

# Mailbox Definition

This section covers the following topics:

- What Are Mailboxes within Entire Operations?
- Defining Mailboxes to Entire Operations
- Adding a Mailbox Definition
- Modifying a Mailbox Definition
- Deleting a Mailbox Definition

## What Are Mailboxes within Entire Operations?

**Mailboxes** are a logical entity within Entire Operations and serve to notify users of pending input conditions.

A mailbox can be specified for an **input condition** and a **user**.

When the input condition is not fulfilled for a job, Entire Operations sends a message to the mailbox. The user associated with the mailbox is notified when he calls the Main Menu and can perform the prerequisite task and set the condition manually.

## Defining Mailboxes to Entire Operations

- Column Headings: Mailbox Definitions

### To define mailboxes to Entire Operations

- Select the option **Mailbox Definition** from the System Services Menu.

A list appears of mailboxes already defined to the system:

```

20.11.01          *** Entire Operations ***          14:34:29
                  Mailbox Definitions
-----
Cmd  Mailbox Name      Description
--  -
_   GHH-BOX
_   DQA-BOX           for Quality Assurance purposes
_   DWI-BOX
_   ESTACION20        Espana por favor
_   EXPORT-BOX        Test import/export tool
_   GFR
_   GFR1
_   GFR10
_   GFR11
_   GFR2
_   GFR3
_   GFR4
***** m o r e *****
D Delete  M Modify

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add   End       Save      Up      Down      Menu

```

If no mailboxes have been defined, the list is empty.

## Column Headings: Mailbox Definitions

Meaning of the column headings:

Column	Meaning
Cmd	One-character line command input field.  <b>Possible options:</b> M modify mailbox D delete mailbox
Mailbox Name	User-defined name of mailbox.
Description	Short descriptive text.

You can maintain mailboxes using available line commands and PF keys. The following subsections describe the functions you can perform.

## Adding a Mailbox Definition

- Field Descriptions: Mailbox Definition

### ▶ To add a mailbox definition to Entire Operations

- Press PF2 (Add) from the list of mailboxes.

A window opens in which you can enter the mailbox definition:

```

20.11.01          *** Entire Operations ***          15:52:11
                  Mailbox Definitions
-----
Cmd  Mailbox Name      Description
_   GHH-BOX
_   DQA-BOX             for Quality Assurance purposes
_   DWI-BOX             +-----+
_   ESTACION20         !                               !
_   EXPORT-BOX         !           Mailbox Definition           !
_   GFR                !                               !
_   GFR1               ! Mailbox Name ==> _____ !
_   GFR10              ! Description ==> _____ !
_   GFR11              !                               !
_   GFR2               ! ---PF1---PF3-----PF5-----PF12-- !
_   GFR3               !   Help   End       Save           Menu   !
_   GFR4               +-----+
***** m o r e *****
D Delete  M Modify

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add   End       Save       Up     Down           Menu
    
```

## Field Descriptions: Mailbox Definition

Meaning of the input fields:

Field	Meaning
Mailbox Name	User-defined name of mailbox.
Description	Short descriptive text.

- Press PF5 (Save) to save the mailbox definition.
- Press PF3 (End) to close the definition window and return to the list of mailboxes.

The new mailbox definition should appear in the list.

## Modifying a Mailbox Definition

### To modify a mailbox definition

1. Enter **M** in the line command input field of the selected mailbox in the list of mailboxes and press Enter.

The Mailbox Definition window opens with the current definition.

2. You can modify the definition by overtyping the current values.
3. Press PF5 (Save) to save the modification.
4. Press PF3 (End) to close the window and return to the list of mailboxes.

## Deleting a Mailbox Definition

### To delete a mailbox

1. Enter **D** in the line command input field of the selected mailbox and press Enter.

A window opens in which you can enter the mailbox name to confirm the deletion.

2. Enter the mailbox ID and press Enter to perform the deletion and close the window.