

**Γνωσιακή βάση > Plesk > Email > I** forward my emails to an external email. How can I delete them from the webmail?

## I forward my emails to an external email. How can I delete them from the webmail?

- 2021-08-02 - Email

If you forward the emails to an external email account such as Gmail or Yahoo for example and you don't want them to be saved on your webmail, what you need to do is disable the mailbox through Plesk. In order to do that, follow the steps described below:

1. Log into <u>myTophost Panel</u> and click on **Plesk Login** in order to connect to the Plesk of the plan that you are interested in.

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ß	Account Data	Pack Id	Πακέτο	Υπηρεσίες	Κατάσταση	<u>Ημ/α λήξης</u>	Plesk Login		Διαχείριση
	Billing	128583	Linux Starter	G	Ενεργό	11/08/2017	Plesk Login	Ανανέωσ	η Διαχείριση
	Support	Domain N	lames						

2. In the MAIL tab, select the email account whose mailbox you want to disable.

Plesk Web Host Edition							
Search Q	Mail						
📀 Websites & Domains	Email Addresses     Mail Settings     Mailing Lists     Outgoing Mail Control						
🚖 Mail	Create and manage email accounts associated with your domains. For each email account, you can set up a maill						
Applications	addresses. You can also set up protection from spam and viruses, if these services are available for your account      Create Email Address   Refresh Usage Stats   Limit Outgoing Messages   Remove     2 items total   Email address   User						
Files							
🛢 Databases							
III Statistics	info@						
👤 Users	2 items total						
🖻 Account							

3. Uncheck the **Mailbox** box, click on **Apply** and on **OK**.

General Forwarding Ema	il Aliases Auto-Reply Spam Filter						
If this email account is associated changed to the new values as we	with an auxiliary user (Access to the Customer Panel is enabled), the changes you make on this page affect this II.						
Email address *	info						
✓ Access to the Customer Panel (username: info@eu)							
Password	P						
	This password will be used for accessing the mailbox and for logging in to Plesk if the address is associated with an auxiliary user.						
	Generate Show						
Confirm password	P						
✓ Mailbox	Default size (200 MB) Another size						
	The mailbox size cannot exceed the default size.						
The maximum number of	Default (300 messages per hour)						
outgoing email messages	Custom value for the mailbox   messages   Unlimited						
Description in Plesk							
	 The description is visible to everyone who has access to this email account.						
* Required fields	OK Apply Cancel						

NOTE: If you disable your mailbox, you will no longer have access to your webmail service and you will exclusively be able to use your email, through an external email supplier (Gmail, Yahoo, Outlook, etc).