

Mail receive



Mail receive is a default Switch app that retrieves email messages from a POP3 and IMAP email server (so that users can access email accounts like Gmail, Hotmail etc) and injects any file attachments into the flow. Please note that Switch only accepts MIME encoded attachments.

Keywords

If you enter one of the following keywords in the Search field at the top of the Flow Elements pane, the **Mail receive** element will be shown in the list:

- Internet
- web
- email
- e-mail
- POP3
- IMAP
- network
- communication
- transfer
- input





Connections


Mail receive does not allow incoming connections.

Mail receive allows only a single outgoing connection.

Properties

Property	Description
Element type	The flow element type: Mail receive. This property is useful to identify renamed flow elements. It cannot be changed.
Name	The name of the flow element displayed in the canvas.
Description	A description of the flow element displayed in the canvas. This description is also shown in the tooltip that appears when moving your cursor over the flow element.

Property	Description
Server type	<p>The type of server from which to retrieve mail. Choices are POP3 and IMAP4.</p> <hr/> <p> Note: Using POP3 may break the functionality to leave the original jobs on the server (see the <i>Leave originals on server</i> property below).</p>
Server address	<p>The URL or IP address of the server from which to retrieve mail.</p> <hr/> <p> Tip: You can find the POP3 or IMAP settings of your mail provider (e.g. gmail) on the internet.</p>
Port	<p>Editors in this property are numbers and it is empty by default.</p>
Accounts	<p>A list of accounts (names and corresponding passwords) from which to retrieve mail.</p> <hr/> <p> Note: POP3/IMAP must be enabled on your mail account and some providers (e.g. gmail) require that you enable "Allow less secure apps". For more information, refer to the documentation of your mail provider or search for an answer to your question in our known issues and solutions database.</p>
Use secure password verification	<p>Defines whether to log in to the mail server using secure password verification.</p> <p>If set to Yes, the <i>Authentication method</i> (used to establish the connection to the mail server) should be specified. The following secure authentication methods are supported:</p> <ul style="list-style-type: none"> • Automatic (The element will try the different methods one by one until the connection can be established) • SASL Plain • NTLM • SASL DIGEST-MD5 • CRAM-MD5 • APOP <hr/> <p> Note: APOP can only be used with a POP3 mail server.</p>
Server requires secure connection	<p>Defines whether the mail server requires a secure connection using the TLS protocol.</p>
Leave originals on server	<p>If set to Yes, incoming messages are left untouched on the server.</p> <p>If set to No (default value), incoming messages are removed from the server.</p>

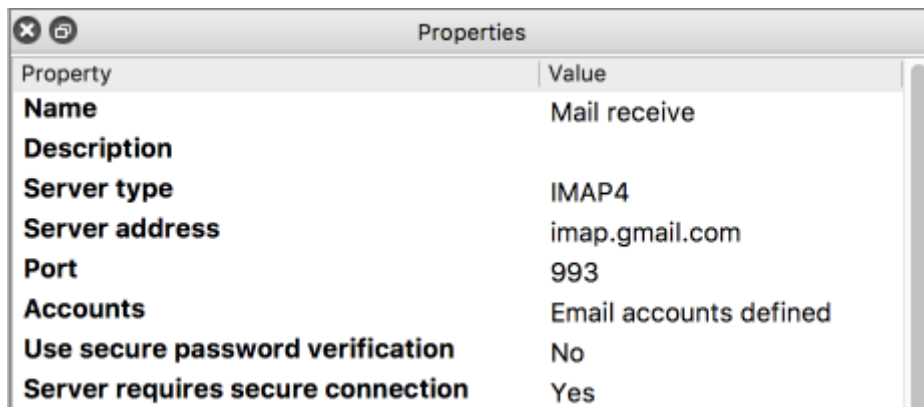
Property	Description
	<p>For more details, refer to <i>Leaving originals in place</i> in the Switch Reference Guide.</p> <hr/> <p> Note: The functionality to leave originals on the server might not work for some POP3 servers. This depends on the server implementation and the account settings. For example, it doesn't work for GMail when it is accessed via the POP3 protocol; in that case we recommend using the IMAP protocol (see the <i>Server type</i> property).</p> <hr/>
Check every (minutes)	The frequency of checking the email accounts for new messages.
Time-of-day window	If set to Yes , the tool checks for new arrivals only during a certain time of the day (specified in the subordinate properties).
<i>Allow from (hh:mm)</i>	The time-of-day window during which to check for new arrivals; the values are structured as "hh:mm" (hours, minutes) indicating a time of day on a 24 hour clock; an empty value means midnight; two identical values mean the tool always checks for new arrivals.
<i>Allow to (hh:mm)</i>	
Day-of-week window	If set to Yes , the tool checks for new arrivals only during certain days of the week (specified in the subordinate properties).
<i>Allow from</i>	The days of the week (Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday) during which to check for new arrivals; two identical values mean the tool only checks for new arrivals on that specific day.
<i>Allow to</i>	
Day-of-month window	If set to Yes , the tool checks for new arrivals only during a certain day of the month (specified in the subordinate properties).
<i>Day</i>	The day in the month during which to check for new arrivals, as a number in the range [1 . . 31]; the default value of one means the first or the last day of the month (depending on the following property).
<i>Relative to</i>	Determines whether the day of the month is relative to Start of month' or End of the month .
Attach hierarchy info	If set to Yes , information about a file's origin (derived from the email message as specified by the next property, see below) is added to its internal job ticket as a location path; for more info, see <i>Using hierarchy info</i> in the Switch Reference Guide .

Property	Description
<i>Base info on</i>	Defines how to derive the attached location path from the email message; the path can be based on the contents of one of the following: "Sender's email address", "Email account name", or "Message subject".
Attach email info	If set to Yes , the sender's address of the incoming email message is added to the email information in the file's internal job ticket ([Job.EmailAddress]); body text from the incoming message is never copied into the email info; for more info, see <i>Using hierarchy info</i> in the Switch Reference Guide .
Attach extra email info	If set to Yes , additional email info is added to the internal job ticket as specified by the next two properties (see below); the information added can vary depending on properties of the incoming email message (see below); for more details, see <i>Using email info in Switch</i> in the Switch Reference Guide .
<i>Base map key on</i>	Defines the "key" that is used to select the appropriate email info from the table provided in the next property; the key can be contents of: "Sender's email address", "Email account name", or "Message subject".
<i>Email info map</i>	Email addresses and body text specified with the editor for this property are added to each file's email info as the file is injected in the flow; the value of the key specified in the previous property (for example, the sender's address of the incoming email message) determines which entry of the table is actually added.
Scan for nested attachments	When set to Yes , user can scan all nested email until no emails but real assets are found. The default value is No . Nested attachments are files included in .eml files (i.e. saved mail files) attached to the incoming mail.
Collect attachments	Set to Yes to collect all attachments in a folder. Single file attachments will also be stored in a job folder. The default value is No .
<i>Assemble message and attachments</i>	This is a sub property of Collect attachments and is available only when the parent is set to Yes . Set to Yes to assemble the injected message and the attachment(s) in the same job folder. If there is no message to inject, this property will not affect attachment handling. The default value is No .
Inject message as file	Determines whether the email message itself (as opposed to its attachments) is injected into the flow as a separate file. Choices are: <ul style="list-style-type: none"> No: Only attachments are injected in the flow. If no attachments: The mail message is injected as a separate file only if it has no attachments.

Property	Description
	<ul style="list-style-type: none"> Always: The mail message is always injected as a separate file. <p>The message will be saved as HTML or TXT with UTF8 encoding, depending on the value of the Convert HTML to plain text property. The file will be named after the subject line of the email message. If there is no subject line, the file will be named 'No subject.txt' or 'No subject.html'.</p>
Convert HTML to plain text	<p>If set to Yes, the HTML message body will be converted to plain text before it is used to generate output data.</p> <p>If set to No, the message body will remain in HTML format. The message body can be injected into the flow as a new job or attached as metadata to the jobs generated by the incoming email (for example, jobs representing e-mail attachments).</p>

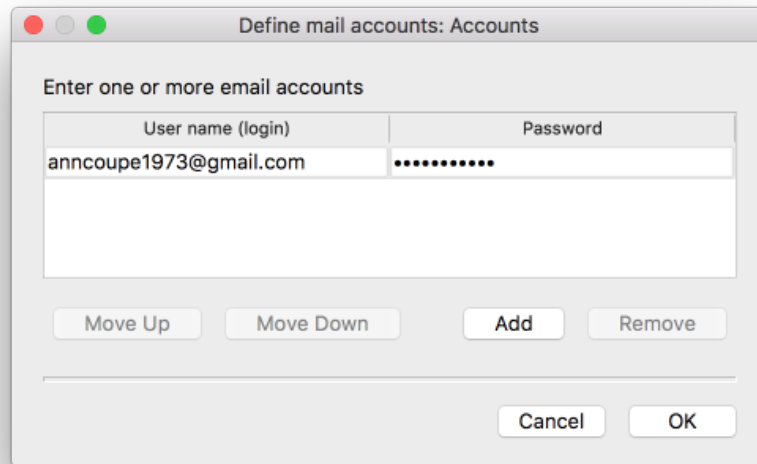
Example: receiving jobs from a gmail account

Mail receive properties:



Property	Value
Name	Mail receive
Description	
Server type	IMAP4
Server address	imap.gmail.com
Port	993
Accounts	Email accounts defined
Use secure password verification	No
Server requires secure connection	Yes

Dialog where you should define your email accounts ("Accounts" property):



Picking up e-mail metadata

The **Mail receive** tool automatically picks up the contents of incoming email messages as metadata. This behavior cannot be configured or turned off (that is, there are no flow element properties related to this behavior). For more background information, see *Picking up metadata* in the [Switch Reference Guide](#).

For each incoming message the **Mail receive** tool creates a metadata dataset that contains the relevant components of the message, such as the sender, to, cc, and reply-to addresses and the complete email body text. This dataset is then associated with the job ticket for all files delivered by the message under the standard dataset name "Email".

For details on the format of the generated metadata, refer to *Email message schema* in the [Switch Reference Guide](#).