

Proxy Access in Netmail Search

The Proxy Access feature in Netmail Search gives you proxy access to other users' archives. It is generally used to access retired archived accounts (e.g., those belonging to employees who have left the organization), although it can also be used to access the archives of current users.

If you have been given proxy access to other archived accounts, the folder view on the left-hand side will list both the archive stores and folders in which your archived data is located as well as those of all users whose archives you have been granted proxy access to.

The screenshot shows the Netmail Search interface. On the left, the 'Folder' pane lists the user 'alexander' and their folders (Notes, Cabinet, Sent Items, Drafts, Tasks, Calendar, Inbox). Below this, it lists 'Archives of user to which current user has proxy access rights', including 'alexander' (279 items) and 'chrisse' (18 items). The main pane displays a list of messages with columns for From, Subject, Date, Sent / Received, and Folder. The 'Folder' column shows paths like 'MACPR1734/AT109/Sent Items' and 'MAC9081/dooku/Inbox', indicating messages from both the current user and those with proxy access. A 'Folder Stats' pane at the bottom left shows the item counts for the listed archives.

From	Subject	Date	Sent / Received	Folder
"Alexander Velarde"...	Doctor Check-up	04/30/12 2:00 PM	03/09/11 9:29 PM	MACPR1734/AT109/Sent Items
"Alexander Velarde"...	Doctor Check-up	03/30/12 2:00 PM	03/09/11 9:29 PM	MACPR1734/AT109/Inbox
"Alexander Velarde"...	4 Hours of Study Time	03/25/12 8:00 AM	07/14/11 7:18 AM	MACPR1734/AT109/Sent Items
"Alexander Velarde"...	4 Hours of Study Time	03/11/12 8:00 AM	07/14/11 7:18 AM	MACPR1734/AT109/Inbox
"Faye Spicer" <faye...>	Tuesday Meeting	03/06/12 10:00 AM	04/05/11 9:35 AM	MACPR1734/AT109/Sent Items
"Alexander Velarde"...	Doctor Check-up	02/29/12 2:00 PM	03/09/11 9:29 PM	MACPR1734/AT109/Sent Items
"Alexander Velarde"...	4 Hours of Study Time	02/25/12 8:00 AM	07/14/11 7:18 AM	MACPR1734/AT109/Inbox
"Alexander Velarde"...	4 Hours of Study Time	02/11/12 8:00 AM	07/14/11 7:18 AM	MACPR1734/AT109/Sent Items
"Faye Spicer" <faye...>	Tuesday Meeting	02/07/12 10:00 AM	04/05/11 9:35 AM	MACPR1734/AT109/Inbox
"Alexander Velarde"...	Doctor Check-up	01/31/12 2:00 PM	03/09/11 9:29 PM	MACPR1734/AT109/Sent Items
"Alexander Velarde"...	4 Hours of Study Time	01/25/12 8:00 AM	07/14/11 7:18 AM	MACPR1734/AT109/Inbox
"Alexander Velarde"...	4 Hours of Study Time	01/11/12 8:00 AM	07/14/11 7:18 AM	MACPR1734/AT109/Sent Items
"Faye Spicer" <faye...>	Tuesday Meeting	01/03/12 10:00 AM	04/05/11 9:35 AM	MACPR1734/AT109/Inbox
"Alexander Velarde"...	Doctor Check-up	12/30/11 2:00 PM	03/09/11 9:29 PM	MACPR1734/AT109/Sent Items
"Alexander Velarde"...	Monday Dentist	12/26/11 11:00 AM	03/09/11 9:27 PM	MACPR1734/AT109/Inbox
"Alexander Velarde"...	4 Hours of Study Time	12/25/11 8:00 AM	07/14/11 7:18 AM	MACPR1734/AT109/Inbox
"Alexander Velarde"...	Monday Dentist	12/19/11 11:00 AM	03/09/11 9:27 PM	MA9081/dooku/Inbox
"Alexander Velarde"...	Monday Dentist	12/12/11 11:00 AM	03/09/11 9:27 PM	MACPR1659/dooku/Sent Items
"Alexander Velarde"...	4 Hours of Study Time	12/11/11 8:00 AM	07/14/11 7:18 AM	MA9081/dooku/Inbox
"Charles Nguyen" <...>	Tech Catchup	12/09/11 8:00 AM	03/09/11 8:51 PM	MACPR1659/dooku/Sent Items

In the message view, the **Folder** column displays the folder in which each archived message is located, as well as which user account it belongs to. This can help you distinguish your own archived messages from those belonging to the archived account(s) to which you have proxy access.

Just as with your own archived messages, you can also view, filter, search, forward, and print the archived messages of those user accounts to which you have proxy access.

Note: If you do not see any other archives other than your own, then you do not have proxy access rights to any archived accounts. Rights were either never granted or have been revoked.

For more information about using Netmail Search, please refer to the [Netmail Search User Guide](#).

