

Email Disk Usage

(cPanel >> Home >> Email >> Email Disk Usage)

Overview

This interface allows you to view all of your mailboxes and remove old or large messages.

Account

Select the account to modify from the *Account* menu.



Note:

The *Account* menu **only** appears for cPanel accounts. It will **not** appear in Webmail accounts.

Search

Use the *Search* text box to search for specific mailbox names.

The mailboxes table

The mailbox table contains a list of mailboxes. You can sort this information by the name, number of messages, or disk usage.

- *Mailbox Name* — The name of the mailbox.
- *# of Messages* — The number of messages for the address or in the mailbox folder.
- *Disk Usage* — The disk usage for each address or mailbox, in bytes, Kilobytes (KB), Megabytes (MB), or Gigabytes (GB).
- *Actions* — The actions available for the mailbox.

Remove messages

To remove messages, perform the following steps:

1. Click *Manage*.
2. Select a removal option from the menu.



Note:

Select *custom query ...* to customize your removal option. For more information, read Dovecot's [Search Query Format](#) documentation.

3. Click *Delete Permanently*.

In This Document

Related Documentation

- [FTP Accounts](#)
- [Track Delivery](#)
- [Address Importer](#)
- [Global Email Filters](#)
- [Forwarders](#)

For Hosting Providers

- [How to Configure the Apache SpamAssassin Report_Safe Option](#)
- [How to Clear a Full Partition](#)
- [Tweak Settings - Notifications](#)
- [The Quota File Systems Configuration File](#)
- [System Administrators FAQ](#)