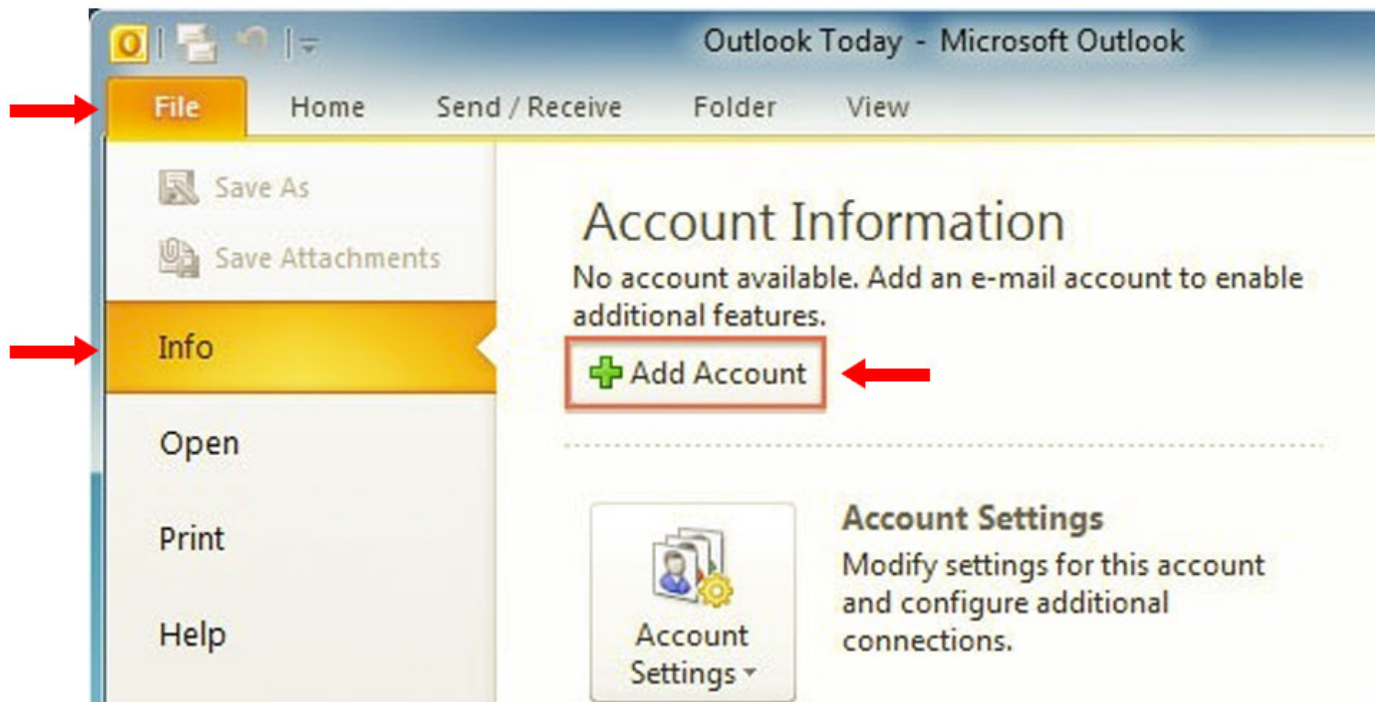


1. Select the '**File**' menu
2. Select Info
3. Click the **Add Account** button



4. Choose **Manually configure server settings**



Manually configure server settings or additional server types

5. Click Next

6. Choose **Internet E-Mail**



Internet E-mail

Connect to POP or IMAP server to send and receive e-mail messages.

Microsoft Exchange or compatible service

Connect and access e-mail messages, calendar, contacts, faxes and voice mail messages.

Text Messaging (SMS)

Connect to a mobile messaging service.

7. After choosing '**Internet E-Mail**' Click '**Next**'

Account Setting

1. Enter your name as you want it to appear on your outbound email messages
2. Enter your full email address
3. Enter your full email address also as the User Name
4. Enter your email password
5. Your mail server is host.hostspectrum.net,
6. The Outgoing Mail Server is the same as your incoming mail server

The screenshot shows an email account configuration form with several sections and fields. Red arrows point to the following fields:

- User Information**
 - Your Name: Your Company Name
 - E-mail Address: mail@yourdomain.com
- Server Information**
 - Account Type: POP3
 - Incoming mail server: host.hostspectrum.net
 - Outgoing mail server (SMTP): host.hostspectrum.net
- Logon Information**
 - User Name: mail@yourdomain.com
 - Password: Your Password

Additional form elements include:

- Test Account Settings** section with a button labeled "Test Account Settings ..."
- A checkbox labeled "Test Account Settings by d" which is checked.
- A checkbox labeled "Remember password" which is checked.
- A checkbox labeled "Require logon using Secure Password Authentication (SPA)" which is unchecked.

More Settings

1. Click the **More Settings** button

Your Company Name

mail@yourdomain.com

POP3

host.hostspectrum.net

host.hostspectrum.net

mail@yourdomain.com

Your Password


Remember password

Secure Password Authentication (SPA)

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

Test Account Settings ...

Test Account Settings by clicking the Next button

 More Settings ...

More Settings

2. Click the **Outgoing Server** tab
3. Check the **"My outgoing server (SMTP) requires authentication"** checkbox
4. Check **"use the same settings as your incoming mail server"**

General	Sent Items	Deleted Items
Outgoing Server	Connection	Advanced

My outgoing server (SMTP) requires authentication

Use same settings as my incoming mail server

Log on using

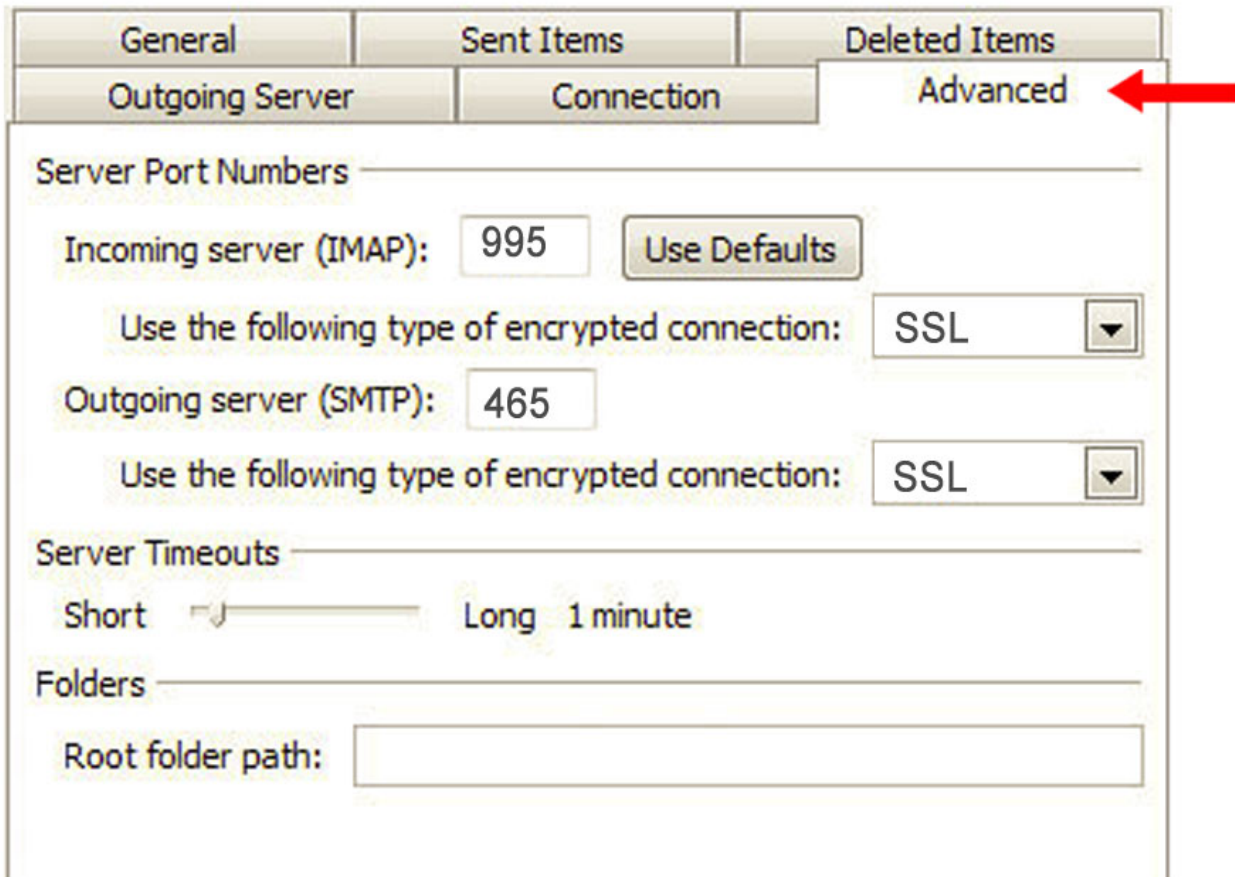
User Name:

Password:

Remember password

Require Secure Password Authentication (SPA)

5. Click the **Advanced** tab



The screenshot shows a configuration window with three main tabs: 'General', 'Sent Items', and 'Deleted Items'. The 'Advanced' sub-tab is selected, indicated by a red arrow. The 'Advanced' sub-tab contains the following settings:

- Server Port Numbers**
 - Incoming server (IMAP): 995 (with a 'Use Defaults' button)
 - Use the following type of encrypted connection: SSL (dropdown menu)
 - Outgoing server (SMTP): 465
 - Use the following type of encrypted connection: SSL (dropdown menu)
- Server Timeouts**
 - Short: [slider]
 - Long: 1 minute
- Folders**
 - Root folder path: [text box]

6. If you are using POP3 with SSL, click the checkbox and enter 995 as your port. Otherwise leave the default port at 110

7. If you are using POP3, you may choose when messages are removed from the server

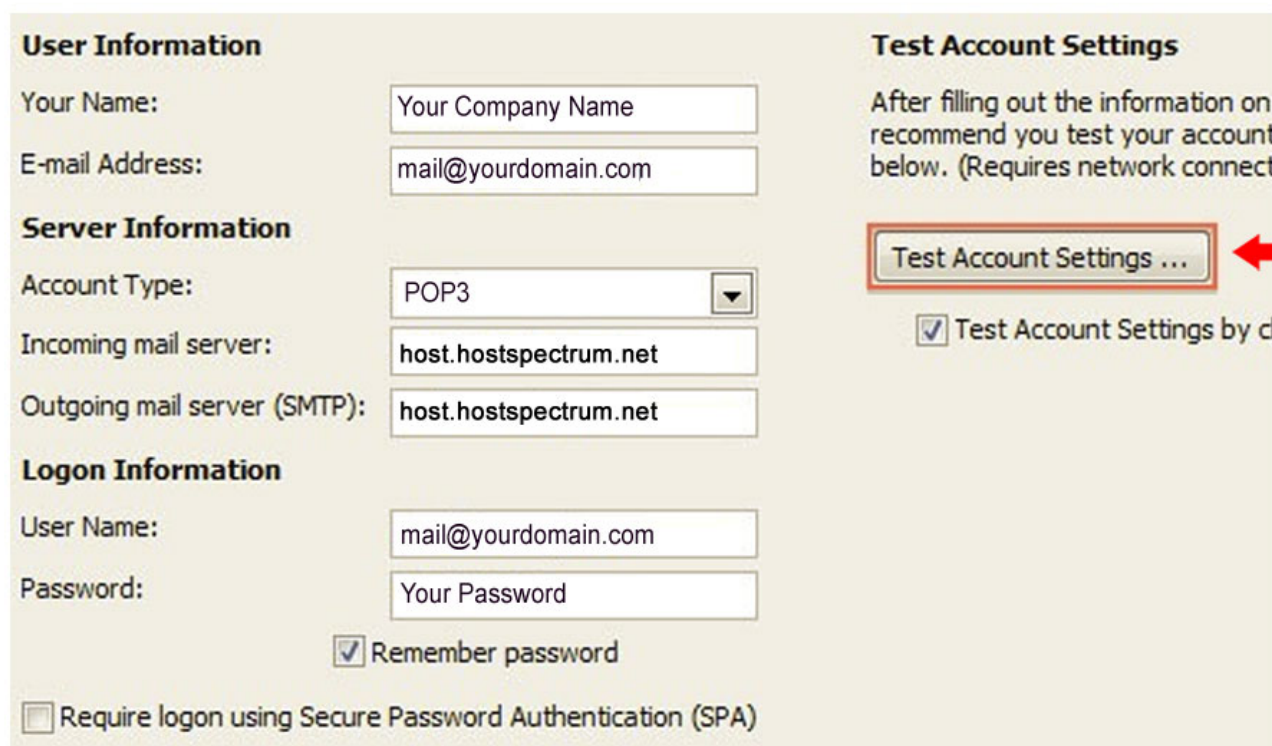
8. If you are using IMAP with SSL, click the checkbox and enter 993 as your port. Otherwise leave the default port at 143

9. If you are using SMTP with SSL, click the checkbox and enter 465 as your port. Otherwise change the non-default port to 26

10. Click the **OK** button

Testing Settings

1. While on the E-mail Accounts screen, click the Test Account Settings button



The screenshot shows the E-mail Accounts configuration window. It is divided into two main sections: 'User Information' and 'Test Account Settings'. The 'User Information' section contains fields for 'Your Name' (filled with 'Your Company Name'), 'E-mail Address' (filled with 'mail@yourdomain.com'), 'Account Type' (a dropdown menu set to 'POP3'), 'Incoming mail server' (filled with 'host.hostspectrum.net'), and 'Outgoing mail server (SMTP)' (filled with 'host.hostspectrum.net'). Below these are 'Logon Information' fields for 'User Name' (filled with 'mail@yourdomain.com') and 'Password' (filled with 'Your Password'), along with a checked 'Remember password' checkbox and an unchecked 'Require logon using Secure Password Authentication (SPA)' checkbox. The 'Test Account Settings' section on the right contains a text instruction: 'After filling out the information on recommend you test your account below. (Requires network connect'. Below this is a button labeled 'Test Account Settings ...' which is highlighted with a red rectangular border and a red arrow pointing to it from the right. Underneath the button is a checked checkbox labeled 'Test Account Settings by d'.

2. This will both check your settings and send a test email to yourself to confirm that everything is working. If you receive any errors, please check your configuration
3. Click the **Close** button on the Test Account Settings window
4. Click **Next** on the E-mail Accounts window
5. Click the **Finish** button