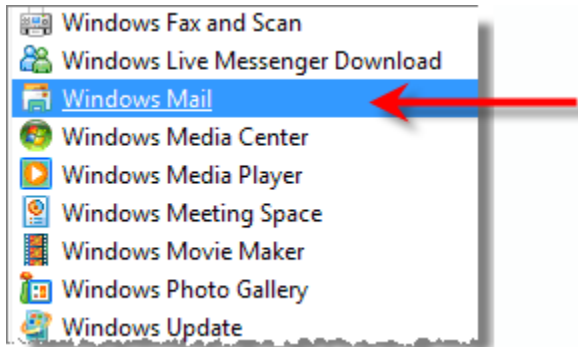


How to set up a mail client: Windows Mail (Vista)

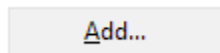
You can send and receive mail on your PC using a POP or IMAP mail client. This article explains how to set up Windows Mail to connect to your mailbox:

To set up Windows Mail to work with Webmail:

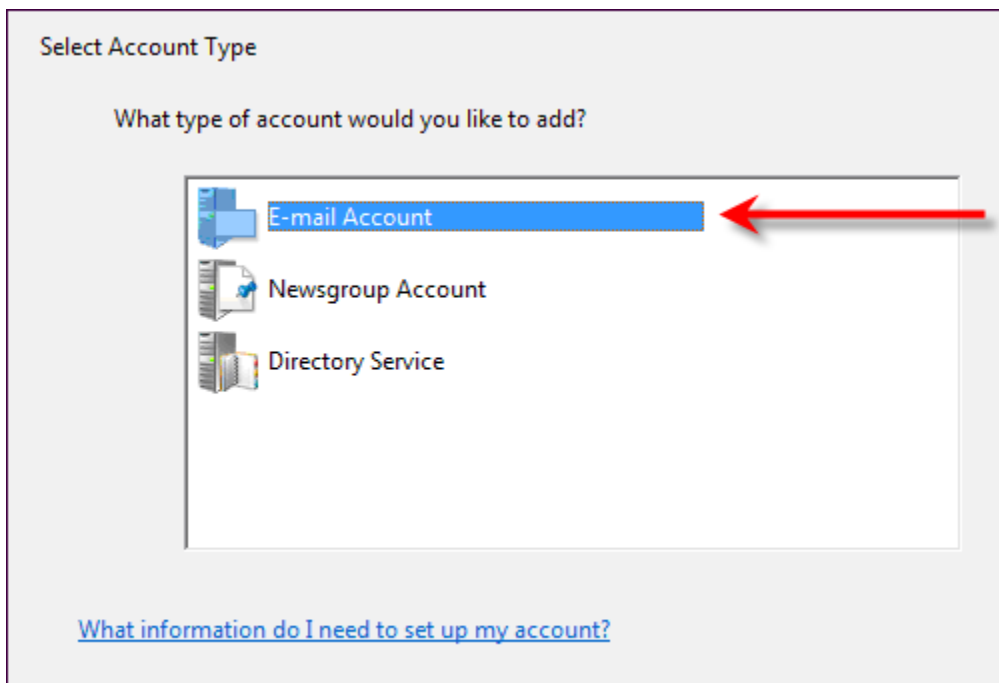
1. Open Windows Mail. On the Start menu, select Windows Mail.



2. On the Tools menu, select Accounts, and then click Add.



3. Select E-mail Account as the type of account and then click Next.



4. For Display name, enter your full name, and then click Next.

Your display name is used as the "from" name on messages you send from your mailbox via Windows Mail.

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

- In the E-mail address field, enter your full e-mail address, including @yourdomain.com. Click Next.

Internet E-mail Address

Your e-mail address is the address other people use to send e-mail messages to you.

E-mail address:

For example: someone@microsoft.com

- Now you need to set up your mail servers – incoming (POP or IMAP) and outgoing (SMTP). Make sure the incoming mail server starts with the correct prefix – “pop” or “imap” and that you replace *yourdomain.com* with *your actual* domain name. If your website is **www.example.com**, enter **pop.example.com** or **imap.example.com**.

Incoming Mail Server, either:	pop.yourdomain.com imap.yourdomain.com
Outgoing Mail Server:	smtp.yourdomain.com
Outgoing server requires authentication:	Yes (select the check box)

Set up e-mail servers

Incoming e-mail server type:


POP3

Incoming mail (POP3 or IMAP) server:

pop.yourdomain.com

Outgoing e-mail server (SMTP) name:

smtp.yourdomain.com

Outgoing server requires authentication 

[Where can I find my e-mail server information?](#)

- Click Next and set up your login credentials so that Windows Mail can access your mailbox.

Account Name:	Your full e-mail address (include @yourdomain.com)
Password:	Your mailbox password

Internet Mail Logon

Type the account name and password your Internet service provider has given you.

E-mail username: jsmith@yourdomain.com

Password: ●●●●●●

Remember password

- Click Next, and then click Finish.

Congratulations! You're done configuring your client to send and retrieve Webmail messages.

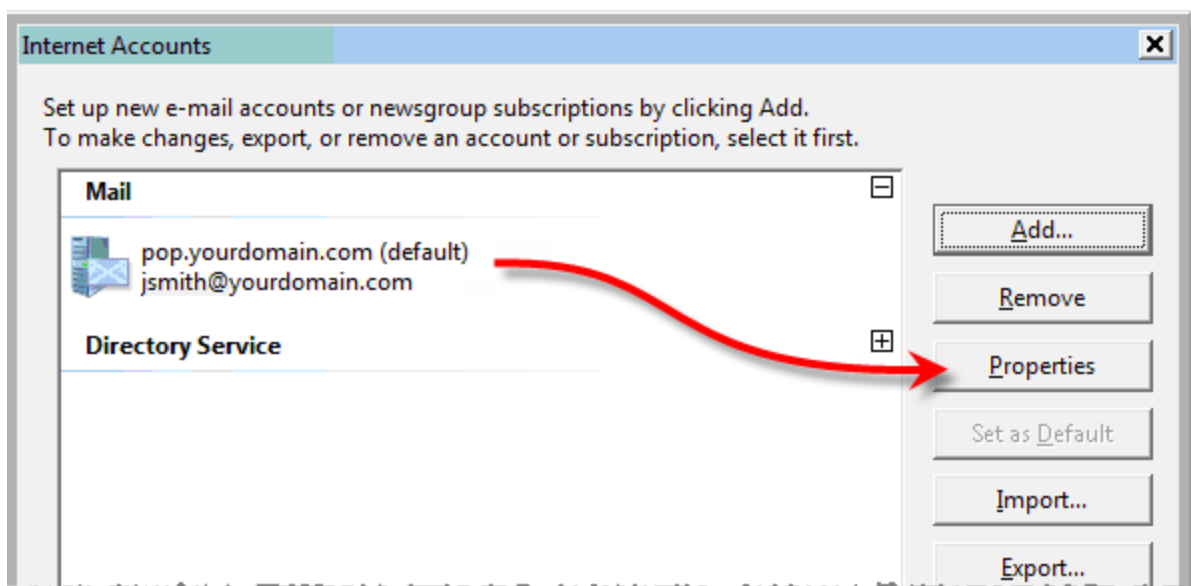
Additional settings for sending mail (SMTP)

To ensure that the messages you send are delivered, we recommend setting the outbound mail port to 587.

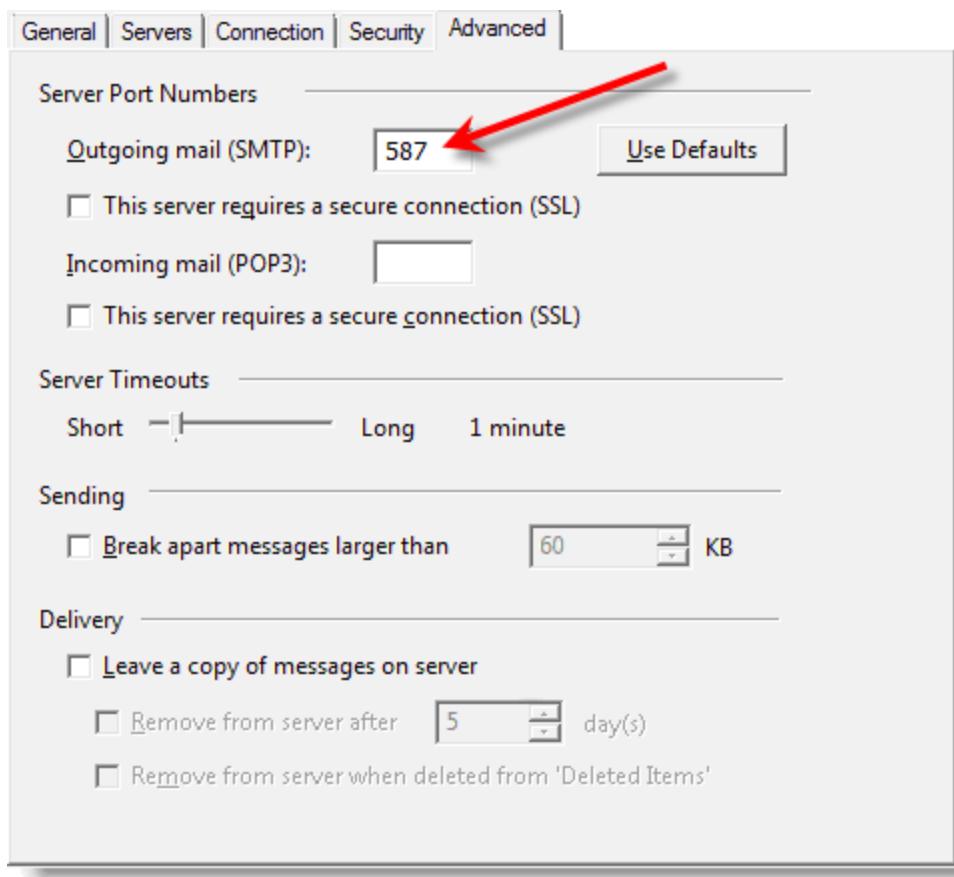
All e-mail sent via the Internet is routed through port 25. Some Internet service providers (ISPs) block port 25 to cut down on the amount of spam that is sent from their networks. If your ISP blocks port 25, your messages will not get through. Port 587 is a valid, unassigned port number.

To set the SMTP port:

1. In Windows Mail, on the Tools menu, select Accounts.
2. Select your mail account, and then click Properties.



3. Click the Advanced tab. In the Server Port Numbers section, set the SMTP port.



4. Click OK, and then click Close.