Managing Your Email Account

What are the Pace University FSmail email quotas:

- 30 meg for Faculty/Staff - or - 50 meg for Faculty teaching online
- 1,000 message limit per email account (to be implemented 01/26/04)

Why do we have these quotas?

To further ensure stability and improved performance of the University email server.

What will happen if I reach the email quota limits?

When your message quota is reached, your email will bounce.

Will I know when I am approaching the maximum quota limits?

Yes—you will now begin receiving email notifications as you approach the 1,000 message quota and this process will continue after full implementation on January 26th.

Note: For instructions on moving mail to a local machine, visit www.pace.edu/doit, select IMO Resources/Documentation/Handouts and select Email Maintenance/Local Mail Folders - or - visit your campus CRC.

Is there a way I can avoid worrying about the email quotas?

Yes. You can use POP protocol instead of IMAP—this way your email is removed automatically from the email server to your local machine.

Note: See your IMO for assistance in changing to POP protocol.

Now is the time to clean up email stored on fsmail.pace.edu.