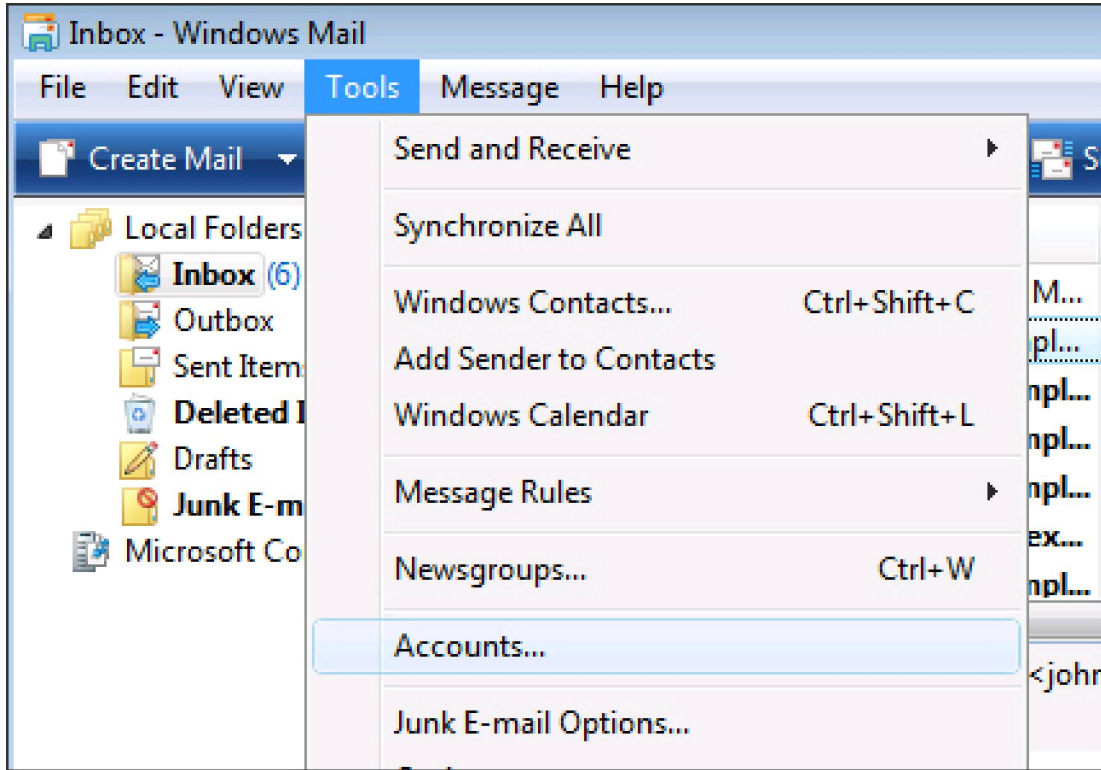
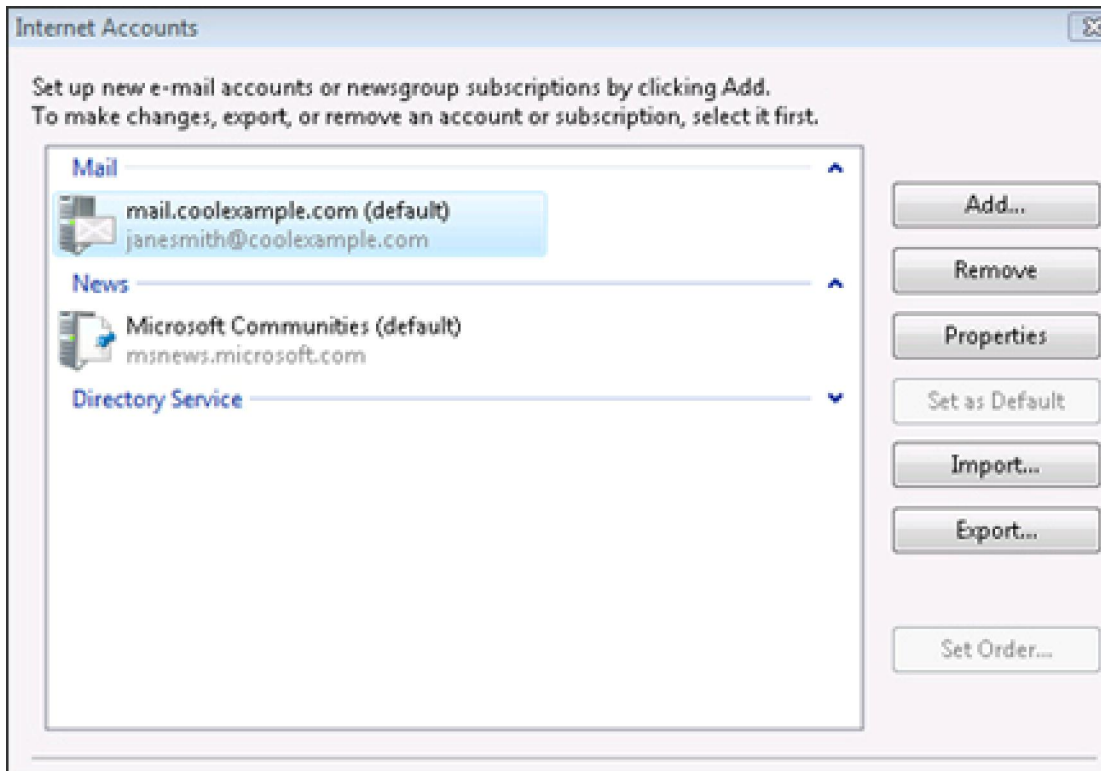


**Detail instructions for configuring your e-mail client – Windows Mail:**

In Microsoft Mail, from the Tools menu, select Accounts.

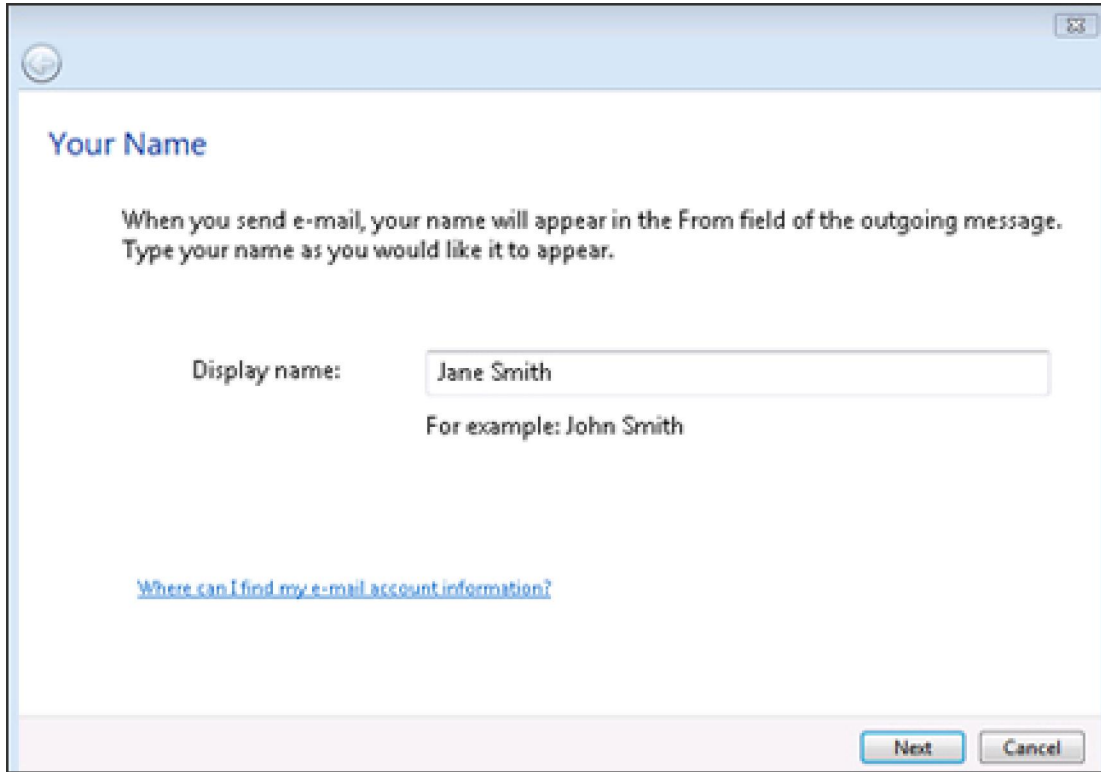


In the Internet Accounts window, click Add to add a new mail account.



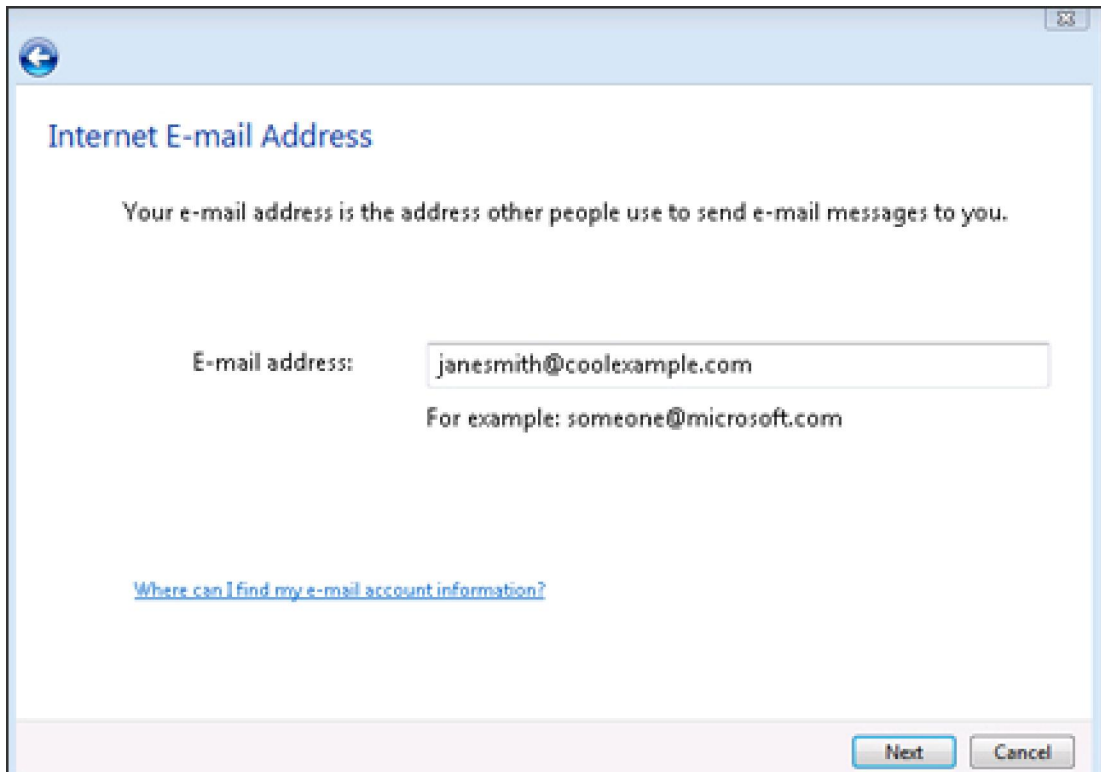
**Detail instructions for configuring your e-mail client – Windows Mail:**

On the Your Name page, in the Display Name field, enter your full name and then click Next.



The screenshot shows a window titled "Your Name" with a blue header bar. Below the title, there is a blue arrow icon in a circle. The main text reads: "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." Below this is a text input field labeled "Display name:" containing the text "Jane Smith". Underneath the field, it says "For example: John Smith". At the bottom left, there is a blue hyperlink: "Where can I find my e-mail account information?". At the bottom right, there are two buttons: "Next" and "Cancel".

On the Internet Email Address page, in the Email address field, enter your email address and then click Next.



The screenshot shows a window titled "Internet E-mail Address" with a blue header bar. Below the title, there is a blue arrow icon in a circle. The main text reads: "Your e-mail address is the address other people use to send e-mail messages to you." Below this is a text input field labeled "E-mail address:" containing the text "janesmith@coolexample.com". Underneath the field, it says "For example: someone@microsoft.com". At the bottom left, there is a blue hyperlink: "Where can I find my e-mail account information?". At the bottom right, there are two buttons: "Next" and "Cancel".

**Detail instructions for configuring your e-mail client – Windows Mail:**

On the Set up Email Servers page, enter your information as follows and then click Next.

Incoming email server type

Select POP3 from the drop down list.

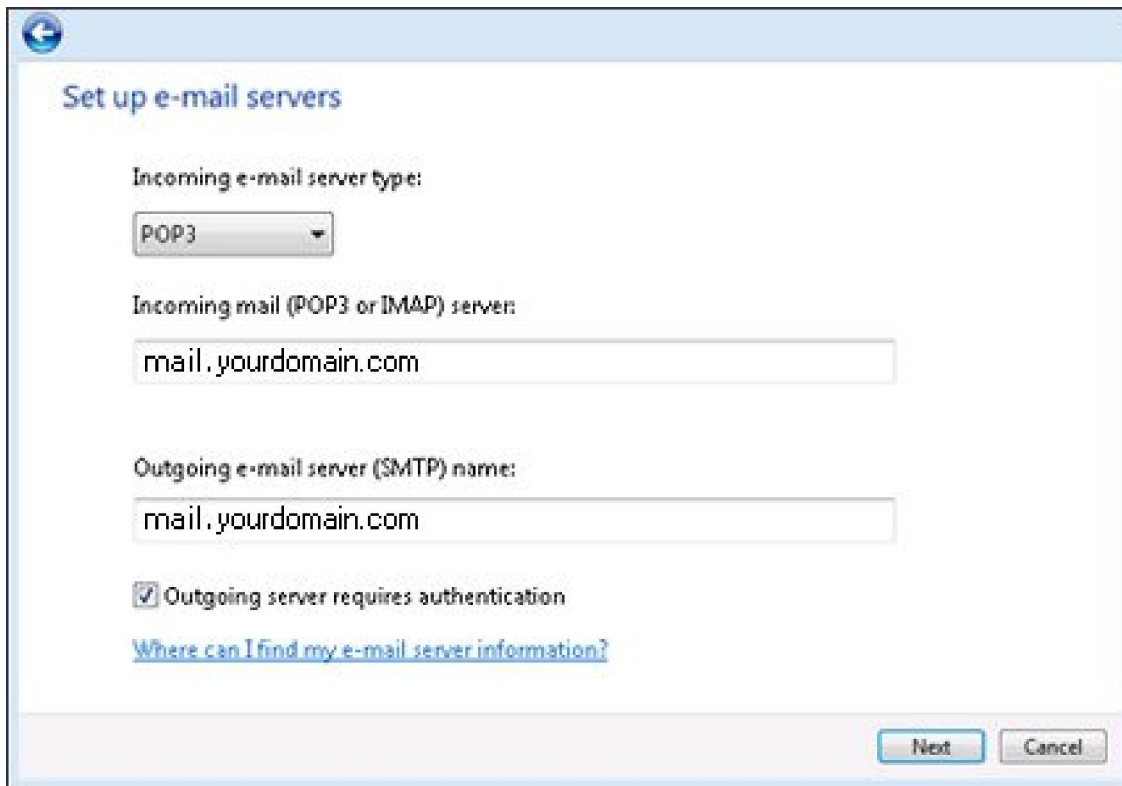
Incoming mail (POP3 or IMAP) server

Type mail.yourdomain.com <= (replace with YOUR Domain Name).

Outgoing email server (SMTP) name

Type mail.yourdomain.com <= (replace with YOUR Domain Name).

Make sure to select Outgoing server requires authentication.

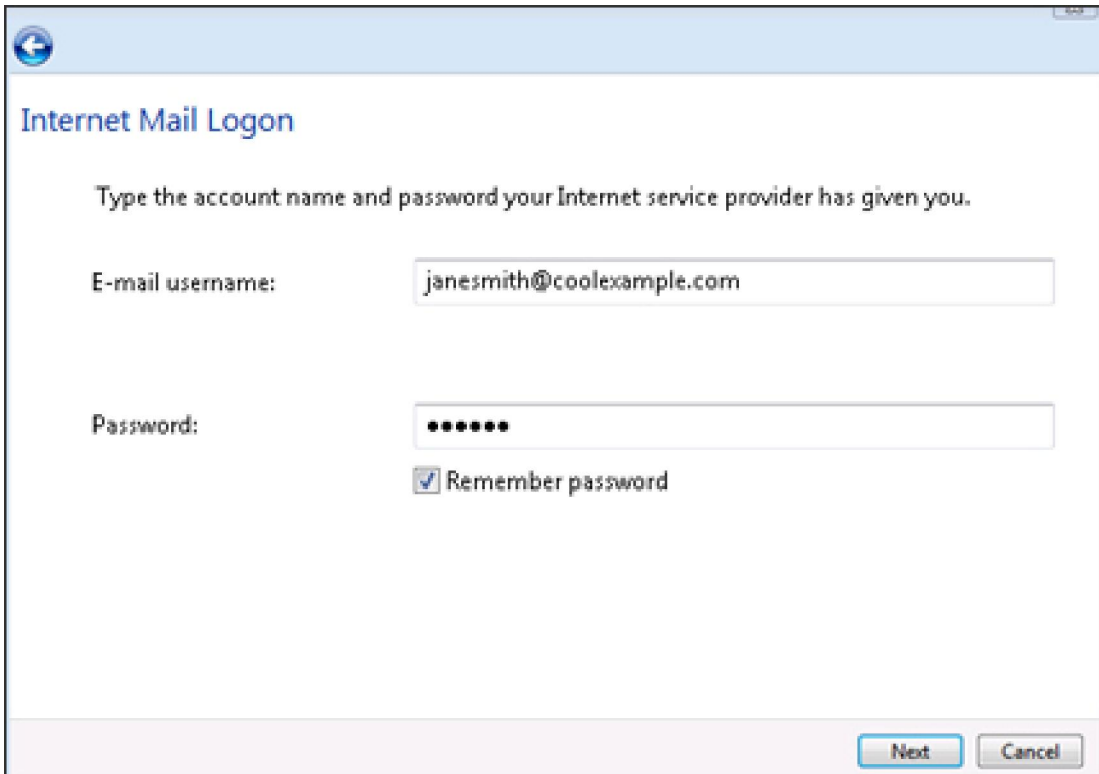


The screenshot shows a dialog box titled "Set up e-mail servers". It contains the following elements:

- Incoming e-mail server type:** A dropdown menu with "POP3" selected.
- Incoming mail (POP3 or IMAP) server:** A text input field containing "mail.yourdomain.com".
- Outgoing e-mail server (SMTP) name:** A text input field containing "mail.yourdomain.com".
- Outgoing server requires authentication:** A checkbox that is checked.
- Where can I find my e-mail server information?:** A blue hyperlink.
- Buttons:** "Next" and "Cancel" buttons at the bottom right.

**Detail instructions for configuring your e-mail client – Windows Mail:**

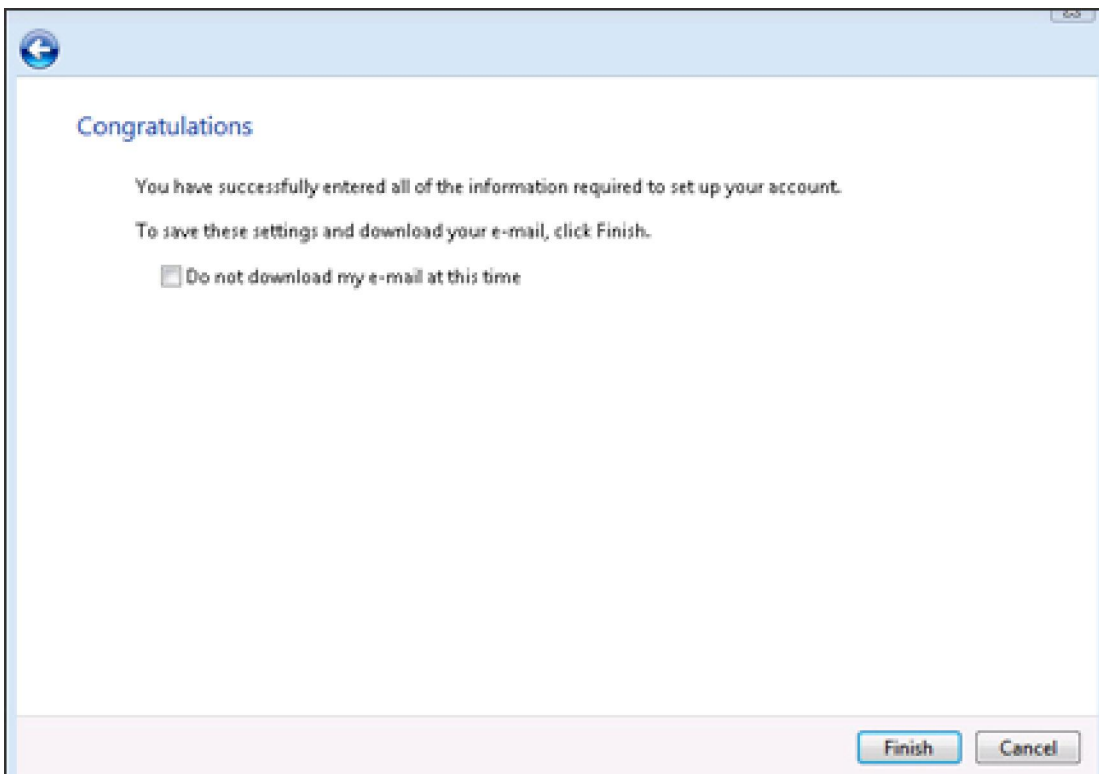
On the Internet Mail Logon page, in the Email Username and Password fields, enter your email address and password for your email account, and then click Next.



The screenshot shows a dialog box titled "Internet Mail Logon". It contains the following elements:

- A blue header bar with a back arrow icon on the left and a close button on the right.
- The title "Internet Mail Logon" in blue text.
- Instructional text: "Type the account name and password your Internet service provider has given you."
- An "E-mail username:" label followed by a text input field containing "janesmith@coolexample.com".
- A "Password:" label followed by a password input field containing seven dots.
- A checked checkbox labeled "Remember password".
- At the bottom right, there are two buttons: "Next" (highlighted in blue) and "Cancel".

Click Finish.

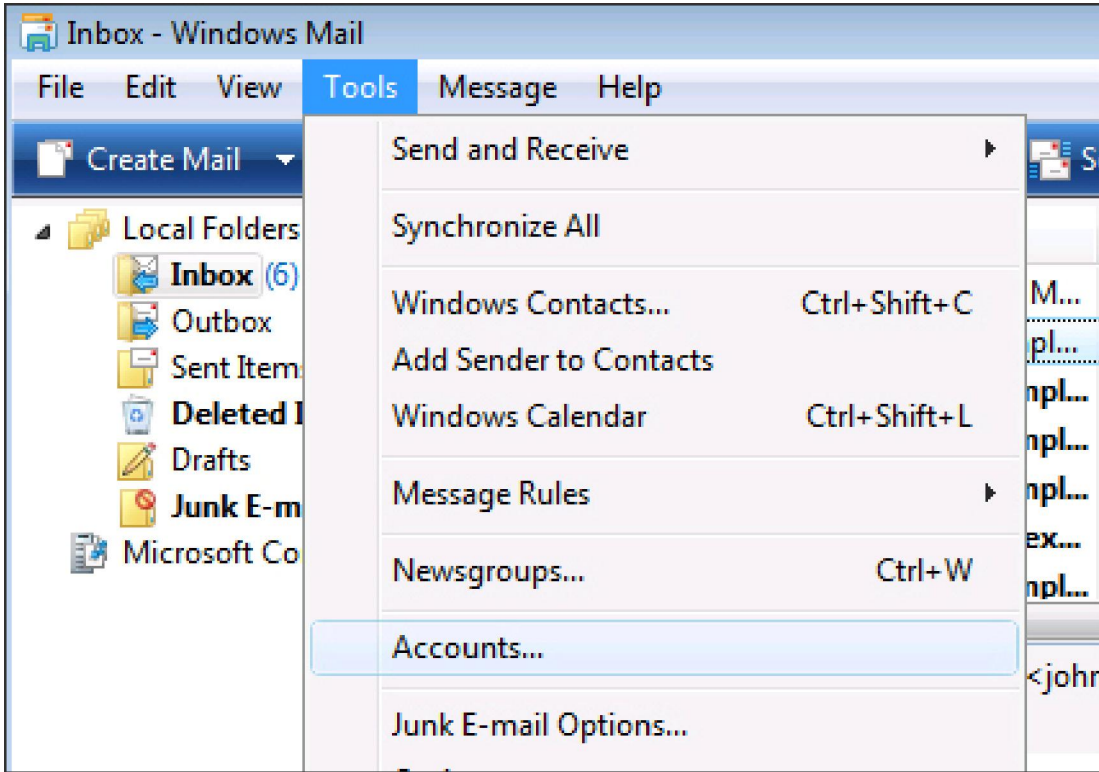


The screenshot shows a dialog box titled "Congratulations". It contains the following elements:

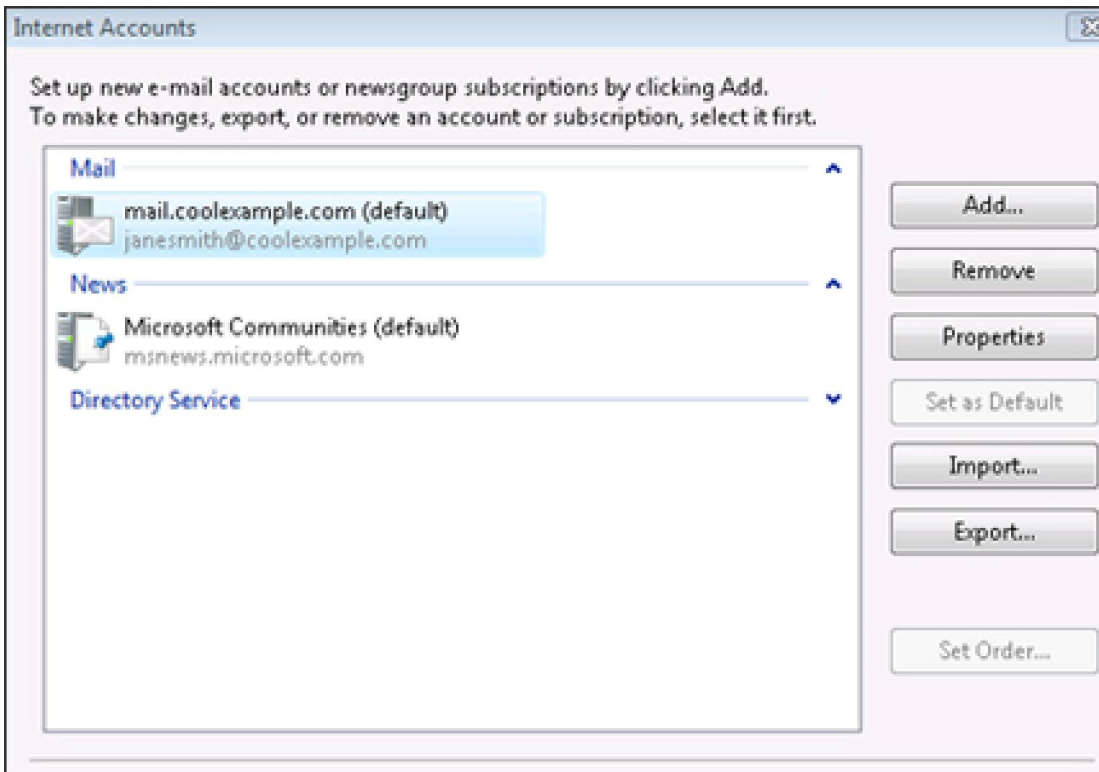
- A blue header bar with a back arrow icon on the left and a close button on the right.
- The title "Congratulations" in blue text.
- Text: "You have successfully entered all of the information required to set up your account."
- Text: "To save these settings and download your e-mail, click Finish."
- An unchecked checkbox labeled "Do not download my e-mail at this time".
- At the bottom right, there are two buttons: "Finish" (highlighted in blue) and "Cancel".

**Detail instructions for configuring your e-mail client – Windows Mail:**

Return to Microsoft Mail, and from the Tools menu, select Accounts.



In the Internet Accounts window, under your list of Mail accounts, select the account you just set up and then click Properties.



**Detail instructions for configuring your e-mail client – Windows Mail:**

In the Properties window, go to the Advanced tab.

Under Server Port Numbers, in the Outgoing mail (SMTP) field, type 80 and then click OK.

