

How to set up an out of office reply in iCloud Mail

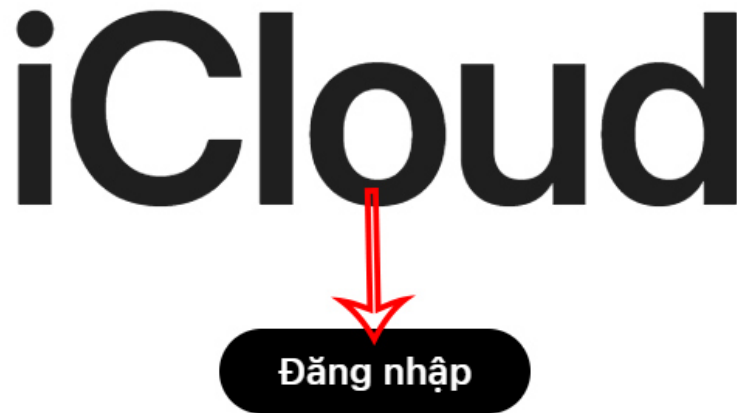
If you use an iCloud email address, you can set up an automatic reply through the ?iCloud? website, so email senders know when you're gone and when you'll be back.

The Mail app for macOS doesn't offer automatic or out-of-office replies for email accounts. However, if you use an iCloud email address, you can set up an automatic reply through the ?iCloud? website. That way, email senders will know when you're gone and when you'll be back. Here's how to set up an out-of-office reply in iCloud Mail.

How to create an out of office reply email in iCloud Mail

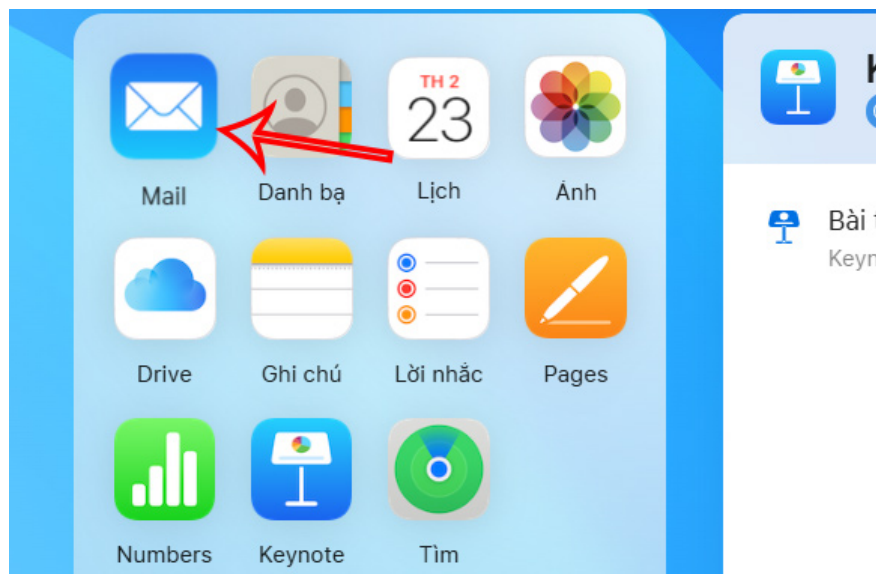
Step 1:

You go to icloud.com and log in with your Apple ID account.



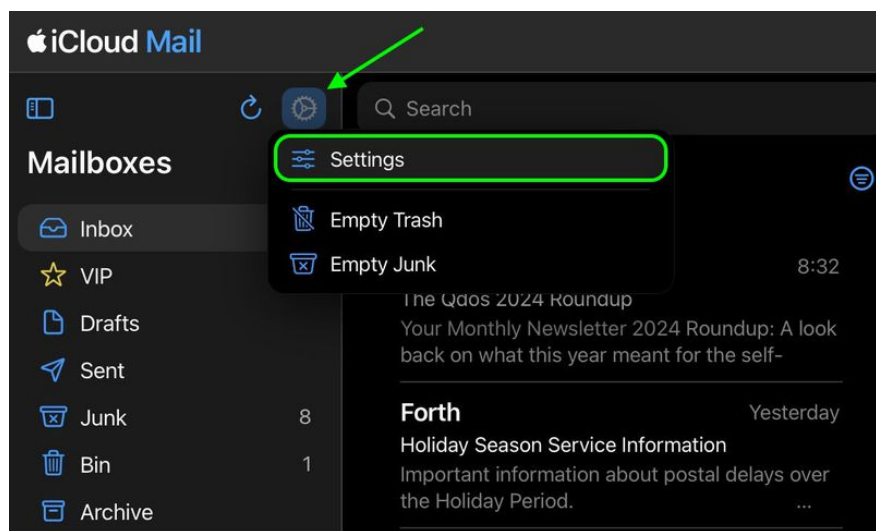
Step 2:

Switch to the new interface, users **click on the Mail application** to adjust.



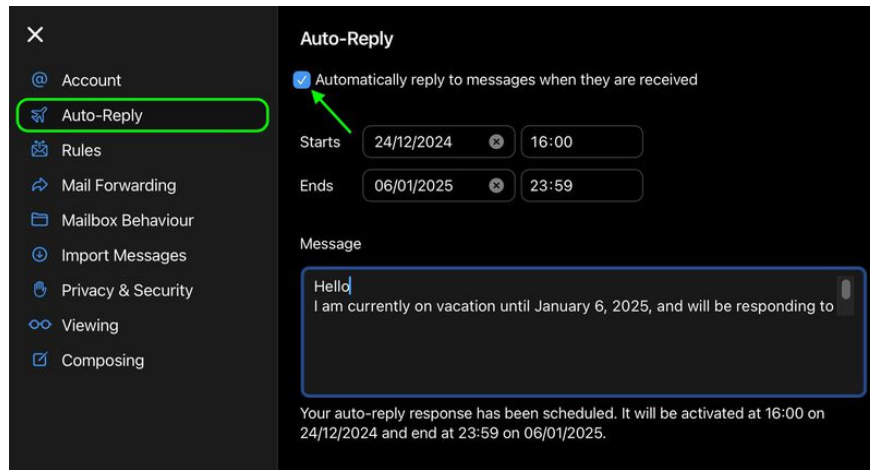
Step 3:

In the iCloud Mail app interface, click **the gear icon** at the top of the column next to Mailbox, then click **Settings** to adjust.



Now you **click on Auto-Reply** to adjust the automatic reply mode for iCloud Mail. Next, you look at the content next to it and **select Automatically reply to messages when they are received** to set up out of office replies on iCloud Mail. We choose the time to use the out of office reply email according to the time frame.

You enter the absent reply content in the box below to save.



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