

Feature	Description	O	S	P	
WEB COLLABORATION AND PRODUCTIVITY					
General Web Interface					
AJAX-based end user interface	Rich, interactive, web-based interface for end user functions (access via HTTP or HTTPS)	x	x	x	
Automatic web client updates	The web interface automatically updates to display new messages and other updates	x	x	x	
Online end user help	Online end user help accessible directly from the end user interface	x	x	x	
Themes	Ability to customize the colors and appearance of the web interface	x	x	x	New
Rebranding	Ability to use custom logos in the web interface		x	x	New
Cross-Application Features					
Drag/Drop with drag context	Ability to drag/drop items, with dynamic indicators of the number of items being dragged and valid drop zones	x	x	x	
Auto-complete addresses	Addresses auto-complete as they are being typed, including a dynamically updated selection dialog when multiple addresses match	x	x	x	
Tags	Ability to quickly categorize messages, contacts, and/or documents by attaching "Tags" with user-defined names and colors	x	x	x	
HTML formatting	Ability to render and create messages, appointments, and web documents in HTML format	x	x	x	
Spell check	Option to check and correct spelling in a mail message, calendar appointment, or web Document	x	x	x	
Share with Internal Users and Groups	Ability to share Address Books, Calendars, and Wikis (Documents) with internal users and groups (read or write access)	x	x	x	New
Share with External Users	Ability to share Address Books, Calendars, and Wikis (Documents) with external users via a custom password (read access)	x	x	x	New
Share with Public	Ability to share Address Books, Calendars, and Wikis (Documents) with the public (read access)	x	x	x	New
Zimbra Assistant	Mini dialog for quick actions (e.g. send message, create appointment) without changing the underlying application context	x	x	x	New
Multi-source address picker	Ability to choose from users in personal Address Books, shared Address Books, or the Global Address List	x	x	x	New
Keyboard navigation/commands	Ability to navigate through messages and perform other mailbox functions using the keyboard	x	x	x	New
"View as HTML" option for attachments	Option to quickly view attachments in HTML format		x ¹	x ¹	
Mail					
Conversations	Automatic grouping of messages in a message thread, enabling efficient message organization	x	x	x	
Conversations span folders	Conversations are formed independently of folders, meaning that messages in different folders can be part of the same conversation	x	x	x	
Conversation rehash	If a new message is contributed to a conversation, that conversation is marked as unread and moved to the top of the Inbox	x	x	x	
Conversation-level actions	Ability to perform actions on an entire conversation such as move, Tag, flag, drag/drop, etc.	x	x	x	
Preview pane	Ability to view a highlighted message in a preview pane	x	x	x	
Personal folders and hierarchies	Ability to create personal folders and folder hierarchies	x	x	x	
Publish RSS/ATOM feeds	Ability to generate RSS or ATOM feeds based on the contents of the Inbox or other mail folders	x	x	x	
Subscribe to RSS/ATOM feeds	Ability to subscribe to RSS/ATOM feeds	x	x	x	
Message print and print preview	Ability to print a message and see a print preview	x	x	x	
Message sort	Ability to sort messages based on subject, date, or sender	x	x	x	
Flags	Ability to flag/unflag messages/conversations for follow up	x	x	x	
Filters	Ability to define filter rules and priorities for incoming messages	x	x	x	
Away messages	Ability to enable/disable a custom away message	x	x	x	
Signatures	Ability to add a custom signature to a message	x	x	x	
Compose in new window	Option to popup a separate window when composing a new message	x	x	x	
Drafts	Ability to save in-progress messages to a Drafts folder	x	x	x	
User-controlled forwarding	Ability for a user to set an automatic forwarding address and choose whether to leave a copy in the primary mailbox	x	x	x	
Reply with attachments option	Option to Reply or Reply-All while retaining the attachments from the original message	x	x	x	
Right-click message context menu	Right-clicking a message displays a menu of actions to take on that message (e.g. Mark Read, Reply, Delete)	x	x	x	
Right-click email address context menu	Right-clicking an email address displays a menu of actions to take on that address (e.g. view website, add/edit contact, create filter, search for messages)	x	x	x	
Hover over attached image shows preview	Hovering over an image attachment in a message displays a thumbnail preview of the image	x	x	x	
Create calendar appointment from message	Ability to drag a message to a mini-calendar date to create an appointment based on the message	x	x	x	
Quota indicator	Visual indicator of quota and amount of quota consumed	x	x	x	
Export messages as ZIP file	Ability to export a set of messages as a ZIP file	x	x	x	
Reply/Reply-All Toggle	Ability to toggle between Reply and Reply-All while composing a reply	x	x	x	New

Feature	Description	O	S	P	
Address Book					
Contact Card View	Business card view of Contacts	x	x	x	
Contact List View with Preview Pane	List view of Contacts with preview pane	x	x	x	
Import/export contacts in CSV format	Ability to import/export Contacts in .csv format	x	x	x	
Import/export vCards	Ability to import/export contacts in vCard (.vcf) format	x	x	x	
Contact print and print preview	Ability to print a single Contact or list of Contacts and see a print preview	x	x	x	
Right-click Contact context menu	Right-clicking a Contact displays a menu of actions to take on the Contact (e.g. compose message, search for messages)	x	x	x	
Drag/drop Contact to mini-cal date to create appointment	Ability to drag a Contact to a mini-calendar date to create an appointment with that Contact	x	x	x	
Multiple Address Books per mailbox	Ability to create multiple Address Books in a single mailbox	x	x	x	New
Move/copy contacts across Address Books	Ability to move/copy contacts from one Address Book to another (based on access privileges)	x	x	x	New
Calendar					
Personal scheduling	Ability to schedule personal appointments	x	x	x	
Group scheduling	Ability to schedule meetings and view attendees' free/busy information	x	x	x	
Recurrences and recurrence exceptions	Ability to create recurring meetings and exceptions to recurring meetings	x	x	x	
Resource scheduling	Ability to book resources (locations, equipment, etc.) for a meeting	x	x	x	
Resource search by attributes	Ability to search for available resources by attributes such as site, building, floor, and capacity	x	x	x	
Resource auto-respond	Ability to configure a resource to auto-respond to scheduling requests based on availability	x	x	x	
Calendar alerts	Option to enable an alert popup for upcoming appointments	x	x	x	
Time zone adjustment	Appointments/schedules are automatically displayed in the users current time zone	x	x	x	
Per-appointment time zone setting	Ability to set an explicit time zone for an appointment	x	x	x	
Day, Week, Work Week, Month views	Ability to view calendars in Day, Week, Work Week, or Month views	x	x	x	
Customizable first day of week	User setting for the first day of the week; value chosen impacts the Week calendar view	x	x	x	
Create/drag appointment inline in calendar views	Ability to create an appointment and/or drag an appointment's boundaries inline in calendar views	x	x	x	
Quick Accept/Tentative/Decline from calendar views	Ability to quickly mark Accept/Tentative/Decline from calendar views	x	x	x	
Faded display of declined appointments	Declined appointments display faded so that the user remains aware of their occurrence	x	x	x	
Calendar print and print preview	Ability to print calendars in day, week, work week, or month views and see a print preview	x	x	x	
Hover over appointment shows details	Hovering over an appointment in calendar view displays additional appointment details	x	x	x	
Mini-cal	Option to display a miniature calendar at all times	x	x	x	
Hover over date in mini-cal shows schedule	Hovering over a date in the mini-cal displays calendar information for that date	x	x	x	
Right-click mini-cal context menu	Right-clicking on the mini-cal displays a menu of actions to take on the associated date (e.g. add appointment, search for messages)	x	x	x	
Multiple calendars per mailbox	Ability for a user to create multiple calendars within a single account	x	x	x	
Free/busy inclusion by calendar	Ability for a user to designate which calendars will be included in the user's free/busy calculations	x	x	x	
Subscribe to external calendars	Ability to subscribe to an external calendar in iCalendar (.ics) format	x	x	x	
Publish calendar in iCalendar format	Ability to publish/export a calendar in iCalendar (.ics) format	x	x	x	
Multi-calendar overlay views	Ability for a user to view multiple calendars overlaid in the same view, which each calendar optionally represented by a different color	x	x	x	
Schedule "thermometer"	When viewing multiple calendars, option to view a "thermometer" that indicates the degree of conflict at each potential time slot	x	x	x	
Documents					
Rich web Document authoring	Ability to create rich web Documents with WYSIWYG or HTML editing	x	x	x	New
Wikis	Ability to create a Wiki as a Document repository and as a mechanism for navigating through Documents	x	x	x	New
Multiple Wikis per mailbox	Ability to create multiple Wikis in a single mailbox	x	x	x	New
Domain-level Wiki option	Ability to create a Wiki that is shared by everyone within a domain	x	x	x	New
WikiWords	"WikiWords" in web Documents automatically create links to other web Documents referenced by the WikiWords	x	x	x	New
Links	Ability to insert links in Documents to other Documents or to external URLs	x	x	x	New
Attachments as Documents	Ability to upload Attachments as Documents	x	x	x	New
Ajax Linking & Embedding (ALE)	Ability to embed rich content objects as independently editable items inside a web Document	x	x	x	New
Inline images	Ability to embed an image as an ALE object inside a web Document	x	x	x	New

Zimbra™ Collaboration Suite 4.0 Feature List

O = Open Source Edition
 S = Network Standard Edition
 P = Network Professional Edition

Feature	Description	O	S	P	
Inline spreadsheets	Ability to embed a spreadsheet as an ALE object inside a web Document	x	x	x	New
Templates	Ability to use templates for web Documents (headers, footers, etc.)	x	x	x	New
Document print and print preview	Ability to print a Document and see a print preview	x	x	x	New
Zimlets™					
Zimlets infrastructure	Ability to dynamically interact with internet/intranet applications and data sources during a ZCS session	x	x	x	
Custom Zimlets design framework	Design framework for building custom Zimlets	x	x	x	
Content recognition and Zimlet trigger	Ability to recognize content patterns (e.g. dates, phone numbers) in mailbox items and to trigger a Zimlet(s) based on that content	x	x	x	
Zimlet hover-over displays	Dynamic displays that appear when hovering over recognized content patterns, including displays of external images/data	x	x	x	
Zimlet hover-over action menus	Dynamic action menus that appear when right-clicking recognized content patterns	x	x	x	
Panel Zimlets	Zimlets that display in a separate UI panel, enabling interaction via double-click and/or drag/drop	x	x	x	
Date Zimlet	Hovering over a date term (e.g. December 12, tomorrow, last Friday) displays the user's calendar schedule for that date	x	x	x	
Email Address Zimlet	Hovering over an email address displays additional information about that person (from data in the corresponding Contacts record)	x	x	x	
Phone Zimlet	Right-clicking a phone number enables placing a VOIP call to that number (requires external VOIP client)	x	x	x	
URL Zimlet	Hovering over a URL displays a thumbnail image of the URL	x	x	x	
Zimlets Directory	Directory of additional optional Zimlets that demonstrate examples of using the Zimlets infrastructure	x	x	x	New
Search					
Server-side indexing	Server-side indexing of mailbox content, enabling fast and efficient search from the web interface	x	x	x	
Multi-condition search	Ability for a search to include any number of conditions combined via Boolean-like expressions (AND, OR, NOT, etc.)	x	x	x	
Text-based search queries	Ability to use text commands to execute searches	x	x	x	
Search Builder	Advanced "Search Builder" interface for building searches	x	x	x	
Cross-context search	Ability to search for a specific item type (Mail, Contacts, Documents, etc.) or across item types	x	x	x	
Wildcard searches	Ability to search using a prefix plus a wildcard	x	x	x	
Continuous search	When using Search Builder, the search result set updates continuously as search conditions are changed	x	x	x	
Saved Searches	Ability to save searches for subsequent one-click re-execution	x	x	x	
Search by keywords	Ability to search for items that contain specific keywords	x	x	x	
Search by date or date range	Ability to search for items with a specific date or within a specific date range	x	x	x	
Search by relative date/time	Ability to search for items with specific relative date/time characteristics (e.g. "today", "yesterday", "last 4 hours")	x	x	x	
Search by existence of an attachment	Ability to search for items that contain an attachment	x	x	x	
Search by existence of an attachment type	Ability to search for items that contain an attachment of a certain type(s)	x	x	x	
Search by flagged/unflagged status	Ability to search for items that have a specific flagged/unflagged status	x	x	x	
Search by folder	Ability to search for items that are in a specific folder	x	x	x	
Search by size	Ability to search for items based on storage size	x	x	x	
Search by read/unread status	Ability to search for items based on read/unread status	x	x	x	
Search by recipients	Ability to search for items with specific recipients in the To/Cc fields	x	x	x	
Search by sender	Ability to search for items from a specific sender	x	x	x	
Search by subject	Ability to search for items based on subject	x	x	x	
Search by Tag	Ability to search for items that include a specific Tag(s)	x	x	x	
Search by Zimlet content pattern	Ability to search for items that contain specific Zimlet content patterns (phone numbers, etc.)	x	x	x	
Search by To/From domain	Ability to search for items that were sent to or received from a specific domain	x	x	x	
Shared Contacts search	Ability to search for Contacts in a Shared Address Book	x	x	x	New
Attachment contents search	Ability to search for content inside attachments		x ¹	x ¹	
MOBILITY					
Zimbra Mobile					
Zimbra Mobile framework	Framework for two-way synchronization of mail, contacts, and calendar data between mobile devices and the Zimbra server			x	New
Native device sync	Synchronization with software natively provided by the device manufacturer (see System Requirements for supported devices)			x	New
Blackberry sync	Synchronization with Blackberry devices via certified partner solutions (contact sales@zimbra.com for details)			x	New

Feature	Description	O	S	P	
ADMINISTRATION & MANAGEMENT					
Administration					
Consolidated installer script	Automated script that installs all application components necessary for the Zimbra Collaboration Suite (ZCS)	x	x	x	
AJAX-based administrator interface	Rich, interactive, web-based interface for administrator functions (access via HTTPS)	x	x	x	
Online administrator help	Online administrator help accessible directly from the administrator interface	x	x	x	
Comprehensive command-line tools	Comprehensive set of command line tools for fast, scriptable administration	x	x	x	
Class of Service	Ability to segment users into distinct Classes of Service (COS), allowing each COS to have its own features and settings	x	x	x	
Multi-server administration	For multi-server deployments, ability to administer each server from a single administrator interface	x	x	x	
Admin-controlled forwarding	Ability for an administrator to set an automatic forwarding address and choose whether to leave a copy in the primary mailbox	x	x	x	
Aliases	Ability to create aliases for email addresses or full domains	x	x	x	
Distribution lists	Ability to create/manage distribution lists	x	x	x	
Lock account	Ability to lock an account(s)	x	x	x	
Configurable timeouts	Ability to control the maximum length of an authenticated session or idle period	x	x	x	
Password restrictions	Ability to enforce password restrictions such as password length, maximum password age, and preventing use of old passwords	x	x	x	
Message tracing	Ability to trace the workflow of a message for troubleshooting purposes	x	x	x	
Queue management	Ability to view and manage message queues from the administrator interface	x	x	x	
Nightly summary report	Automatic nightly report including top senders/receivers, average bytes/message, average delay/message, and errors	x	x	x	
Single sign-on from external application	Ability to utilize login credentials from an external application to automatically sign-on a user to the ZCS	x	x	x	
"Member Of" user/DL view	Single view to manage all the distribution lists for which a user is a direct or indirect member	x	x	x	New
Virtual Hosting	Ability to automatically map a login URL to a specific mail domain	x	x	x	New
Online full backup	Ability to do a full backup without requiring system down time		x	x	
Online incremental backup	Ability to do an incremental backup (changes since the last full or incremental backup) without requiring system down time		x	x	
Online mailbox-level restore	Ability to restore a mailbox(es) such that any mailbox not actively being restored remains online and accessible		x	x	
Domain-Level Management					
Multi-domain administration	Ability to create and manage multiple mail domains within a single ZCS instance	x	x	x	
Per-domain GAL	Ability to use different Global Address Lists for each domain	x	x	x	
Per-domain authentication	Ability to use different authentication stores for each domain	x	x	x	
Domain Administrators	Ability to delegated domain-level administrators to manage users and other settings specific to a domain		x	x	
Domain-level branding	Ability to create domain-specific custom branding of the web interface		x	x	New
Storage					
Single-copy message storage	Messages (including attachments) sent to multiple users are stored once to optimize storage space	x	x	x	
Quotas	Ability to set quotas for mailbox size and number of Contacts	x	x	x	
Mailbox Quota view	View of mailboxes sortable by quota, total mailbox size, or % quota consumed	x	x	x	
Message retention policies	Ability to define retention policies for all messages, trashed messages, and/or junk messages	x	x	x	
Online mailbox move	Ability to move a mailbox(es) from one server to another without requiring system downtime or affecting other mailboxes		x	x	
Hierarchical storage management	Ability to run a regularly scheduled process that moves older messages to a secondary storage volume		x	x	
System Health & Security					
Native anti-spam	The ZCS natively includes Spam Assassin and the DSPAM filter for spam protection (can be turned on/off)	x	x	x	
Configurable spam sensitivity	Administrator interface setting to specify spam quarantine and kill thresholds	x	x	x	
Automated spam training	Messages that users mark as Junk / Not Junk are automatically fed into the spam training engine	x	x	x	
Native anti-virus	The ZCS natively includes Clam AntiVirus for virus protection (can be turned on/off)	x	x	x	
Configurable virus signature update frequency	Administrator interface setting to define the update frequency for virus signatures	x	x	x	
SMTP authentication	Ability to enforce client authentication to the SMTP server before relaying mail (with option to require authentication over TLS)	x	x	x	
System dashboards	Graphical display of system activity including disk usage, message volume, and AS/AV results	x	x	x	
Service monitoring/status view	Ability to monitor the status of all core system servers/services in a single view	x	x	x	
Attachment blocking	Ability to block attachments based on criteria such as attachment type or size	x	x	x	

Feature	Description	O	S	P	
Attachment conversion to HTML	Ability to enforce that attachments be viewed as HTML, enabling risk-free attachment viewing without requiring attachment-native applications on the viewer's machine		x ¹	x ¹	
Clustering/High-Availability	Native integration with Red Hat Cluster Suite, enabling N+M active/passive clustering across ZCS servers		x ²	x ²	
COMPATIBILITY & INTEROPERABILITY					
Zimbra Connector for Outlook (ZCO)					
MAPI-based connector	MAPI-based synchronization of mail, contacts, and calendar data between Outlook and the Zimbra server			x	
MSI installer	The ZCO is packaged as a Windows-standard .MSI installer, enabling standard Windows Installer management and utilities			x	
Automatic profile creation	An Outlook/Zimbra profile is automatically created as part of the ZCO installation process, with optionally pre-configured server/port			x	
Offline access	ZCO users utilize a local, synchronized Outlook data store, enabling full offline Outlook use			x	
Auto-detect connection status	Online/offline status is automatically detected, enabling the user to work without having to specify their connection status			x	
Cached mode operation	Synchronization operations are cached and synchronized as an asynchronous process, enabling optimal Outlook performance			x	
Tags/Categories sync	Tags are automatically and bidirectionally synced between Outlook and the Zimbra server (Zimbra tags = Outlook categories)			x	
Global Address List sync	Global Address Lists are automatically synced between Outlook and the Zimbra server			x	
Free/Busy access	Ability for an Outlook user to view other users' Free/Busy information			x	
Local archiving	Outlook users can create one or more local archive stores to manage server-side quota restrictions			x	
Secure connectivity over HTTPS	Option for secure connectivity over HTTPS, encrypting all traffic between the Outlook user's machine and the Zimbra server			x	
Delegated access	Ability to share mail, contacts, or calendar folders with Outlook			x	<i>New</i>
Sync progress window	Each synchronization process displays a progress window indicating the progress of the sync and the amount of data transferred			x	<i>New</i>
Additional Compatibility					
Exchange Migration Wizard	Graphical tool that facilitates migration of accounts and mail/calendar/contacts/categories data from Exchange to the ZCS server	x	x	x	
Import Wizard for Outlook	Graphical tool that facilitates migration of an Outlook PST to the ZCS server	x	x	x	
IMAP	Ability to access the ZCS server via IMAP clients, with the option to connect over SSL/TLS	x	x	x	
POP	Ability to access the ZCS server via POP clients, with the option to connect via SSL/TLS	x	x	x	
SOAP/REST APIs	Comprehensive suite of standards-based web services APIs enabling seamless integration with other applications	x	x	x	
Active Directory integration	Ability to utilize Active Directory for user authentication and/or Global Address List	x	x	x	
External LDAP directory integration	Ability to utilize an external LDAP directory for user authentication and/or Global Address List	x	x	x	
Notes:					
1. Items marked with x ¹ are not available in the Mac OS X version of the Zimbra Collaboration Suite					
2. Items marked with x ² are not available in the Mac OS X or SUSE versions of the Zimbra Collaboration Suite					