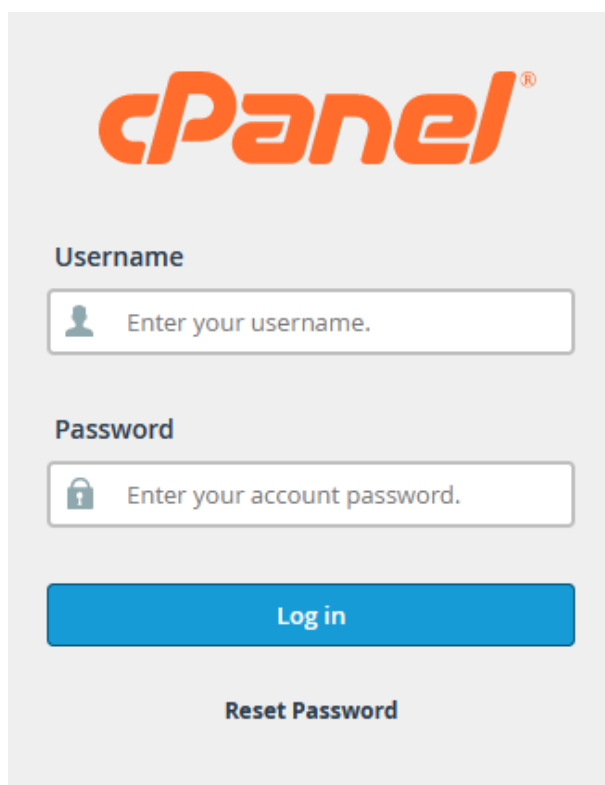


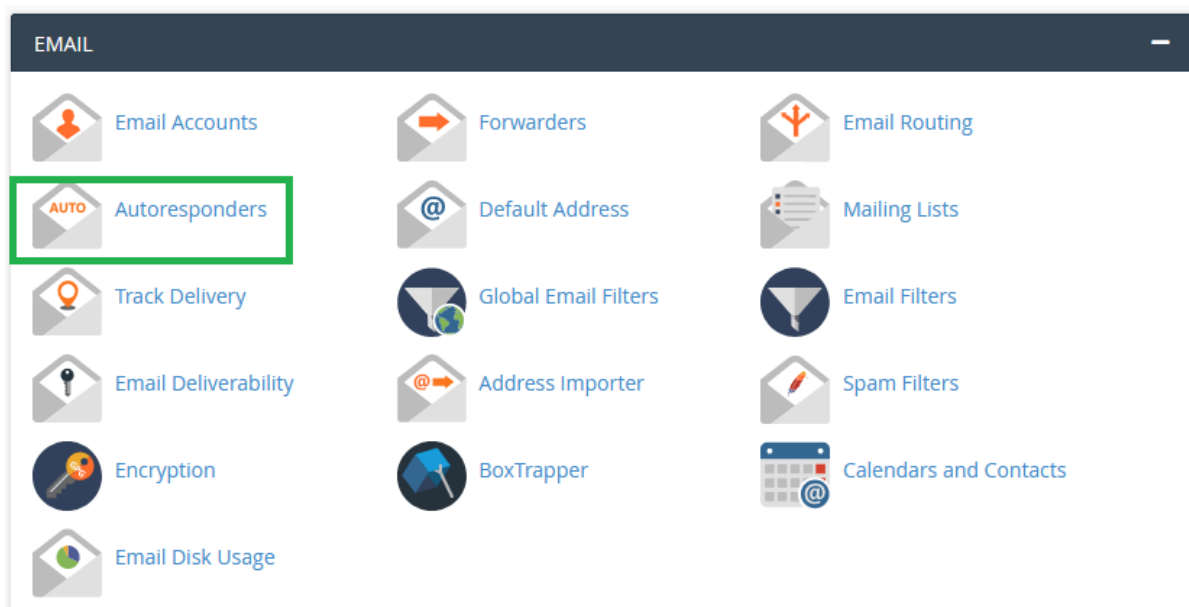
## Kako kreirati i ukloniti automatski odgovor u cPanel-u?

1. Ulogujte se u **cPanel** sa korisničkim imenom i šifrom koji su vam poslali.

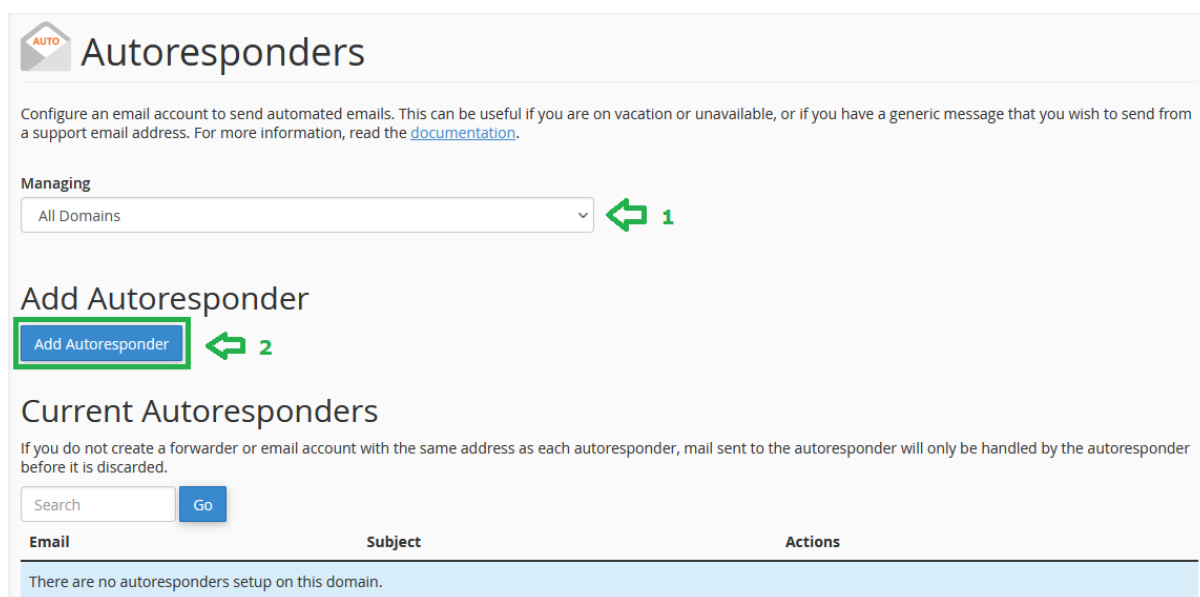


The image shows the cPanel login interface. At the top is the cPanel logo in orange. Below it are two input fields: one for 'Username' with a person icon and the placeholder text 'Enter your username.', and one for 'Password' with a lock icon and the placeholder text 'Enter your account password.'. Below the password field is a blue 'Log in' button. At the bottom center is a link for 'Reset Password'.

2. Kliknite na **Autoresponders** u *EMAIL* sekciji.




### 3. Odaberite domen i kliknite na dugme **Add Autoresponder**.




**Autoresponders**

Configure an email account to send automated emails. This can be useful if you are on vacation or unavailable, or if you have a generic message that you wish to send from a support email address. For more information, read the [documentation](#).

Managing

All Domains  1

**Add Autoresponder**

**Add Autoresponder**  2

**Current Autoresponders**

If you do not create a forwarder or email account with the same address as each autoresponder, mail sent to the autoresponder will only be handled by the autoresponder before it is discarded.

Search

Email	Subject	Actions
There are no autoresponders setup on this domain.		

### 4. Unesite sve neophodne informacije.

- **Interval:** Unesite broj u časovima koliko će autoresponder čekati pre nego što ponovo pošalje mejl na istu email adresu (ako vam neko piše više puta da ne dobija svaki put automatski odgovor)
- **Email:** unesite deo email adrese koji ide ispred @
- **Domain:** odaberite vaš domen na kojem je napravljena email adresa, to je deo koji ide posle @
- **From:** Unesite od koga je mejl koji će biti poslat automatski
- **Subject:** Unesite naslov mejla (npr. Na odmoru smo)
- **Body:** Upišite tekst mejla (npr. Vraćamo se za 20 dana)
- **Start:** Odaberite da li želite odmah da bude podešen ovaj odgovor ili od određenog datuma klikom na kalendar.
- **Stop:** Odaberite da li želite da bude podešeno da se ne isključuje ovaj odgovor il do određenog datuma klikom na kalendar.

Kliknite na dugme **Create**.



## Autoresponders

### Add Autoresponder

Hint: If you do not create a forwarder or email account with the same address as this autoresponder, mail will only be handled by the autoresponder before it is discarded.

When configuring an autoresponder, you can use the following tags to insert information into the response email:

**%subject%**

The subject of the message sent to the autoresponder.

**%from%**

The name of the sender of the message received by the autoresponder, if available.

**%email%**

The incoming email sender's address.

Character Set:

Interval:

 hours

The number of hours to wait between responses to the same email address, or zero to always respond.

Email:



Domain



From:



Subject:



This message contains HTML.

Body:



Start:

- Immediately  
 Custom



Stop:

- Never  
 Custom



Create



## Brisanje automatskog odgovora

Kada je automatski odgovor kreiran, on će se pojaviti u listi ispod gde možete da obrišete ga, ili da upravljate sa njim. Klikom na dugme **Delete** odgovor se briše.

### Current Autoresponders

If you do not create a forwarder or email account with the same address as each autoresponder, mail sent to the autoresponder will only be handled by the autoresponder before it is discarded.

Search  [Go](#)

Email	Subject	Actions
office@imedomena.com	Odmor	<a href="#">Edit</a> <a href="#">Delete</a>