

# Change Sync Settings - Windows Mail

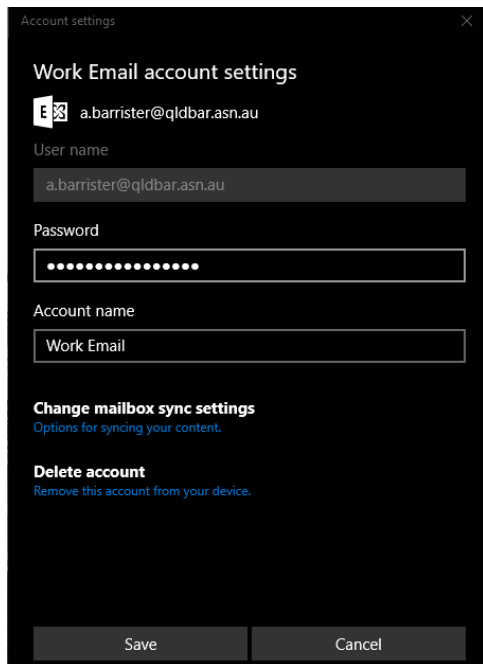
## Change Sync Speed

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'. Below this, there's an email icon and the address 'a.barrister@qldbar.asn.au'. The 'User name' field also contains 'a.barrister@qldbar.asn.au'. The 'Password' field is masked with dots. The 'Account name' field contains 'Work Email'. At the bottom, there are two buttons: 'Save' and 'Cancel'. Above these buttons, there are two links: 'Change mailbox sync settings' (in bold) and 'Delete account' (in bold), both with descriptive text below them.

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

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.

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**

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