**Standard PantherMail Navigation**

When you log into Standard PantherMail you see a full screen view similar to the one shown below. Refer to the following table when viewing Standard PantherMail.

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
</tr>
</thead>
</table>
| 1      | **Window Header.** Displays the following:  
  Search Bar  
  [Help](#) and [Log Out](#) are displayed on the right |
| 2      | **Overview Pane.** Displays the following:  
  User Name – the user name under which you logged in  
  Quota Display – your mailbox quota  
  Folders – including system folders (Inbox, Sent, Draft, Junk, Trash) and folders you created  
  Searches – search queries that you created and saved for future use while working in Advanced PantherMail  
  Tags – any tags you have created. Click on a tag to quickly see all messages that are tagged with that tag. |
| 3      | **Toolbar.** This bar displays at the top and again under the Content pane and displays the following:  
  Tools Tabs – click a tab to access the different PantherMail tools available for your account. In this example, Email is open.  
  Action Buttons – click an action button to perform a task available for the application you are currently using. The Move to and More Actions fields gives you menu choices available in the application. |
| 4      | **Content Pane.** The content of this area changes depending on what application is in use. In the Inbox view, it displays all messages or conversations in your Inbox. |