

Dear Sir / Madame,  
Upon your request, Please refer to the info below for Outlook configuration:

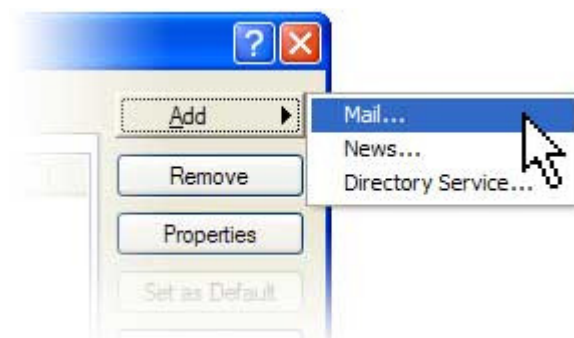
Please note your incoming & outgoing mail servers are:

mail.yourdomainname.extension  
username is the same as your email address

### 1) Outlook Configuration



Click on Tools then Accounts



Enter your display Name, your personal name or your company name.

Replace Those info by yours:

**E-mail Accounts** [Close]

**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

Log on using Secure Password Authentication (SPA)

**Test Settings**

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

Replace coolexample.com & yourdomainname.estension by your domain name

Click on more settings:

## Internet E-mail Settings



General

Outgoing Server

Connection

Advanced

My outgoing server (SMTP) requires authentication:

Use same settings as my incoming mail server

Log on using

User Name:

Password:

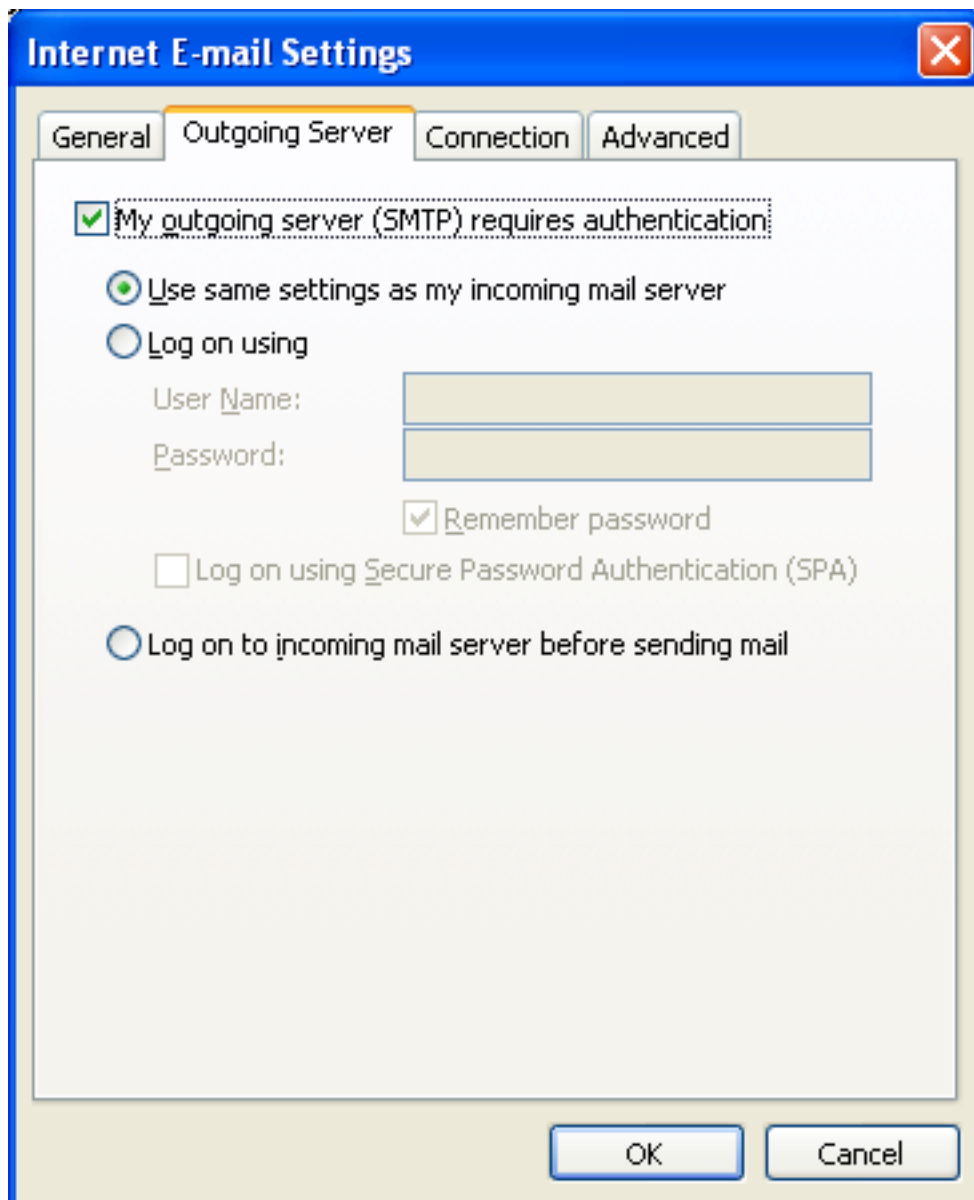
Remember password

Log on using Secure Password Authentication (SPA)

Log on to incoming mail server before sending mail

OK

Cancel



Then click on the advanced tab, change outgoing port from 25 to 587