

# Apple Mail

May 11, 2016



# Methods for Organization

## ✓ Folders

- Can be subfolders by account
- Can be On Your Mac
- Mail can be moved by rules, or manually

## ✓ Smart folders

- Really selections from inbox based on one or more characteristics
- VIPs

## ✓ Rules

- Tailored to one or more characteristic(s)
- Groups set up in Contacts
- Can move, color, delete, or the action



# Message Viewer

The screenshot displays an email client interface with a sidebar on the left containing folders like 'Inbox', 'Flagged', 'Drafts', 'Sent', 'Junk', 'Trash', and 'Archive'. The main pane shows a list of emails, with the selected email from 'Travelocity' expanded on the right. The email content includes a header with the recipient's name, a promotional banner for the Travelocity mobile app, a 'TRAVEL INSIDER EXCLUSIVE!' offer for 50% or more off on hotels, and a 'Explore Destinations >>' button. Social media icons for Facebook, Twitter, Pinterest, and LinkedIn are visible at the bottom of the email content.

Inbox (1257 messages, 15 unread)

Mailboxes: Mailboxes, VIPs, Flagged, Drafts, Archive - Google (All Mail) (92)

Sort by DATE

**Travelocity** Today at 9:48 AM

To: Robert van Lier  
Reply-To: Travelocity  
Robert, you almost missed an incredible email offer!

Plan & book on-the-go with Travelocity's mobile app!  
Discover More >

Available on the App Store | Get it on Google play

travelocity

Hotels | Flights | Packages | Cars | Cruises | Deals

**TRAVEL INSIDER EXCLUSIVE!**

We've reserved a special deal, just for you! Book now and save **50% or MORE** on our top hotels at destinations across the globe. You ready? Let's go!

Explore Destinations >>

TERMS & CONDITIONS  
Special offers are only available at participating hotels. Percentage discount calculations are based on the full rate, as determined and supplied by the hotel. Sample prices are for the stated travel period and are subject to availability based upon Travelocity's hotel rates. Prices are per night based on double occupancy and include taxes and fees. Deals may change or be discontinued without notice. Minimum stay may be required. Additional restrictions and blackout dates may apply. Hotel-specific conditions may apply and are notified prior to booking.

SUBSCRIPTION INFORMATION  
You are receiving this email because you are a Travelocity customer or you signed up to receive promotional emails. Please add [travelocity@ac.travelocity.com](mailto:travelocity@ac.travelocity.com) to your address book / safe senders list to ensure that you receive our emails. You qualified for this email based on your email preferences. If you would like to stop receiving promotional emails from us, you can opt-out below. If you need additional assistance, please [email us](#) anytime.

EMAIL PREFERENCES  
[Unsubscribe](#) from all promotional emails.



# Miscellaneous Features

- ✓ Rich vs Plain text
- ✓ Drag folders to favorites bar
- ✓ Stationary
- ✓ Flags
- ✓ Previous Recipients window
- ✓ Junk folder



# Signatures

- ✓ Can be made as plain or stylized text
- ✓ Can be HTML
- ✓ Assigned to one or more accounts
- ✓ Stored in slightly different locations whether or not you use iCloud Drive



# Signature Services

## ✓ Many are available on the Web

- Search for “mail signature services”
- Many advertised as free charge monthly hosting fees

## ✓ Roll your own

- Best to reference images to hosting services
- Consider Dropbox, Google Drive, OneDrive, or ISP
  - ◆ For members, ApplePickers can host your image file(s)



# HTML Signatures



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# HTML Code

```
<style>
.ExternalClass * {line-height: 100%}
</style>
<br/><br/>

<table cellspacing="0" cellpadding="0" border="0" style="-webkit-text-size-adjust:70%; -ms-text-size-adjust:none;">

  <tr>
    <td bgcolor="#f9eee1" style="border:1px solid #ecdece">
      <a href="http://www.mydesignpad.com" target="_blank" ></a></td>

    <td width="8"></td>

    <td width="310px" bgcolor="#f9eee1" style="padding-right:8px; border:1px solid ecdece;font-size:10px; font-weight:normal;
    padding-left:8px; line-height:18px; font-family:Helvetica,Arial,Trebuchet MS,Sans Serif; color:#ec1863">
    <span style="color:#1c7bc3; font-weight: bold;">Timmy Cai</span>
    <span style="color:#ec1863;"> Creative Problem Solver</span> |
    <span style="color:#3e2105; font-weight:bold;">E</span>
    <a style="color: #1c7bc3; text-decoration:none;" href="mailto:timcai@mydesignpad.com">timcai@mydesignpad.com</a><br/>
    <a style="color: #3e2105;text-decoration:none;" href="http://mydesignpad.com/htmlsignature/" target="_blank" > create email
    signatures</a> |
    <a style="color: #3e2105;text-decoration:none;" href="http://www.mydesignpad.com/work/" target="_blank" >
    design portfolio</a> |
    <a style="color: #3e2105;text-decoration:none;" href="https://twitter.com/timmycai" target="_blank" > twitter</a> |
    <a style="color: #3e2105;text-decoration:none;" href="callto:timmy.cai" target="_blank" > skype: timmy.cai</a>
    </td>
  </tr>

</table>
```



# List of Signatures

## Using iCloud Drive:

```
~/Library/Mobile\ Documents/com~apple~mail/Data/V3/MailData/Signatures/
```

## Not Using iCloud Drive:

```
~/Library/Mail/V3/MailData/Signatures/
```

Open Terminal.app, found in `Applications > Utilities`, paste the following line into the box and press enter

## Using iCloud Drive:

```
ls -laht ~/Library/Mobile\ Documents/com~apple~mail/Data/V3/MailData/Signatures/
```

## Not Using iCloud Drive:

```
ls -laht ~/Library/Mail/V3/MailData/Signatures/
```



# Creating HTML Signature

- ✓ Summary from post by Matt Coneybeare
- ✓ Create dummy signature
- ✓ Using iCloud Drive

```
open -a TextEdit ~/Library/Mobile Documents/com~apple~mail/Data/V3/MailData/Signatures/ubiquitous_*.mailsignature
```

- ✓ Not using iCloud Drive

```
open -a TextEdit ~/Library/Mail/V3/MailData/Signatures/*.mailsignature
```

- ✓ Locate file by date and time
- ✓ Paste in HTML, & save