Email Configuration Guide
Outlook Express

1. Required Settings

Most email programs that support the POP/IMAP and SMTP email standards for sending and receiving email use the following five primary settings.

1. Username -You must enter your complete email address. (Example: user@yourdomain.com)

2. Password -This is the same password that you use to login to Web Mail.

3. Incoming Mail Server

4. Outgoing Mail Server (SMTP)

5. Outgoing Mail Server (SMTP) Authentication

In order to send email, you must set your email software to use authentication when connecting to the outgoing mail server. If your email software asks you to enter a username and password, enter the same username and password that you entered in settings one and two above.

2. Server Settings

| Server Type	Server Name	Port
POP	pop.*yourdomain**.com	110
IMAP	imap.*yourdomain**.com	143
SMTP	smtp.*yourdomain**.com	25
SMTP alternative port	smtp.*yourdomain**.com	2525

Your Domain can be one of the following: **myatcc.com**
atccmail.com
yokotamail.com
**armed-svc.com**

3. Setting Up Your Email Account

Outlook Express

Start Outlook Express. You can do this by clicking on the icon from your desktop or by selecting this from your Programs Menu

Allied Telesis
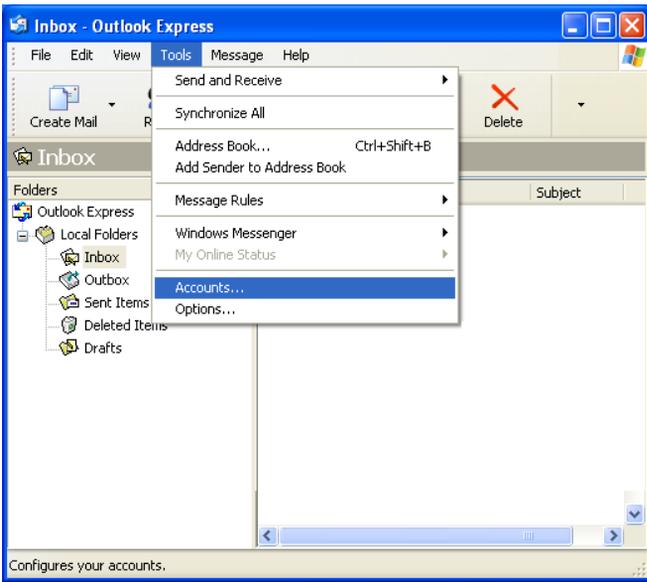
On the **Tools** menu, click **Accounts**
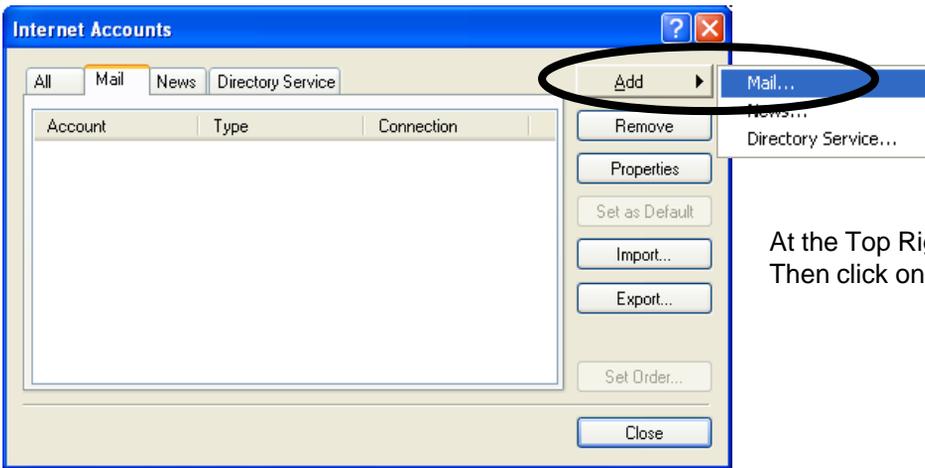
At the Top Right click the **Add** button.
Then click on **Mail**
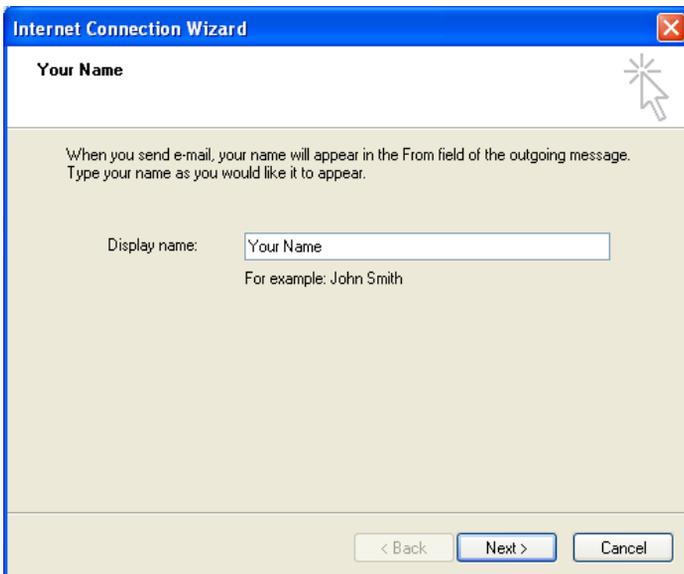
In the **Display Name** box, enter your name exactly as you would like it to appear to recipients

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Internet Connection Wizard

Internet E-mail Address

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

E-mail address: user@yourdomain*

For example: someone@microsoft.com

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In the **E-mail address** box, type your full e-mail address

Internet Connection Wizard

E-mail Server Names

My incoming mail server is a POP3 server.

Incoming mail (POP3, IMAP or HTTP) server:
pop.yourdomain.com*

An SMTP server is the server that is used for your outgoing e-mail.

Outgoing mail (SMTP) server:
smtp.yourdomain.com*

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Under **My incoming mail server** choose either **POP3** or **IMAP** as the type of account that you are creating

If you chose **POP3** enter:
     pop.yourdomain.com*

In the **Outgoing mail (SMTP) server** box, type
     smtp.yourdomain.com*

Click **Next**

Internet Connection Wizard

E-mail Server Names

My incoming mail server is a IMAP server.

Incoming mail (POP3, IMAP or HTTP) server:
imap.yourdomain.com*

An SMTP server is the server that is used for your outgoing e-mail.

Outgoing mail (SMTP) server:
smtp.yourdomain.com*

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If you chose **IMAP** enter:
     imap.yourdomain.com*

In the **Outgoing mail server (SMTP)** box, type
     smtp.yourdomain.com*
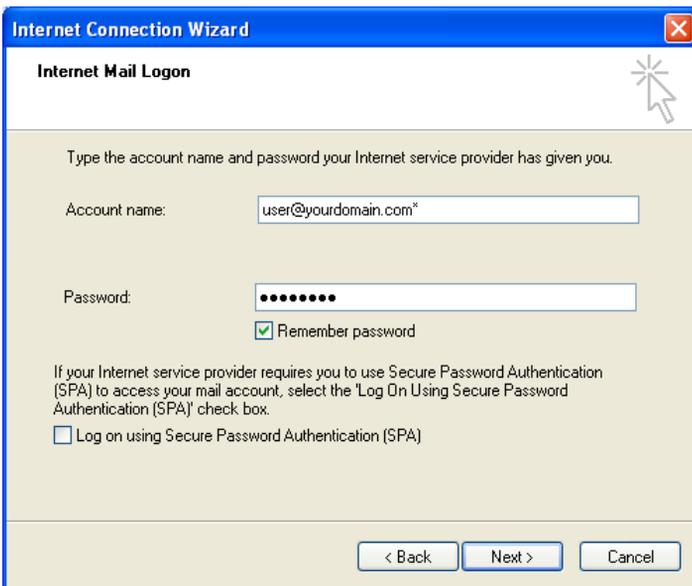
Click **Next**

Allied Telesis

Internet Connection Wizard

Internet Mail Logon

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

Account name: user@yourdomain.com*

Password: ••••••••

☑ Remember password

If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box.

☐ Log on using Secure Password Authentication (SPA)

[< Back] [Next >] [Cancel]

In the **Account name** box, type your full e-mail address

In the **Password** box, type in your password

(If you would like Outlook Express to remember your password, make sure the **Remember password** box is checked)

Now click **Next**
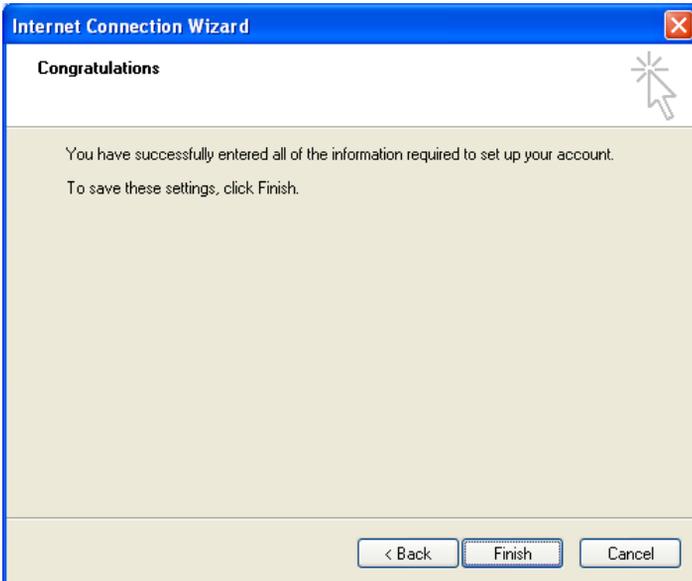
Internet Connection Wizard

Congratulations

You have successfully entered all of the information required to set up your account.

To save these settings, click Finish.

[< Back] [Finish] [Cancel]

Congratulations you have successfully set up your account. Now click **Finish**.

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