cc:Mail - General Tab

Displays information about a Lotus cc:Mail recipient.

Display Name

Shows the name that appears in the Address Book.

Mailbox

Displays the name of the recipient's mailbox.

Post Office

Displays the name of the recipient's post office.

To/Cc/Bcc

If you are composing a message, adds the name to the corresponding address box in the message.

Send Options

Displays the **Send Options For This Recipient Properties** dialog box, where you can specify the Internet encoding method you want to use on a per-recipient basis. For example, if you have the default for encoding set to Multipurpose Internet Mail Extensions (MIME) and you have one recipient whose e-mail system uses only uuencode, you can specify that this user receive all messages encoded in uuencode rather than MIME.

Note You must add the recipient to your personal address book (PAB) before you can specify special encoding instructions.