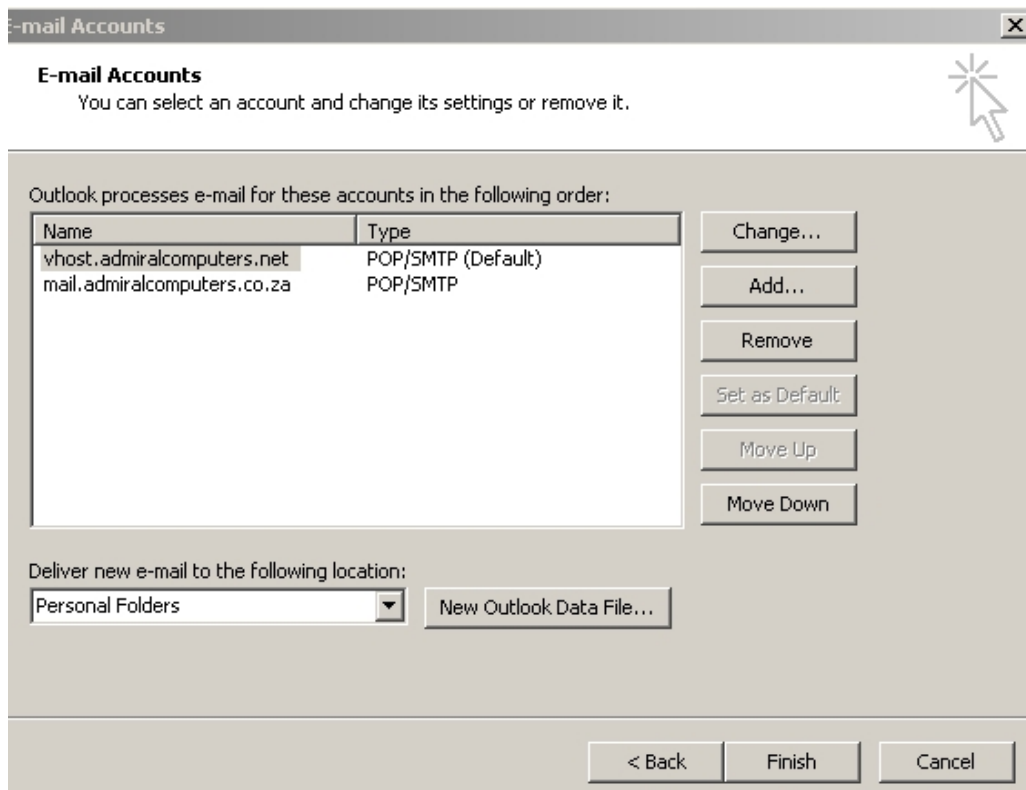
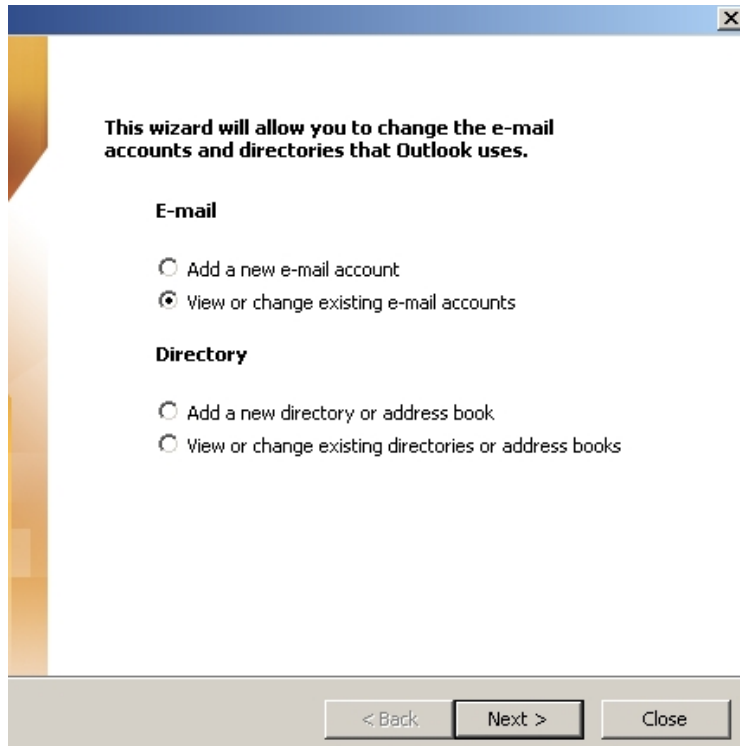


Microsoft Outlook:

Open Microsoft outlook and click on tools and go to email account settings:



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

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)

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

My outgoing server requires authentication needs to be selected. Click on OK and then NEXT and finish.