Open Systems

Email – Delay or Automatic

Resource Manager

To delay email sending:

Go to Resource Manager

Go to Company Setup

Go to Options and Interfaces

Option Table Type – Own

Application ID: RM

Option 13: Send E-Mails Immediately? will need to have a value of NO.

W to Write Changes

Emails sent through OSAS will now go to the Email Queue.

To send emails in Email Queue:

Resource Manager

Company Setup

E-Mail Queue

User ID – Enter the user ID that sent emails or hit F2 and select from the list.

A list of emails queued will appear.

To send – Hit enter or TAG to change the Send? field to YES.

Process Tagged will send those tagged emails out.

To automatically send emails without delay:

Go to Resource Manager

Go to Company Setup

Go to Options and Interfaces

Option Table Type – Own

Application ID: RM

Option 13: Send E-Mails Immediately? will need to have a value of YES.

W to Write Changes

Emails sent through OSAS will now send on demand.