



# Email Settings



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# Chapter 1

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## Overview

### Topics:

- [About Email Settings](#)
- [Access the Email Settings Page](#)

## About Email Settings

**Important:** Only the members of the MI Configuration Role security group or Super Users can access the **Email Settings** page.

On the **Email Settings** page, you can specify the Simple Mail Transfer Protocol (SMTP) host and the folder where emails are stored for delivery. An email generated from APM is sent using an SMTP server or through IIS.

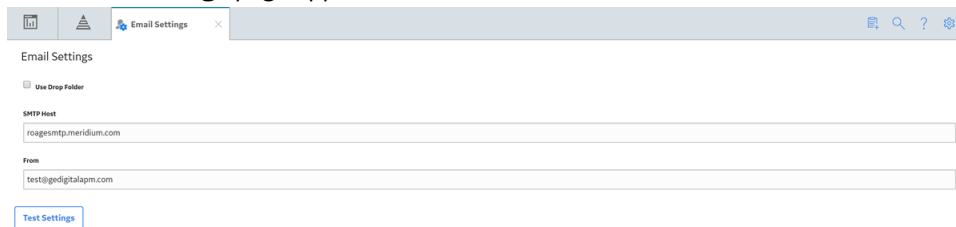
While configuring the email settings, if you specify SMTP, the generated emails are delivered to the specified SMTP server.

If you configure the email settings to use a drop folder, emails are delivered to the default folder specified in IIS or to a file location on the disk.

## Access the Email Settings Page

### Procedure

In the module navigation menu, select **Admin > Operations Manager > Email Settings**. The **Email Settings** page appears.



The screenshot shows a web browser window with a single tab titled "Email Settings". The browser's address bar and navigation icons are visible at the top. Below the browser window, the "Email Settings" page is displayed. It features a checkbox labeled "Use Drop Folder" which is currently unchecked. Underneath, there are two text input fields. The first is labeled "SMTP Host" and contains the text "roagesmtp.meridium.com". The second is labeled "From" and contains the text "test@gedigitalapm.com". At the bottom of the form area, there is a blue button labeled "Test Settings".

# Chapter 2

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## Email Settings Configuration

### Topics:

- [Configure Email Settings \(SMTP\)](#)
- [Configure Email Settings \(IIS\)](#)

## Configure Email Settings (SMTP)

**Note:** You can either configure the SMTP server or use the [IIS Drop Folder](#).

### Procedure

1. Access the [Email Settings](#) page.
  2. On the **Email Settings** page, in the **SMTP Host** box, enter the unique name of your SMTP server.
- Note:** You can enter LocalHost in the **SMTP Host** box. Setting the name to LocalHost indicates the use of an SMTP server on the local computer. Typically, it is the default SMTP server.
3. In the **From** box, enter the email address that you want to appear in the From field of emails generated by APM.
  4. Access the email inbox that you configured in the **From** box.
  5. Click on the verification link received in the email from predixapm@ge.com to complete the email verification process.

6. Select .

All the emails are now configured to be sent via the SMTP server.

**Tip:** To send a test email to confirm that email settings have been configured successfully, select **Test Settings**, then, on the window that appears, enter values in the available fields, and then select **Send**.


## Configure Email Settings (IIS)

The following instructions provide details on specifying the settings for email configuration via IIS Dropbox.

### Procedure

1. Access the [Email Settings](#) page.
2. On the **Email Settings** page, select **Use Drop Folder** check box.  
The **Specific Folder** box is enabled.

**Note:** If the **Use Drop Folder** check box is not selected, the emails would be stored in the default storage folder specified in IIS for later delivery.

3. In the **Specific Folder** box, enter the path of the folder where you want to store the email for later delivery.
4. In the **From** box, enter the email address that you want to appear in the From field of emails generated by APM.
5. Select .

All the emails are now configured to be sent via IIS Dropbox.

**Tip:** To send a test email to confirm that email settings have been configured successfully, select **Test Settings**, then, on the window that appears, enter values in the available fields, and then select **Send**.