

awaymail



getting started with awaymail

1. **Download and Install:** Find AwayMail on the App Store and install it on your iPhone.
2. **Set Up Your Account:** Open AwayMail and connect it to your existing email addresses following the on-screen instructions.

getting away

- **What is Away?** Away is a special mode that creates a barrier around your inbox, allowing you to focus or relax without distractions from incoming emails.
- **How to Activate Away Mode:**
 1. Tap the Away icon in your AwayMail app.
 2. Choose the duration for your Away period (e.g., weekend, vacation length).
 3. Set your criteria (specific contacts, keywords, etc.) for which emails can break through the barrier.

A screenshot of the 'Create Away' app interface. The screen shows a 'Create an Away Rule' form. At the top, there's a close button (X) and the title 'Create Away'. Below that, it says 'Create an Away Rule'. The main section is titled 'Duration' and has three options: 'Until tomorrow, 8AM' (selected), 'Until Monday, 8AM', and 'Custom'. Below the duration options, there are four rows for criteria: 'Away Title' (Away 1), 'Away Message' (Thanks for your mess...), 'Allow Contacts' (None), and 'Allow Keywords' (None). At the bottom, there's a 'Set Away' button. Red arrows point from the 'Until tomorrow, 8AM' option to the 'What is Away?' and 'How to Activate Away Mode?' sections, and from the 'Allow Contacts' and 'Allow Keywords' options to the 'How to Activate Away Mode?' section.

communicating your away status

- **Automatic Bounce-Back:** Senders whose emails don't meet your set criteria will receive an automatic bounce-back message. This message informs them of your Away status and the specified end time.
- **Urgent Message Breakthrough:** The bounce-back gives senders the option to mark their message as urgent, allowing it to break through the Away barrier if necessary.

why choose awaymail?

- **Distraction-Free:** Manage your inbox without the constant interruption of new emails.
- **Controlled Communication:** Stay reachable for urgent matters while filtering out less important emails.
- **Peace of Mind:** Enjoy your time away from work, knowing you won't miss anything critical.