

STEP 3. Select E-MAIL ACCOUNT and fill out information—click NEXT

New Account	and the second second	
Auto Account Setup Click Next to conne	ect to the mail server and automatically configure your account settings.	Ť
•		
E-mail Account		
Your Name:		
	Example: Ellen Adams	
E-mail Address:		
	Example: ellen@contoso.com	
Password:		
Retype Password:		
	Type the password your Internet service provider has given you.	
Text Messaging (	5MS)	
Manually configur	e server settings or additional server types	1
		<b>▼</b>

STEP 4. Select "Manually configure server settings or additional server types" and click **Next** 

Auto Account Setu Connect to other	p server types.	×
© E-mail Account		
Your Name:	Joe Blow Example: Ellen Adams	
E-mail Address:	joeblow@yourdomain.com	
Password:	*****	
Recype Password:	Type the password your Internet service provider has given you.	
Text Messaging	(SMS)	
Manually configure	re server settings or additional server types	
	< Back Next	t > Cancel

## STEP 5 — Choose Internet E-Mail—click next

Add New Account	X
Choose Service	米
	43
Internet E-mail	
Connect to POP or IMAP server to send and receive t-mail messages.	
Microsoft Exchange or compatible service	
Connect and access e-mail messages, calendar, contacts, vaxes and voice mail messages.	
Text Messaging (SMS)     Connect to a mobile messaging service.	
<u> </u>	
< Back Next >	Cancel

#### STEP 6

Each of these settings ar	re required to get your e-mail acco	unt working.
User Information		Test Account Settings
Your Name:	John Doe	After filling out the information on this screen, we recommend you test your account by clicking the button
E-mail Address:	johndoe@yourdomain.com	below. (Requires network connection)
Server Information		Test Association and the second
Account Type:	POP3	Test Account Setungs
Incoming mail server:	mail.wundersolutions.com	Test Account Settings by clicking the Next button Deliver new messages to:
Outgoing mail server (SMTP):	mail.wundersolutions.com	
Logon Information		New Outlook Data File Existing Outlook Data File
User Name:	johndoe@yourdomain.com	Browse
Password:	*******	
V F	Remember password	
Require logon using Secure	Password Authentication (SPA)	More Settings

#### STEP 7.

Verify these tabs are correct.

	Internet E-mail Settings	
$\langle$	General Outgoing Server Connection Advanced	
	Mail Account Type the name by which you want to refer to this account. For example: "Work" or "Microsoft Mail Server"	
	johndoe@yourdomain.com	
	Other User Information	
	Organization: Reply E-mail:	
		Click on the Outgoing Server tab,
		Check the box labeled <b>My outgoing</b> server (SMTP) requires authentication. Then choose to Use same settings as my incoming mail server
	OK Cancel	

General	Outgoing Ser	ver Connection Advanced
My o	utgoing server	(SMTP) requires authentication
0 U	lse same setting	gs as my incoming mail server
⊚ L	og on using	
L	Jser Name; 📗	
F	Password:	
	4	Remember password
I	Require Sea	ure Password Authentication (SPA)
© L	og on to incomi	ing mail server before sending mail

Internet E-mail Settings	
General Outgoing Server Connection Advanced	
General       Outgoing Sever       Connection         Specify the type of connection to use for e-mail.         Connection            © Connect using my local area network (LAN)            © Connect using my plone line            © Connect using my phone line            © Connect using Internet Explorer's or a 3rd party dialer         Modem         Use the following Dial-Up Networking connection:            Properties	<ul> <li>Click on the Advanced tab.</li> <li>Under Incoming Server (POP3), the port number should be set to 995. CHECK the SSL box</li> <li>Under Outgoing Server (SMTP), the port number should be set to 465.</li> </ul>
ОК Са	Click OK Click Next. Click Finish.
Make sure This Server Requires an encrypted connection (SSL) is checked And choose SSL under Use the following type of encrypted connection CLICK OK	Internet E-mail Settings

### STEP 8

User Information		Test Account Settings
/our Name:	John Doe	After filling out the information on this screen, we
E-mail Address:	johndoe@yourdomain.com	below. (Requires network connection)
Server Information		Tool Assessed Cattinger
Account Type:	POP3	Test Account Setangs
ncoming mail server:	mail.wundersolutions.com	Test Account Settings by dicking the Next button
Outgoing mail server (SMTP):	mail.wundersolutions.com	Deliver new messages to:
Logon Information		<ul> <li>New Outlook Data File</li> <li>Existing Outlook Data File</li> </ul>
Jser Name:	johndoe@yourdomain.com	Browse
Password:	*********	·
F F	Remember password	
Require logon using Secure	Password Authentication (SPA)	Mara Sattings
Require logon using Secure	Password Authentication (SPA)	More Settings

# STEP 8 - click NEXT --- CLICK FINISH

Change Account	
	Congratulations! You have successfully entered all the information required to setup your account. To dose the wizard, click Finish.
	< Back Finish

E-ma Ye	ail Account ou can add o	s or remove an	account. You can	select an account and	change its settings.	
-mail	Data Files	RSS Feeds	SharePoint Lists	Internet Calendars	Published Calendars	Address Books
🗟 Ne	ew 🛠 R	epair 🕋	Change 🔗 S	5et as Default 🗙 R	emove 🕈 🖶	
Name				Туре		
lf	f you alre o to STE	ady have P 6 on las	<sup>n</sup> a account sei it page of this	POP/SMTP t up double clicl tutorial	(send from this account of a ccount of a c	int by default) <b>ne and then</b>
lf g T	f you alre to STE	ady have P 6 on las O TO ST	n a account se t page of this EP 6—PAC	POP/SMTP t up double clicl tutorial SE 3 of this tu	(send from this account nar	int by default) ne and then
If g T	f you alre to STE	ady have P 6 on las O TO ST	n a account set t page of this EP 6—PAG	POP/SMTP t up double clicl tutorial GE 3 of this tu	(send from this account nar	int by default) ne and then