

How do I notify the sender if an envelope has not been opened in a specified number of days?

TAC

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Contributed by Jerry Sha and Stephan Fiebrandt, Cisco TAC Engineers.
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This document describes how to notify the sender if an envelope has not been opened in a specified number of days.

Solution

1. Open the application that creates the registered envelope.

By default, these applications are RegisteredEnvelopeEnrolled and RegisteredEnvelopeEnrolledLarge or RegisteredPxMail and RegisteredPxMailLarge.

2. Go to the "Registered Envelope" tab.
3. Set the "Read Notification Interval" to the desired number of days.
4. From the Configuration tab > PostX Services > Scheduled Task List, create a new "Registered Envelope Service Task" to send the notification message.
5. Save the changes.