, mail that you allow to accumulate for transmission with Dialnet, during a single phone session). nil means "never initiate deliveries; wait for the connection to be opened from the other end." t means "initiate delivery immediately; deliver mail as soon as possible". You can specify interval, such as "8 hours", meaning to deliver deferred mail at that interval. Finally, you can specify a list of times, for deferred delivery, for example: '("10:10pm" "6:45am" "2:30pm").

mailer:deferred-receipt-hosts

A list of host objects to probe for incoming mail.

mailer:deferred-receipt-times

A value that specifies when to probe deferred-receipt hosts. nil means never, a time interval specifies how often, or a list of times gives specific times of day, as with mailer:deferred-delivery-times.

mailer:notify-hosts

A list of hosts (symbols) to notify when mailer errors occur.

mailer:failed-mail-reply-mail

A value other than nil means to send mail about failed mail to the mail's originator. For example:

Date: Friday, 6 June 1986, 15:31-EDT From: Postmaster at ACME.CSNET.COM Subject: Unable to deliver letter Message-ID: <860606153146.5.FILE-SERVER@ACME.CSNET.COM> To: KJones@WOMBAT

Unable to deliver letter to the following recipient: "A:>JSmith>mail.text"@ACME: No such address.

----- Text of letter follows -----

mailer:failed-mail-reply-file

A value other than nil means to copy failed mail to a special log file.

Here is a simple example of an Options.lisp file:

. . .

;;; -*- Mode: LISP; Package: MAILER; Base: 10; Syntax: Common-Lisp -*-

(setq mailer:deferred-delivery-times t) ;; send dial mail immediately (setq mailer:failed-mail-reply-file t) ;; archive failed mail

Here, the deferred-delivery feature is disabled, and failed mail is archived in a special log file.

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13. What to Do When the Mailer Crashes

If a Mailer process encounters an error it is not expecting to catch, a top-level error handler sends a stop message to all the Mailer processes. If all of the processes, except the one which is now in the debugger, are running normally, they enter a wait state in which they do nothing except wait for a start command from mailer:start. Incoming mail connections are refused.

In addition to the usual restart handlers, two are offered by the Mailer. One "warm boots" the Mailer, which is the same as calling **mailer:restart-mailer**, and the other "cold boots" the Mailer (reinitializes its from the file system), which is the same as calling **mailer:start-mailer**. You should not reboot the Mailer unless you have identified the cause of the problem and you believe that it will not happen again. It is always safer to cold boot the Mailer than to warm boot it. If you are certain that the virtual memory state of the Mailer is consistent, then you can warm boot the Mailer, which will be faster. When in doubt, cold boot the Mailer.

If the Mailer crashes when trying to read one of the .Mail files or deliver a message, then rename the offending .Mail and .Work files, and cold boot the Mailer. The .Mail and .Work files are stored in >Mail>Dynamic>.

To flush a queued but not yet delivered message, first invoke mailer:stop, then rename or delete the .Mail and .Work files, then invoke mailer:start-mailer.

It does not work to delete or rename a .Mail file while the Mailer is running; the Mailer will err.

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