

How can I get more storage space

You wish to increase your storage space for your files and e-mails? This is done very easily.

Log in to your mailbox.org Office and go to the Settings page (the round icon with your initials at top right, then choose "settings"):

Select the first item, 'mailbox.org,' to open the mailbox.org user data section (This is usually preselected and not numbered in the picture).

The screenshot shows the mailbox.org interface. On the left is a navigation menu with 'mailbox.org' selected. The main content area is titled 'Contract and Fees' and shows account details: 'Your current balance: 0.00 € (including bonus: 0.00 €)', 'Your current package: 5 GB / 100 MB (MAILXL)', and 'Paid till: 2019-05-21'. Below this, there are two sliders for 'Mail storage' (set to 5 GB) and 'Cloud storage' (set to 100 MB), both marked with a '4'. A 'Save' button is circled with a '5'. A 'Settings' dropdown menu is open at the top right, with 'Settings' selected and marked with a '1'. The page also includes a 'List of all team members' table with two entries, each showing '5 GB / 100 MB (MAILXL)'. The page is annotated with numbers 1 through 5 in green circles pointing to these specific elements.

Under 'Contract and Fees', you can quickly and easily select another package. You can switch to a different package at any time. When you switch to a less expensive package, the fee difference will be credited to your balance.

Just move the sliders (4) to the desired storage capacities. The upper one sets the mail storage, the lower one is for the cloud storage capacity. Click on "Save", when done.

It might be necessary to log out and in again.

After you have selected a new package, the old package is billed instantly and the remainder of the fee is credited to your balance. For example, if you paid €1 and used the MAIL package for just two weeks, you will be charged €0.50 and receive the remainder as credit.

To see how much storage space is left, have a look at the widget "Quota".

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