

# Change Sync Settings - Windows Mail

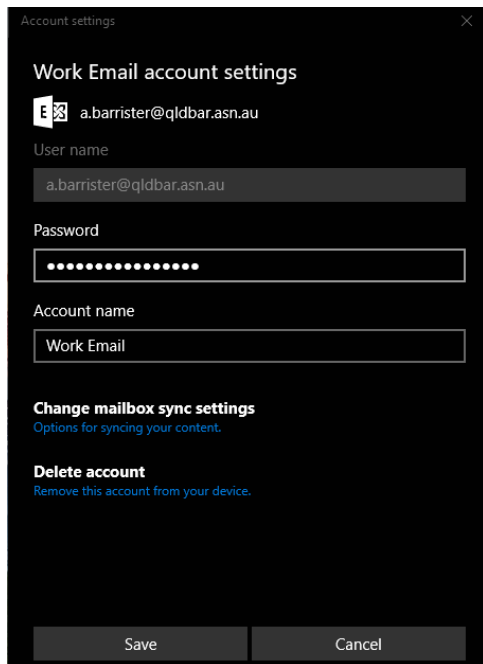
## Change Sync Speed

1. Open Windows Mail



3.


Click **Change mailbox sync settings**



The screenshot shows a dark-themed 'Account settings' dialog box. At the top, it says 'Work Email account settings' next to an email icon and the address 'a.barrister@qldbar.asn.au'. Below this are fields for 'User name' (containing the same email address), 'Password' (masked with dots), and 'Account name' (containing 'Work Email'). At the bottom, there are two links: 'Change mailbox sync settings' with the subtitle 'Options for syncing your content.' and 'Delete account' with the subtitle 'Remove this account from your device.' At the very bottom are 'Save' and 'Cancel' buttons.

Account settings

Work Email account settings

 a.barrister@qldbar.asn.au

User name

a.barrister@qldbar.asn.au

Password

.....

Account name

Work Email

**Change mailbox sync settings**  
Options for syncing your content.

**Delete account**  
Remove this account from your device.

Save Cancel

4.



**Work Email sync settings**

Download new content

as items arrive

☒ Always download full message and Internet images

Download email from

any time

Server

hex.barweb.com.au

5.

Click **Done**

## Change amount of email downloaded

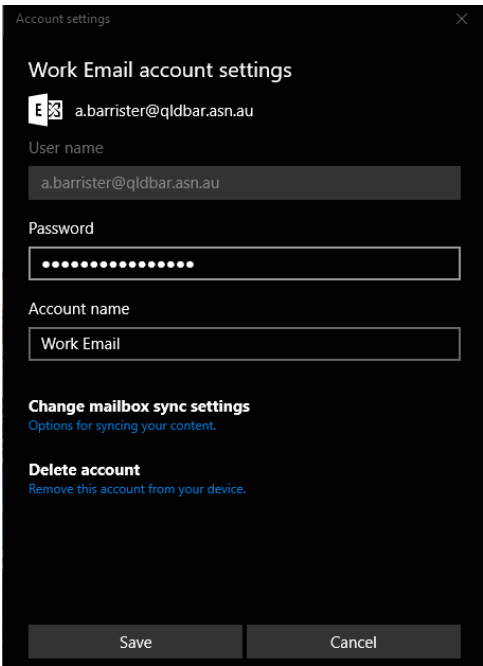
1. Open Windows Mail
- 2.

**Right click** on your account on the left side and select **Account Settings**

3.

Click

Change mailbox sync settings



4.

Change **Download email from** to "*any time*"

"

**Work Email sync settings**

Download new content

as items arrive

☒ Always download full message and Internet images

Download email from

any time

Server

hex.barweb.com.au

5.

Click **Done**

---

Revision #1

Created Wed, Aug 21, 2019 3:31 AM by [Zachary Cash](#)

Updated Wed, Aug 21, 2019 3:33 AM by [Zachary Cash](#)