

Action Codes—Baskets

The following table lists *all* of the possible actions that you can perform after listing messages in a particular mail basket when using either the Detailed or Summary Full Screen message reader. Some of these codes were introduced with MailMan V. 7.1 with Patch 50. Many, but not all, of these action codes are also available with MailMan's Classic message reader (exceptions are noted below):

Action Code	Action Description
n	Message Number (" n ")—Enter the message number " n " from the list or the MailMan internal message identification number in order to read a specific message located anywhere on the system. <i>(Available with all message readers.)</i>
.n	Select Message " n " (for subsequent action)—The decimal point ("." period) before the message number (" n ") tells MailMan to select the message from a list of messages to subsequently perform an action on the selected message. <i>(Not available with the Classic message reader.)</i>
.-n	Deselect Message " n "—The decimal point ("." period) and minus sign ("-" hyphen) before the message number (" n ") tells MailMan to deselect a previously selected message. <i>(Not available with the Classic message reader.)</i>
.n-m,a,c-d	Select a List of Messages (for subsequent group action)—The decimal point ("." period) before the message numbers (" n-m,a,c-d ") tells MailMan to select any combination of messages from a list of messages to subsequently perform group actions on all selected messages. <i>(Not available with the Classic message reader.)</i>
.-n-m,a,c-d	Deselect a List of Messages—The decimal point ("." period) and minus sign ("-" hyphen) before the message numbers (" n-m,a,c-d ") tells MailMan to deselect any combination of previously selected messages. <i>(Not available with the Classic message reader.)</i>
.*	Select All Messages (for subsequent group action)—The decimal point ("." period) before the asterisk ("*") tells MailMan to select <i>all</i> messages from a list of messages to subsequently perform group actions on all selected messages. <i>(Not available with the Classic message reader.)</i>
.-*	Deselect All Messages—The decimal point ("." period) and minus sign ("-" hyphen) before the asterisk ("*") tells MailMan to deselect <i>all</i> previously selected messages. <i>(Not available with the Classic message reader.)</i>

Table 3: Action Codes—Basket Message Lists

Table 3 (continued):

Action Code	Action Description
C	Change the Name of This Basket—Change the name of any mail basket in your mailbox except the "IN" and "WASTE" baskets. <i>(Available with all message readers.)</i>
CD	Change Detail—Change your view to detailed information, when summary information is displayed or change to summary information when detailed information is displayed. <i>(Not available with the Classic message reader.)</i>
D	Delete Messages—Move messages to the "WASTE" basket. The messages are <i>not</i> permanently deleted from your mailbox or the system until all recipients delete or terminate the message. <i>(Available with all message readers.)</i>
F	Forward Messages—Send messages to another individual or group of individuals. <i>(Available with all message readers.)</i>
FI	Filter Messages—Filter messages in a basket based on mail filters you've previously established for your mailbox. <i>(Available with all message readers.)</i>
H	Headerless Print Messages—Print messages without the print and header information to any device that you choose. MailMan only prints the body of the message. <i>(Available with all message readers.)</i>
L	Later Messages—Make messages "new" for a specified later date and time; it can act as a reminder. <i>(Available with all message readers.)</i>
N	New Message List—List all new messages in a mail basket. <i>(Available with all message readers.)</i>
O	Opposite Selection Toggle (for subsequent group action)—Use this toggle to deselect previously selected messages and select previously unselected messages from a list of messages. This action code is only available when messages have been selected for subsequent group action. <i>(Not available with the Classic message reader.)</i>
NT	New Toggle—Use this toggle to make messages "new" or "not new." <i>(Added with Patch XM*7.1*110; Available with all message readers.)</i>
P	Print Messages—Print messages to any device you choose. <i>(Available with all message readers.)</i>
Q	Query (Search for) Messages in This Basket—Search for messages based on criteria you enter. <i>(Available with all message readers.)</i>

Table 3: Action Codes—Basket Message Lists (continued)