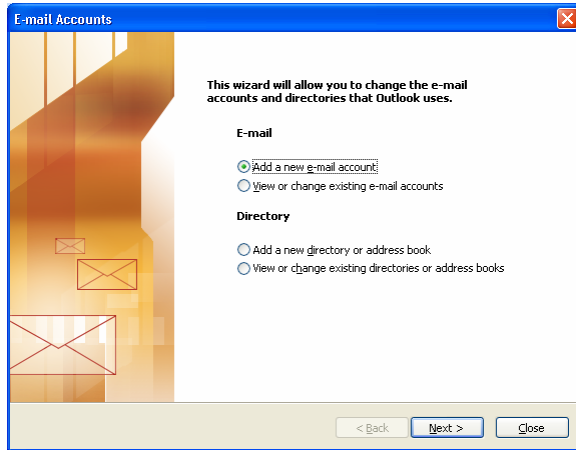
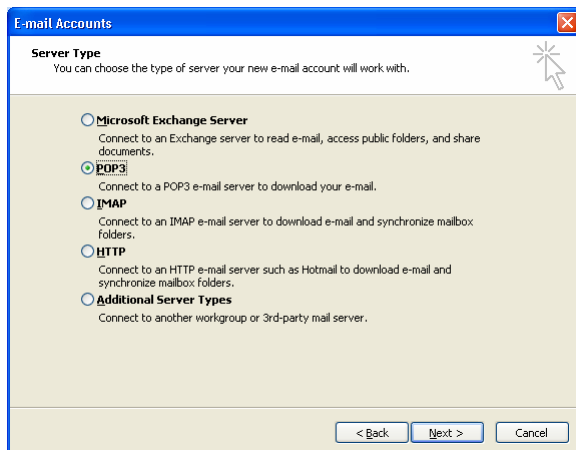


setting up your email

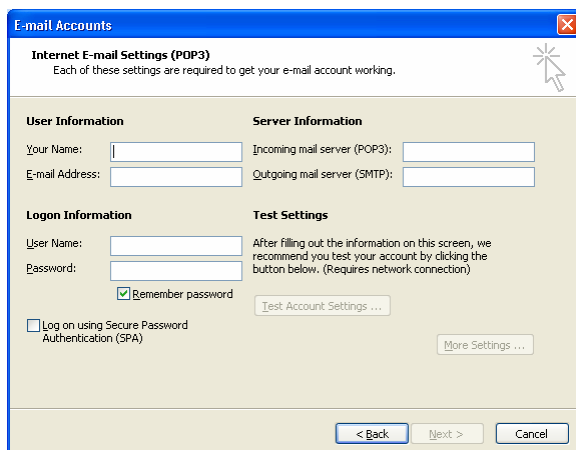
1. On the **Tools** menu, click **E-mail Accounts**.
2. Select **Add a new e-mail account**, and then click **Next**.



3. Select **POP3** for the e-mail server type, and then click **Next**.



4. Type the information on the following page into the **Internet E-mail Settings (POP3)** window:



setting up your email

User Information

Your Name: *Your Name*
E-mail Address: *yourname@domain.com.au*

Server Information

Incoming mail server (POP3): *mail.domain.com.au*
Outgoing mail server (SMTP): *mail.outgoing.com*

Logon Information:

User Name: *yourname@domain.com.au*
Password: *password*

5. Click Test Account Settings to verify that your account is working. If there is missing or incorrect information, such as your password, you will be prompted to supply or correct it. Be sure your computer is connected to the Internet.

E-mail Accounts

Internet E-mail Settings (POP3)
Each of these settings are required to get your e-mail account working.

User Information

Your Name:
E-mail Address:

Server Information

Incoming mail server (POP3):
Outgoing mail server (SMTP):

Logon Information

User Name:
Password:
 Remember password

Test Settings

After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)

Log on using Secure Password Authentication (SPA)



If you experience any difficulties setting up your email please contact Rae on 02 6685 3406.