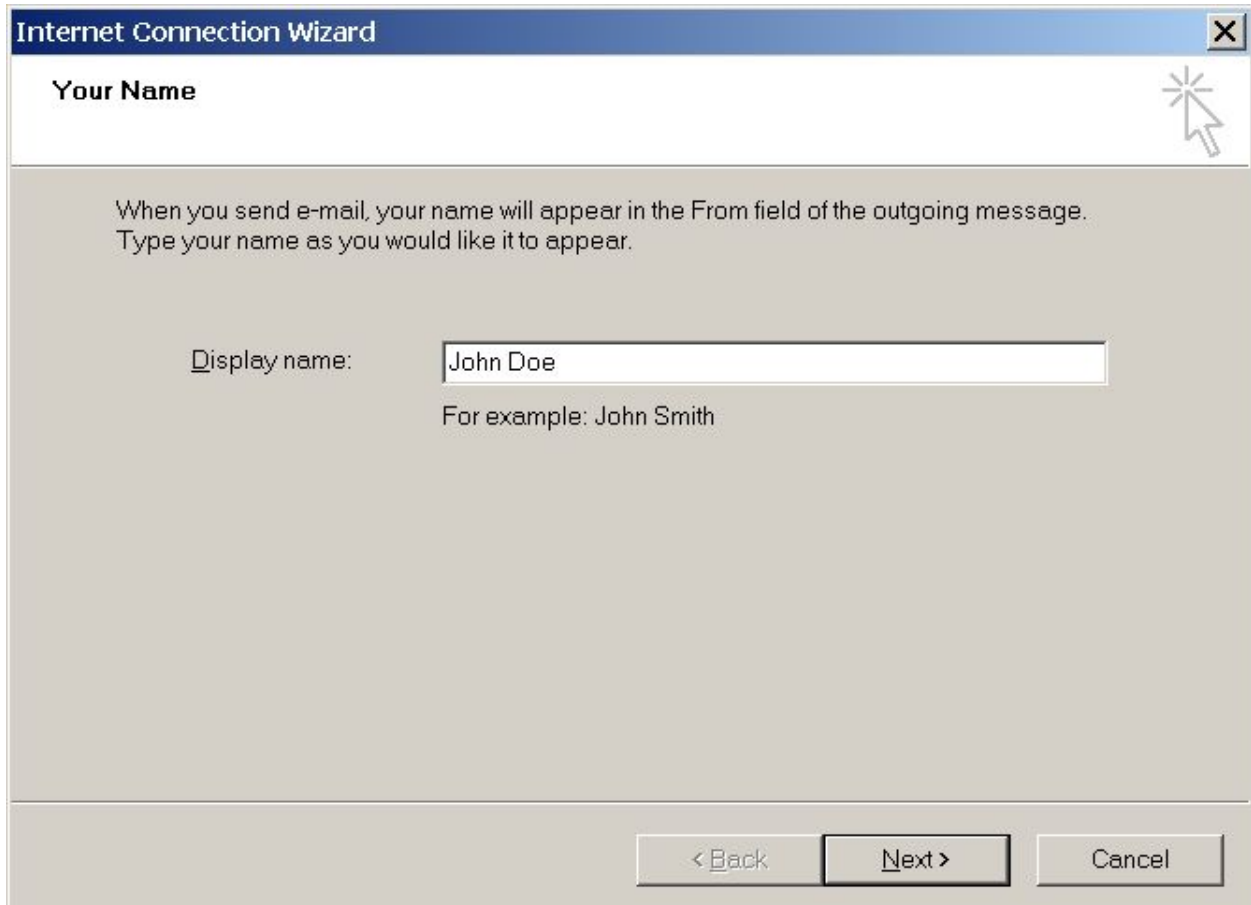


## How To Setup Email In Outlook Express

Open Microsoft Outlook Express.

1. Go to **Tools** > **Accounts**.
2. Click the **Add** button and select the **Mail** item.
3. Enter your name as you want it to appear in any messages you send, and click **Next**.



The screenshot shows a window titled "Internet Connection Wizard" with a close button (X) in the top right corner. The main heading is "Your Name". Below the heading, there is a text box containing "John Doe". To the right of the text box is a mouse cursor icon. Below the text box, there is a label "Display name:" and a text box containing "John Doe". Below the text box, there is a label "For example: John Smith". At the bottom of the window, there are three buttons: "< Back", "Next >", and "Cancel".

Internet Connection Wizard

Your Name

When you send e-mail, your name will appear in the From field of the outgoing message.  
Type your name as you would like it to appear.

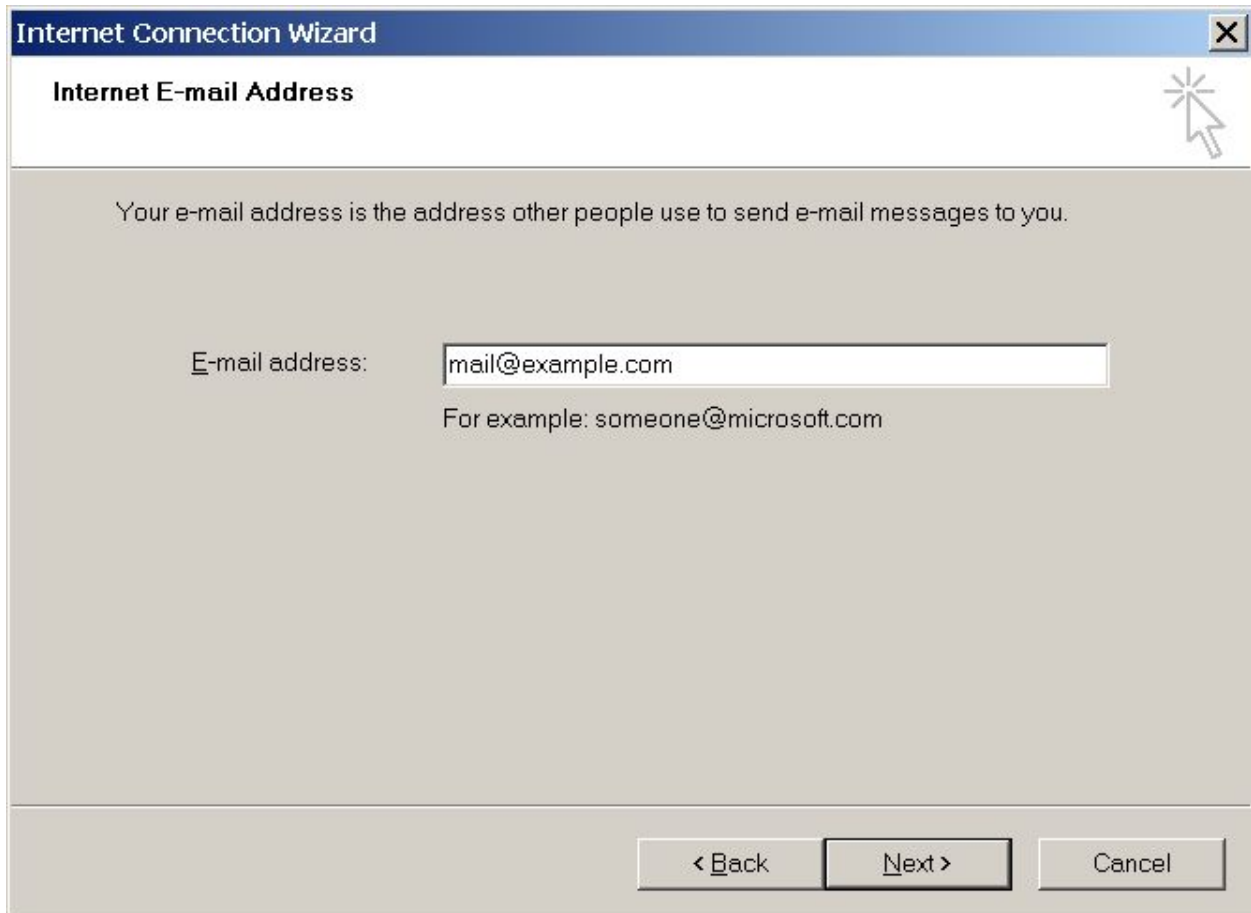
Display name:

For example: John Smith

< Back    Next >    Cancel

4. Type your email address, and click **Next**.

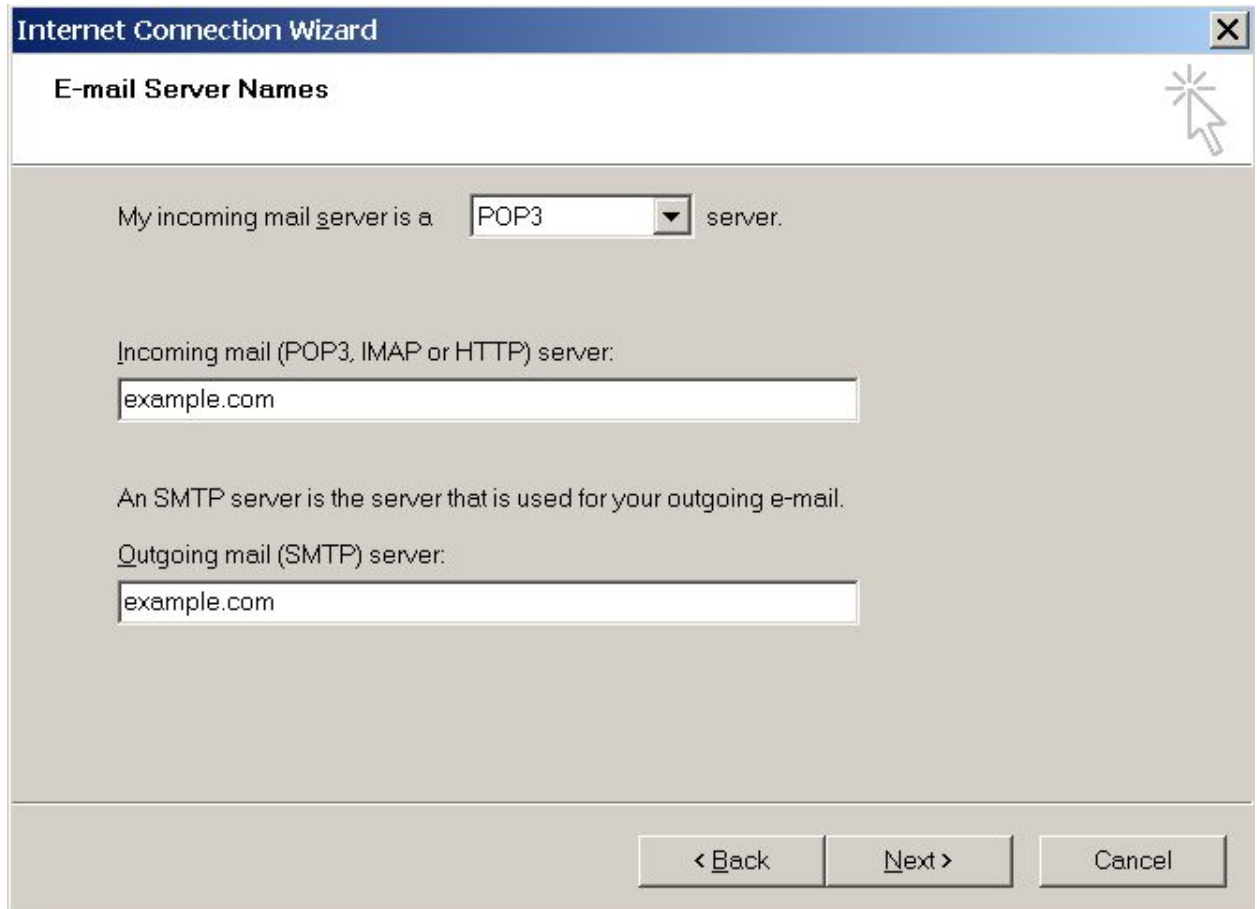
## How To Setup Email In Outlook Express



### 5. Specify the following settings:

- Protocol of your incoming mail server.
- If you want to keep copies of messages on the server, select the **IMAP** option. If you do not want to keep any messages on the server, select the **POP3** option. Selecting IMAP will also allow you to train the SpamAssassin spam filter on e-mail messages you receive, if SpamAssassin is enabled on the server.
- Incoming mail server. Specify your website's Internet address.
- Outgoing mail server. Specify your website's Internet address.

## How To Setup Email In Outlook Express



The screenshot shows the 'Internet Connection Wizard' dialog box, specifically the 'E-mail Server Names' step. The window title is 'Internet Connection Wizard' and the subtitle is 'E-mail Server Names'. The main content area contains the following text and fields:

My incoming mail server is a  server.

Incoming mail (POP3, IMAP or HTTP) server:

An SMTP server is the server that is used for your outgoing e-mail.

Outgoing mail (SMTP) server:

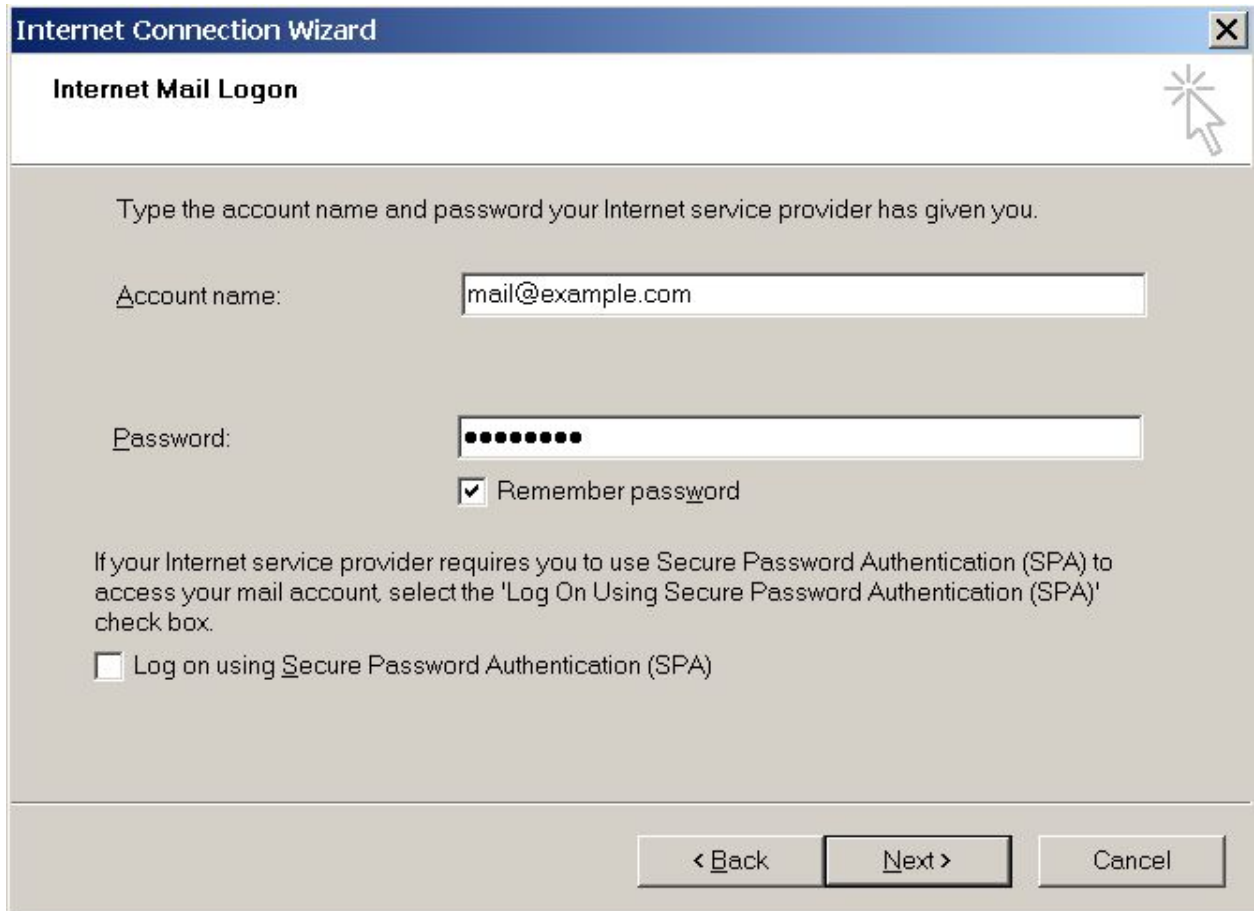
At the bottom of the dialog box, there are three buttons: '< Back', 'Next >', and 'Cancel'.

6. Click **Next**.

7. Specify the following:

- Your account name. Type your e-mail address in the **Account name** box.
- Your password. Most likely, this password coincides with the password you use for logging in to the Panel.
- **Remember password** checkbox. Leave it selected if you do not want to be prompted to enter password each time your e-mail program connects to the mail server to check for new mail, and click **Next**.

## How To Setup Email In Outlook Express



The screenshot shows a Windows dialog box titled "Internet Connection Wizard" with a sub-header "Internet Mail Logon". The dialog contains the following elements:

- A title bar with a close button (X) in the top right corner.
- A sub-header "Internet Mail Logon" in the top left corner.
- A help icon (a starburst with a mouse cursor) in the top right corner.
- Instructional text: "Type the account name and password your Internet service provider has given you."
- An "Account name:" label followed by a text input field containing "mail@example.com".
- A "Password:" label followed by a password input field with ten black dots.
- A checked checkbox labeled "Remember password".
- Instructional text: "If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box."
- An unchecked checkbox labeled "Log on using Secure Password Authentication (SPA)".
- Three buttons at the bottom: "< Back", "Next >", and "Cancel".

8. To complete setting up your e-mail program, click **Finish**.