

Roundcube: Autoresponder & Email Filter

The following examples will show you how to use autoresponders / email filters in Roundcube.

You can define any filters to, for example, move emails with specific subject or sender to a specified folder, forward emails, create copies of emails, autorespond with an email, and so on.

The filter rules defined here are stored on the server side. They work regardless of which email client you use to access your emails.

Adding a filter

1. Log in to the webmail interface and then click the **Settings** button in the left navigation bar.
2. In the left column titled **Settings**, select the **Filter** item.
3. Click the **Create** button in the third column.
4. Now you can configure the filter according to your needs.

Examples

Move messages marked with *****SPAM***** to the spam folder

To automatically push all messages marked with *****SPAM***** to the Spam folder, apply the following settings to your filter.

Filter name

Move messages marked with ***SPAM*** to the spam folder

Filter enabled

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Scope





matching all of the following rules

Rules

Subject

contains



SPAM




Actions

Move message to

Junk



 Save

Automatic out of office message / vacation message

Although you can also create automatic out-of-office messages via a filter as described above, Roundcube additionally offers a simplified way to set up such a message.

1. Log in to the webmail interface and then click on the **Settings** button in the left navigation bar.
2. In the left column with the title **Settings** select the item **Out of Office**.
3. Now you can configure the out of office message, duration etc. according to your needs.

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