

# CanopusPlus-Mail

# GUIDELINE

# Welcome to the **CanopusPlus-Mail Guideline**

CanopusPlus-Mail delivered as a secure, stable, cloud based service which enables essential business communications in an optimised manner. The web dashboard allows for the remote configuration and administration of vessels, making life easier for both crew and shore based IT Teams.

The user guideline of the CanopusPlus-Mail provides necessary step-by-step instructions for manually configuring CanopusPlus-Mail on Windows 10.

- 1. Download the required software for master PC.**
- 2. Setting up procedure for Captain/Master PC and POP3 Microsoft outlook configuration.**
- 3. Setting up procedure for Additional Client PC and POP3 Microsoft outlook configuration.**

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*\*IMPORTANT NOTE: Captain PC and Client PC must be the same network.*

# 02 | REQUIREMENTS

## REQUIREMENTS:

Please ensure the PC you wish to install the CanopusPlus-Mail software on is at least of the below specification:

- Microsoft Windows 10 (as Microsoft announce no more support for Windows 7)
- Microsoft .NET Framework v4.6.2
- 1GHz processor
- 1GB RAM
- 5GB free disk space

The CanopusPlus-Mail v2 client requires that Microsoft.Net Framework version 4.6.2 is installed.

# 02 | REQUIREMENTS

## REQUIREMENTS:

If this version of .NET is not installed on the machine intended to run CanopusPlus-Mail, please ensure you select it from the **Additional Items** section at the bottom of the **Downloads** page on the Canopus-mail Dashboard.

## PLEASE NOTE:

While Microsoft.Net Framework version 4.6.2 is compatible with most modern versions of the Windows operating system, there are some operating systems that it is not compatible with.

A full list of compatible operating systems can be found [here](#) (Internet connection required for link).

# 03 | DOWNLOAD THE REQUIRED TWO INSTALLER SOFTWARE

## STEP 1:

Login with ID and password in <http://dashboard.canopus-mail.com/>

- User ID: **CTXXXXXX**
- Password: **CanTrade8338!**

# 03 | DOWNLOAD THE REQUIRED TWO INSTALLER SOFTWARE

## STEP 2:

Download the **Canopus Mail Plus software** for main server (Captain/Master PC) to install Master/Captain PC.

## NOTE:

**.NET** software include.

General CanopusMail Archiving CanopusProtect eNOD Downloads User Admin

Current Versions CanopusCMail


The current versions available for download require the Microsoft .Net Framework version 4.6.2 to be installed. If you do not have this installed or are unsure please select it from the *Additional Items* section at the bottom of the page.

Microsoft .Net Framework version 4.6.2 is compatible with most modern versions of the Windows operating system, however a full list of compatible versions can be found here: [https://msdn.microsoft.com/en-us/library/8z6watww\(v=vs.110\).aspx](https://msdn.microsoft.com/en-us/library/8z6watww(v=vs.110).aspx)


A new feature has been added to CanopusMail for Global Address Book support. CanopusMail will operate with an existing vessel side LDAP server installation.  
If the vessel does not have an LDAP server onboard, we recommend OpenLDAP for Windows, available from here: <https://userbooster.de/en/download/openldap-for-windows.aspx?l=en>


Use the options below to customise your download.


CanopusMail v2.1.47.0


 Canopus Mail

What's New?

Include in Download? Yes 

Silent Install 

Initial Configuration 

Extended Configuration 

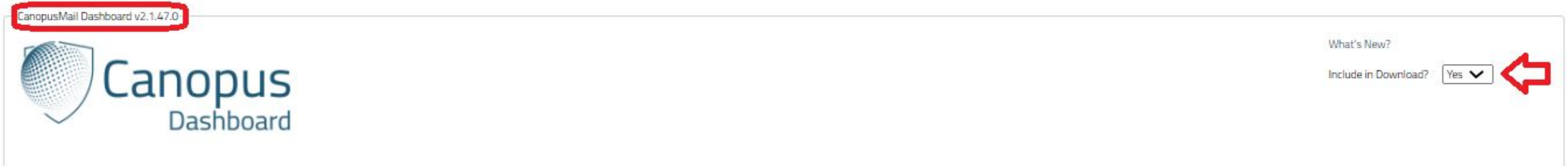
## 03 | DOWNLOAD THE REQUIRED TWO INSTALLER SOFTWARE

### STEP 3:

If there is additional client emails (PMS, NS5 or bridge , etc) , please download **Canopus Dashboard Software** for additional client PC.

### NOTE:

**.NET** software include.



### STEP 4:

Install master software on Master/Captain PC.

### STEP 5:

If additional email need, Install client Canopus dashboard on Client PC respectively.



# 04 | FOR MAIN MASTER/CAPTAIN PC

## 4A: SETTING UP PROCEDURE FOR MAIN MASTER/CAPTAIN PC

### STEP 1:

After installation of Canopus Plus, please put the required information for **Basic User Configuration** as per subscription license email.

The screenshot shows the 'Canopus Mail Configuration' window. It is divided into several sections:

- Type:** A dropdown menu set to 'Basic User Configuration'.
- Account Info:** A section with five input fields, each highlighted with a red border: 'Account ID', 'Password', 'Licence Key', 'Account Name', and 'Email Address'.
- Users:** A section with a checkbox 'Prefix Account Name to Display Name for user' (unchecked). Below it is a table with columns 'Username' and 'Display Name'.

| Username | Display Name   |
|----------|----------------|
| master   | Master         |
| bridge   | Bridge         |
| choff    | Chief Officer  |
| cheng    | Chief Engineer |

 To the right of the table are three buttons: 'Add', 'Edit', and 'Delete'.
- Default User:** A dropdown menu set to 'master'.
- Postmaster:** A dropdown menu set to 'master'.

At the bottom right of the window are 'Save' and 'Cancel' buttons.

# 04 | FOR MAIN MASTER/CAPTAIN PC

## 4A: SETTING UP PROCEDURE FOR MAIN MASTER/CAPTAIN PC

### STEP 2:

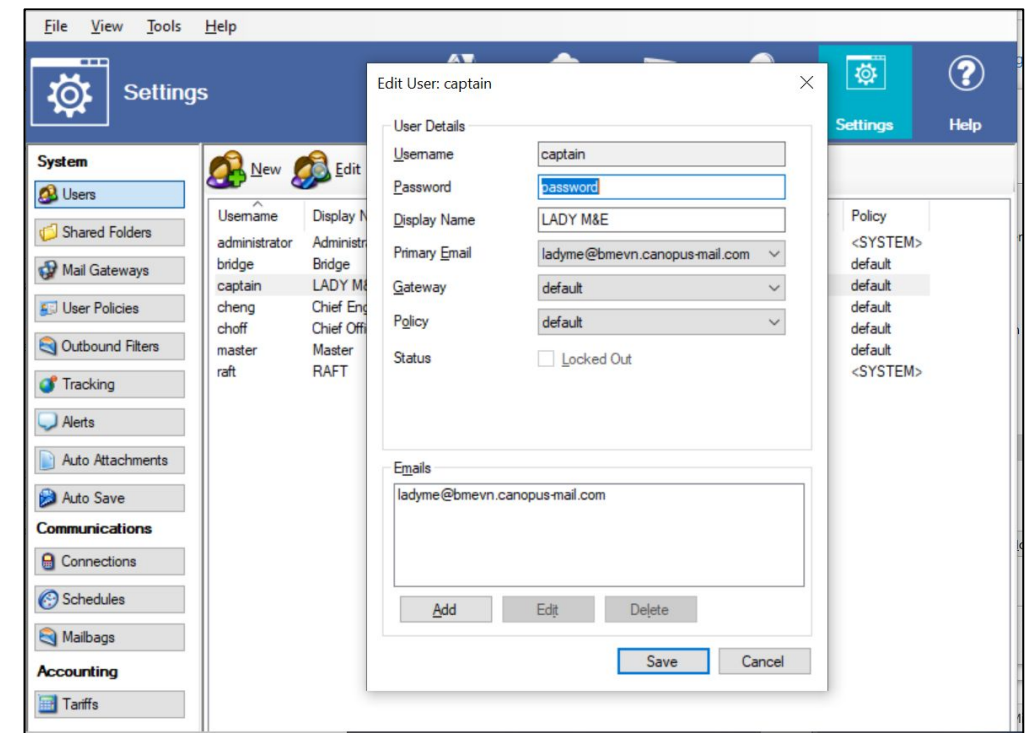
The first login default is

- Username: *master*
- Password: *password*

### STEP 3:

Then click on **View >> Setting >> Users**

- Add user: **captain**
- Password: **password**
- Add email:  
**vesselname@company.canopus-mail.com**



# 04 | FOR MAIN MASTER/CAPTAIN PC

## 4A: SETTING UP PROCEDURE FOR MAIN MASTER/CAPTAIN PC

STEP 4:

Then click on

***Tools >> System Configuration >> General.***

System Configuration

General Account Ports Dashboard Maintenance LDAP Journaling Network

General

Default Username captain

Postmaster captain

Enable SMTP Authentication

SMTP Maximum Message Size (MB) 25

Enable Scheduler

Enable Alerts

Encrypt Mailbags

Enable Auto Hold

Save Cancel

# 04 | FOR MAIN MASTER/CAPTAIN PC

## 4A: SETTING UP PROCEDURE FOR MAIN MASTER/CAPTAIN PC

### STEP 5:

Click **Ports** for POP3 configuration.

And click **Save**.

The screenshot shows the 'System Configuration' dialog box with the 'Ports' tab selected. The 'Mail Ports' section is expanded, showing checkboxes for POP3, IMAP, and SMTP, all of which are checked. The corresponding port numbers are entered in text boxes: 110 for POP3, 143 for IMAP, and 25 for SMTP. There is also a 'TLS' section with a checkbox for 'Enable TLS' which is unchecked. The 'Other Ports' section is also expanded, showing a checked checkbox for 'WebMail' with the port number 8080 entered in the text box. At the bottom right of the dialog, there are 'Save' and 'Cancel' buttons.

| Protocol                                 | Port | TLS Port |
|--|------|----------|
| <input checked="" type="checkbox"/> POP3 | 110  | 995      |
| <input checked="" type="checkbox"/> IMAP | 143  | 993      |
| <input checked="" type="checkbox"/> SMTP | 25   | 465      |

Enable TLS

| Other Port                                  | Port |
|---|------|
| <input checked="" type="checkbox"/> WebMail | 8080 |

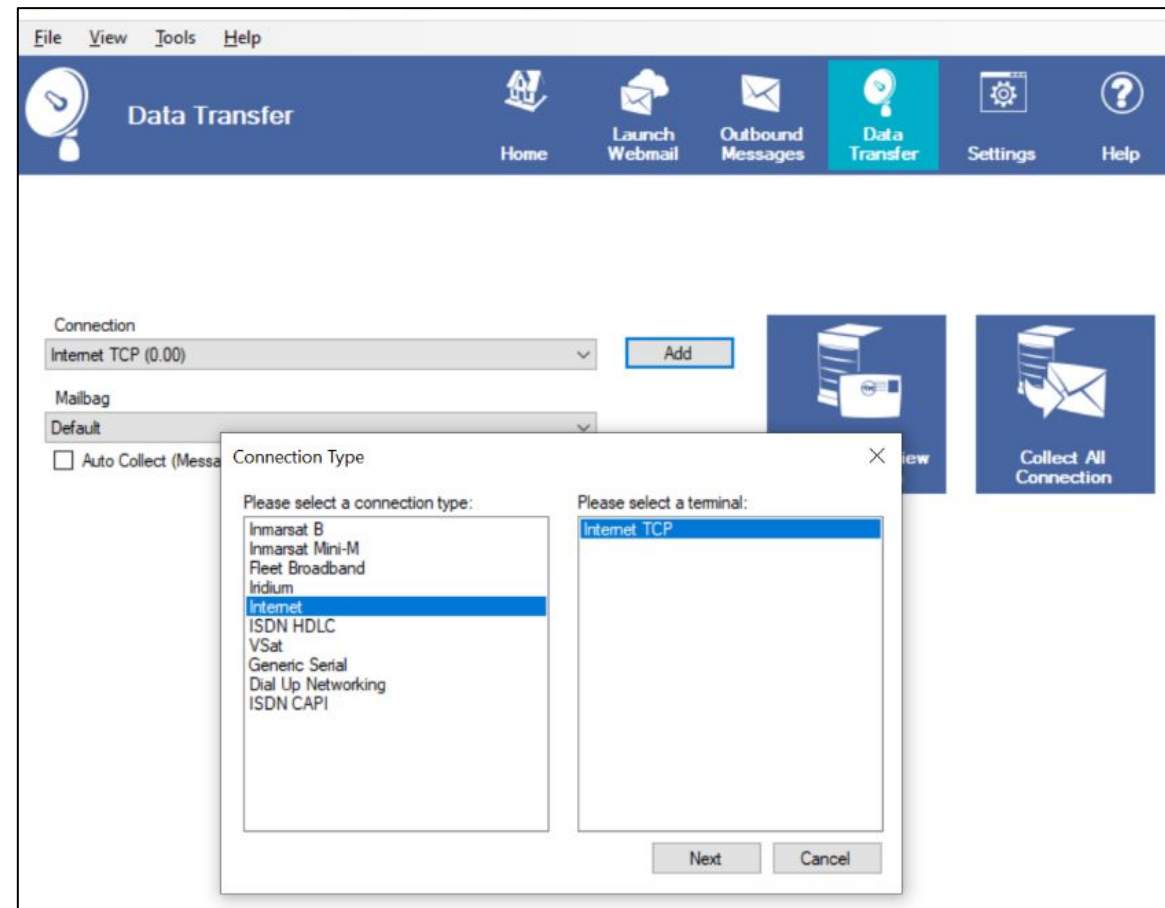
# 04 | FOR MAIN MASTER/CAPTAIN PC

## 4A: SETTING UP PROCEDURE FOR MAIN MASTER/CAPTAIN PC

### STEP 6.1:

Setting on “**Data Transfer**”.

Click **Add**, Connection type.



# 04 | FOR MAIN MASTER/CAPTAIN PC

## 4A: SETTING UP PROCEDURE FOR MAIN MASTER/CAPTAIN PC

STEP 6.2:

And transfer mail by clicking **Start** button.

The screenshot displays the 'Data Transfer' application window. The interface includes a menu bar (File, View, Tools, Help) and a toolbar with 'Start', 'Stop', and 'Back' buttons. The main area is divided into a left sidebar and a central display. The sidebar lists 'Outbound Mailbag' (0 messages) and 'Inbound Mailbag' (1 message), with sub-items like 'GTSentinel', 'GTRAFT', and 'GTMail4Crew'. Below these are sections for 'Preparation', 'Connection', and 'Completion', each with a green checkmark indicating success. The central display shows 'Connection: Internet TCP [Collect All]' and 'Status: Offline'. It features two progress bars: 'Sending: 0% Complete' (empty) and 'Receiving: 100% Complete' (full). To the right of the progress bars, statistics are shown: 'Number of Messages: 0', 'Original Size of Messages: 0 B', and 'Compressed Mailbag Size: 0 B (0%)' for sending; and 'Number of Messages: 1', 'Original Size of Messages: 3.9 kB', and 'Compressed Mailbag Size: 1.7 kB (43%)' for receiving. A 'Show Log' button is at the bottom. The status bar at the very bottom reads: 'Duration: 00:00:01 Remaining: Unknown Sending: 0 B of 0 B Receiving: 1 kB of 1 kB'. A small 'Encore!' logo and an information icon are visible in the bottom right corner.

# 04 | FOR MAIN MASTER/CAPTAIN PC:

## 4B: POP3 MICROSOFT OUTLOOK CONFIGURATION.

### STEP 1:

Follow the CanopusPlus setting

**View >> Setting >> User**

**Add Account**

**POP and IMAP Account Settings**  
Enter the mail server settings for your account.

**User Information**  
Your Name: Lady M&E  
Email Address: ladyme@bmevn.canopus-mail.c

**Server Information**  
Account Type: POP3  
Incoming mail server: 127.0.0.1  
Outgoing mail server (SMTP): 127.0.0.1

**Logon Information**  
User Name: captain  
Password: \*\*\*\*\*  
 Remember password  
 Require logon using Secure Password Authentication

**Test Account Settings**  
We recommend that you test your account to ensure that the entries are correct.  
Test Account Settings ...  
 Automatically test account settings when Next is clicked

**Deliver new messages to:**  
 New Outlook Data File  
 Existing Outlook Data File  
Browse

More Settings ...

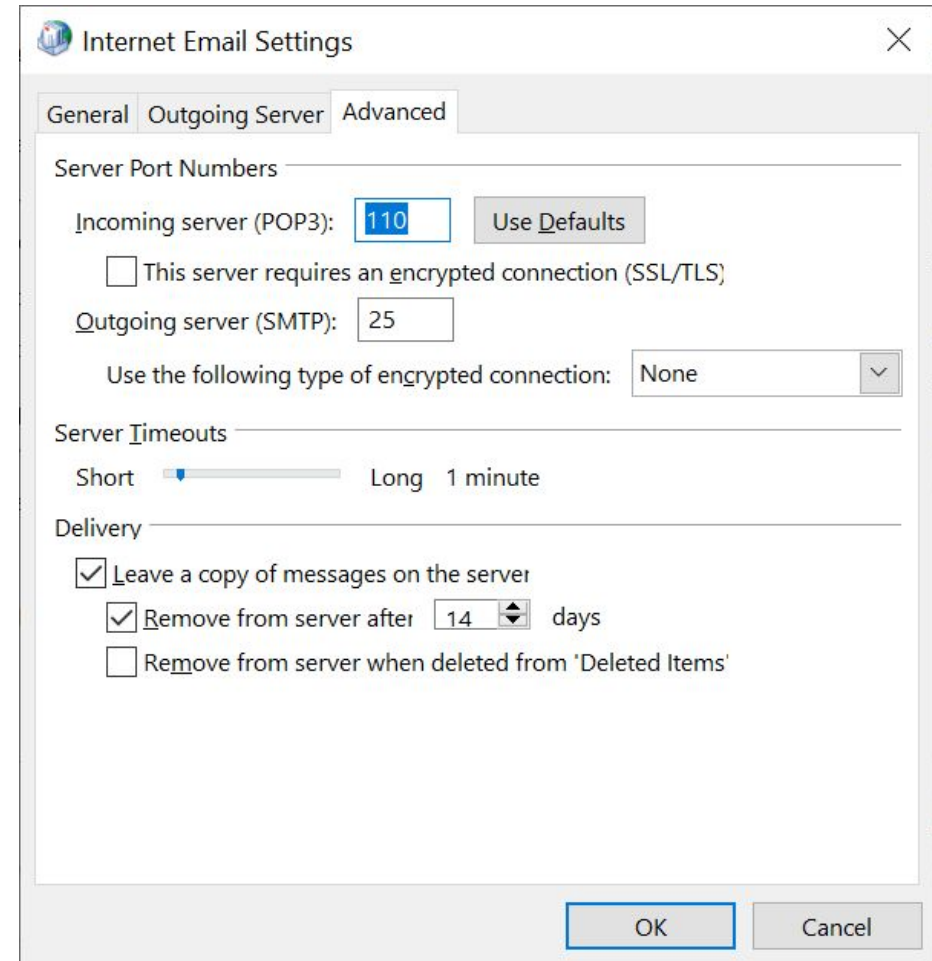
< Back   **Next >**   Cancel   Help

# 04 | FOR MAIN MASTER/CAPTAIN PC:

## 4B: POP3 MICROSOFT OUTLOOK CONFIGURATION.

### STEP 2:

Follow **Setting >> System Configuration >> Ports**



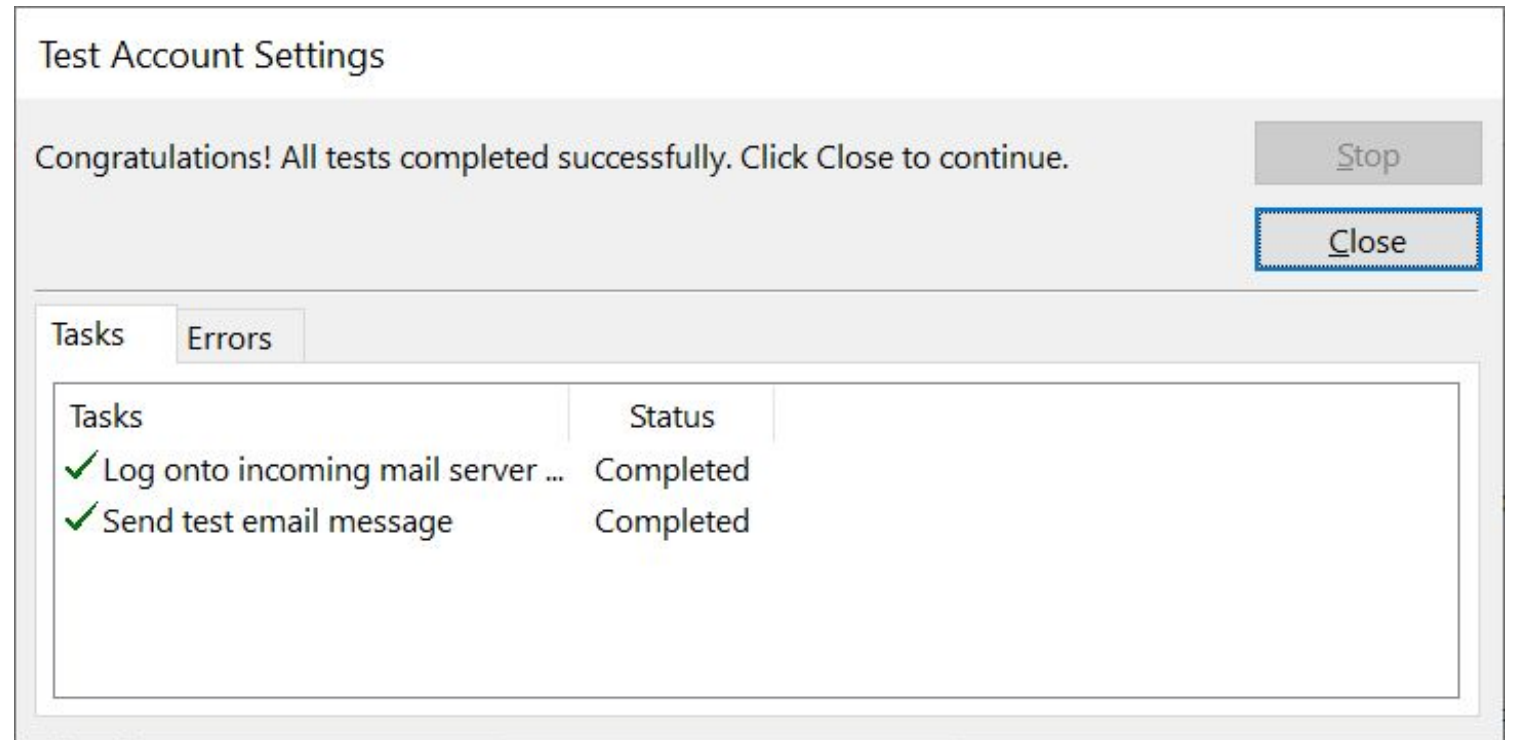


# 04 | FOR MAIN MASTER/CAPTAIN PC:

## 4B: POP3 MICROSOFT OUTLOOK CONFIGURATION.

### STEP 3:

Click on ***Test Account Settings*** and ***Next***, to check incoming/outgoing email.



# 05 | FOR CLIENT PC

## 5A: SETTING UP PROCEDURE FOR ADDITIONAL CLIENT PC LIKE GPMS

### STEP 1:

After installation of Canopus plus dashboard, the first login default is according to the user as created for additional client:

- Username: ***gpms***
- Password: ***password***

### NOTE:

***Captain PC and Client PC must be the same network.***

Canopus Mail Login

x



Client

CT-MZ  Captain PC Name (or)  
Captain PC IP address

Username

gpms

Password

\*\*\*\*\*|

Remember Password

Login

Cancel

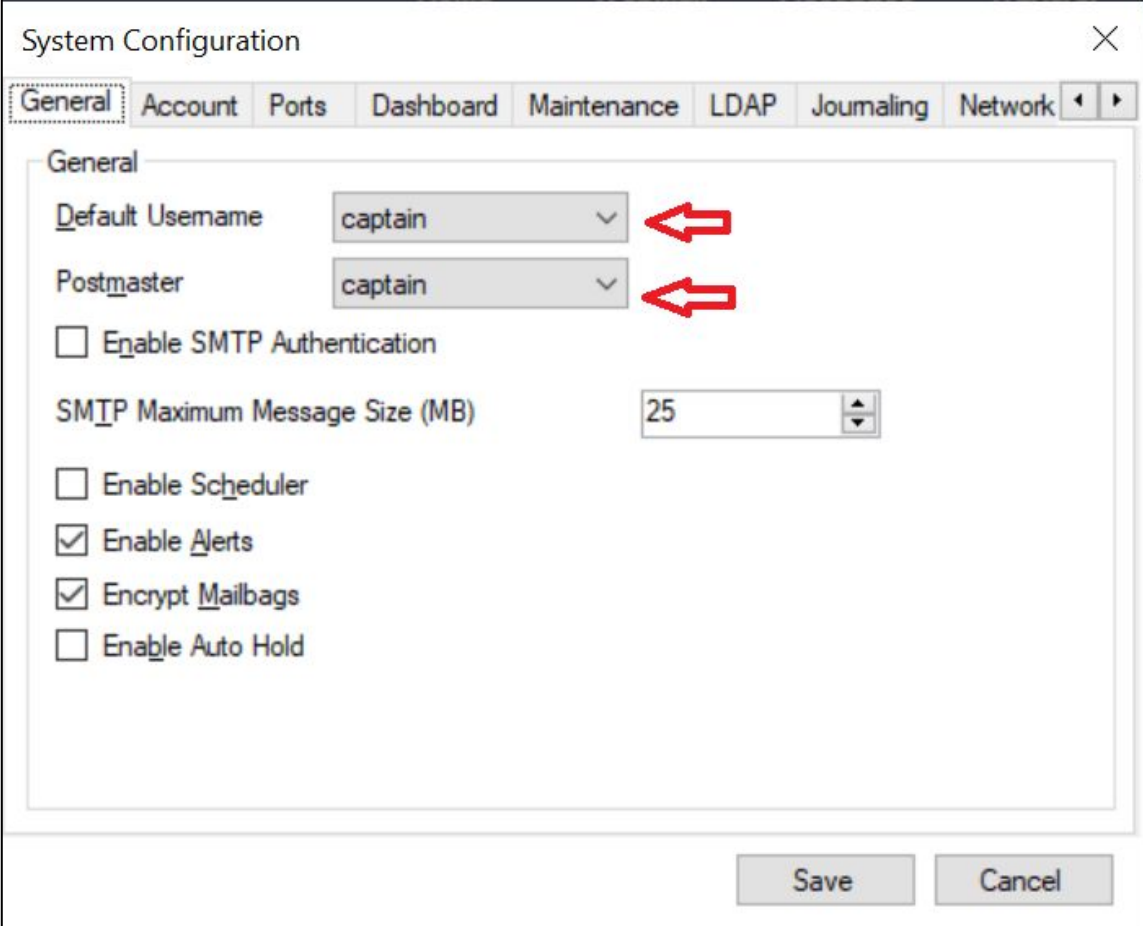
# 05 | FOR CLIENT PC

## 5A: SETTING UP PROCEDURE FOR ADDITIONAL CLIENT PC LIKE GPMS

STEP 2:

Then click on:

***Tools >> System Configuration >> General***



System Configuration

General Account Ports Dashboard Maintenance LDAP Journaling Network

General

Default Username: captain

Postmaster: captain

Enable SMTP Authentication

SMTP Maximum Message Size (MB): 25

Enable Scheduler

Enable Alerts

Encrypt Mailbags

Enable Auto Hold

Save Cancel

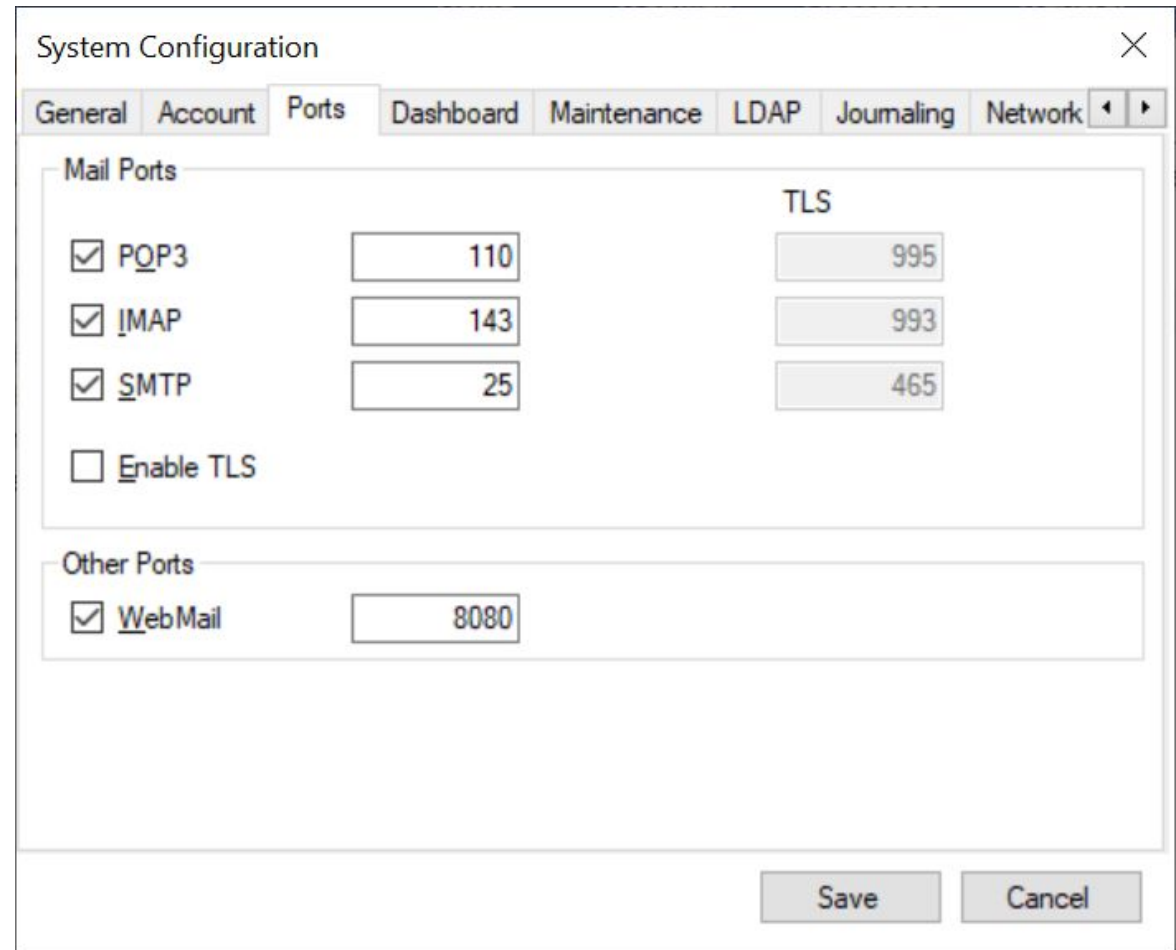
# 05 | FOR CLIENT PC

## 5A: SETTING UP PROCEDURE FOR ADDITIONAL CLIENT PC LIKE GPMS

### STEP 3:

Click **Ports** for POP3 configuration.

And click **Save**.



The screenshot shows a 'System Configuration' dialog box with a 'Ports' tab selected. The 'Mail Ports' section contains three checked items: POP3 (port 110), IMAP (port 143), and SMTP (port 25). There is also an unchecked 'Enable TLS' checkbox. The 'TLS' section shows three ports: 995, 993, and 465. The 'Other Ports' section contains one checked item: WebMail (port 8080). At the bottom right, there are 'Save' and 'Cancel' buttons.

| Protocol | Port | Enable TLS               |
|----------|------|--------------------------|
| POP3     | 110  | <input type="checkbox"/> |
| IMAP     | 143  | <input type="checkbox"/> |
| SMTP     | 25   | <input type="checkbox"/> |
| WebMail  | 8080 | <input type="checkbox"/> |

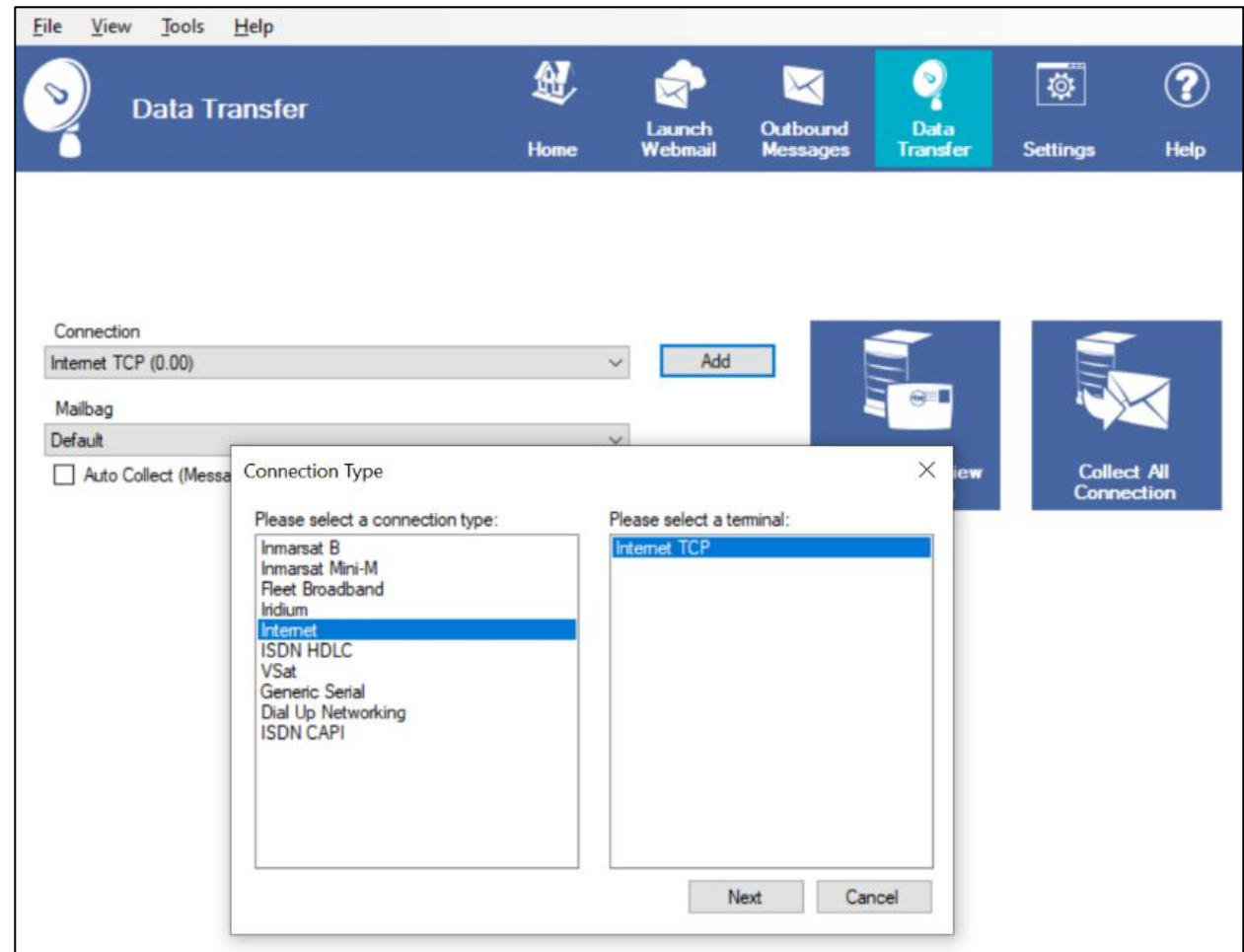
# 05 | FOR CLIENT PC

## 5A: SETTING UP PROCEDURE FOR ADDITIONAL CLIENT PC LIKE GPMS

STEP 4:

Setting on “Data Transfer”.

Click “**Add**”, *Connection Type*.



# 05 | FOR CLIENT PC

## 5A: SETTING UP PROCEDURE FOR ADDITIONAL CLIENT PC LIKE GPMS

STEP 5:

And transfer mail by clicking **Start**.

The screenshot displays the 'Data Transfer' application window. The interface includes a menu bar (File, View, Tools, Help) and a toolbar with 'Start', 'Stop', and 'Back' buttons. The main area is divided into a left sidebar and a central status panel. The sidebar lists mail folders: 'Outbound Mailbag' (containing GTSentinel, GTRRAFT, GTMail4Crew, System Messages, and Other Messages) and 'Inbound Mailbag' (containing GTSentinel, GTRRAFT, and GTMail4Crew). Below these are sections for 'Preparation', 'Connection', and 'Completion', each with a list of tasks and green checkmarks indicating successful completion. The central panel shows 'Connection: Internet TCP [Collect All]' and 'Status: Offline'. It displays progress bars for 'Sending: 0% Complete' and 'Receiving: 100% Complete'. A 'Show Log' button is located at the bottom of the central panel. The status bar at the bottom indicates 'Duration: 00:00:01 Remaining: Unknown Sending: 0 B of 0 B Receiving: 1 kB of 1 kB'. An 'Encore!' logo and an information icon are visible in the bottom right corner.

| Category         | Item            | Count |
|------------------|-----------------|-------|
| Outbound Mailbag | GTSentinel      | [0]   |
|                  | GTRRAFT         | [0]   |
|                  | GTMail4Crew     | [0]   |
|                  | System Messages | [0]   |
|                  | Other Messages  | [0]   |
| Inbound Mailbag  | GTSentinel      | [1]   |
|                  | GTRRAFT         | [0]   |
|                  | GTMail4Crew     | [0]   |

**Preparation**

- ✓ Optimising Messages
- ✓ Compressing Messages

**Connection**

- ✓ Opening
- ✓ Connecting
- ✓ Logging On
- ✓ Transferring
- ✓ Disconnecting
- ✓ Closing

**Completion**

- ✓ Queuing for Decompression
- ✓ Decompressing
- ✓ Delivering

**Connection: Internet TCP [Collect All]**  
**Status: Offline**

**Sending: 0% Complete**  
0 Characters per Second  
Number of Messages: 0  
Original Size of Messages: 0 B  
Compressed Mailbag Size: 0 B (0%)

**Receiving: 100% Complete**  
0 Characters per Second  
Number of Messages: 1  
Original Size of Messages: 3.9 kB  
Compressed Mailbag Size: 1.7 kB (43%)

Duration: 00:00:01 Remaining: Unknown Sending: 0 B of 0 B Receiving: 1 kB of 1 kB

# 05 | FOR CLIENT PC

## 5B: POP3 MICROSOFT OUTLOOK CONFIGURATION

### STEP 1:

Follow the CanopusPlus setting **View >> Setting >> User** on Client Canopus Dashboard.

Incoming/outgoing email server is Main CAPTAIN/Master IP address.

**Add Account**

**POP and IMAP Account Settings**  
Enter the mail server settings for your account.

**User Information**  
Your Name: GPMS  
Email Address: gpms.vesselname@companyna

**Server Information**  
Account Type: POP3  
Incoming mail server: 192.168.10.xxx  
Outgoing mail server (SMTP): 192.168.10.xxx

**Logon Information**  
User Name: gpms  
Password: \*\*\*\*\*  
 Remember password  
 Require logon using Secure Password Authentication

**Test Account Settings**  
We recommend that you test your account to ensure that the entries are correct.  
Test Account Settings ...  
 Automatically test account settings when Next is clicked

**Deliver new messages to:**  
 New Outlook Data File  
 Existing Outlook Data File  
Browse

More Settings ...

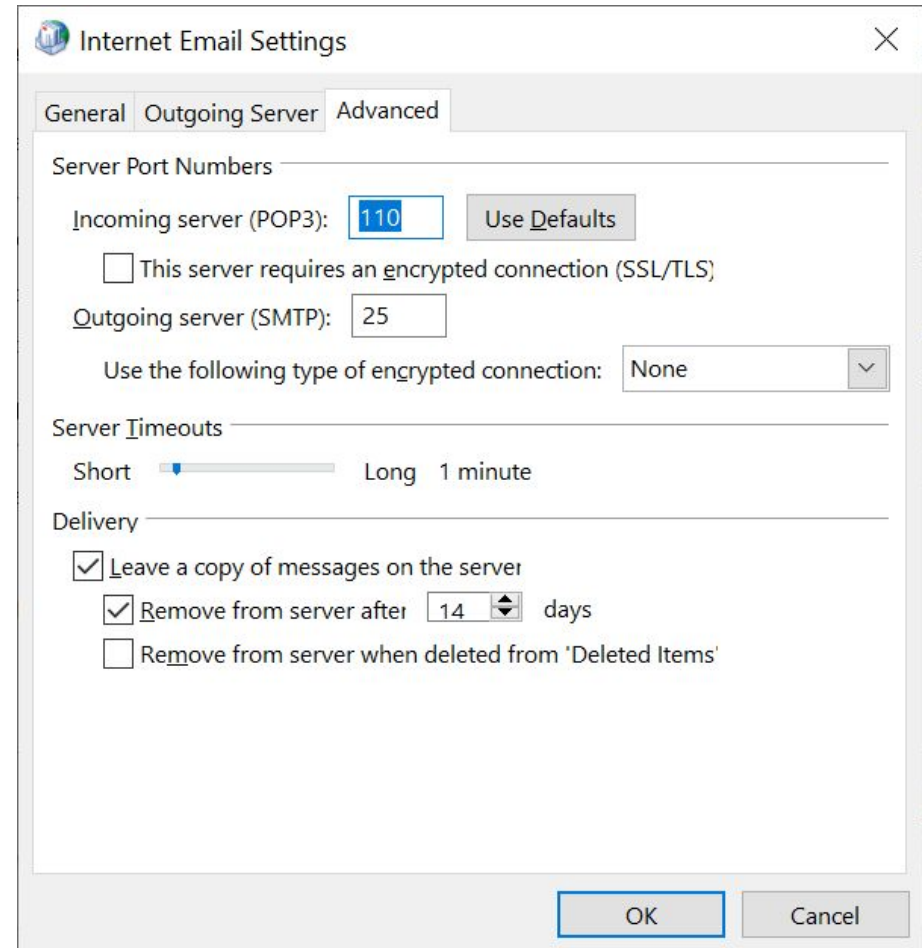
< Back Next > Cancel Help

# 05 | FOR CLIENT PC

## 5B: POP3 MICROSOFT OUTLOOK CONFIGURATION

### STEP 2:

Follow **Setting >> System Configuration >> Ports**



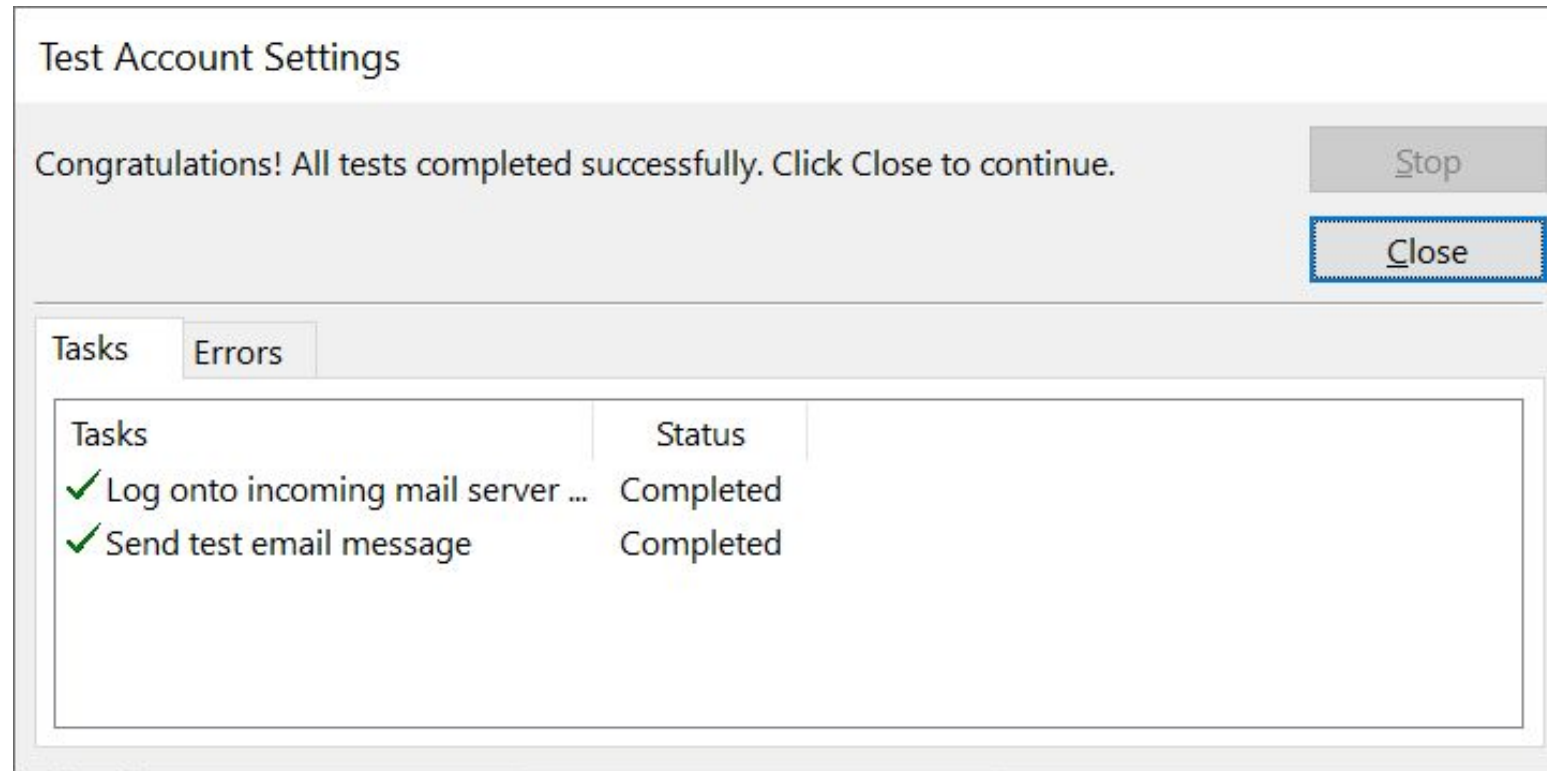


# 05 | FOR CLIENT PC

## 5B: POP3 MICROSOFT OUTLOOK CONFIGURATION

### STEP 3:

Click on ***Test Account Settings*** and ***Next***, to check incoming/outgoing email.



# **THANK YOU**

Do you have any questions?

[hello@the-canopus.com](mailto:hello@the-canopus.com)