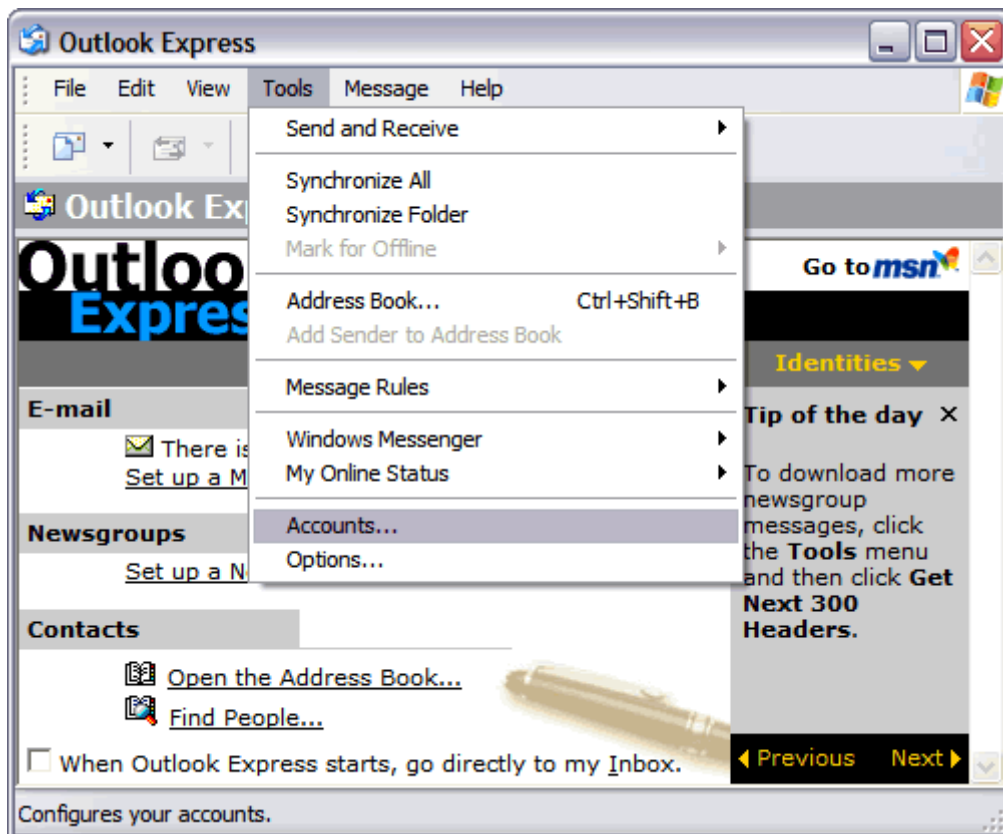
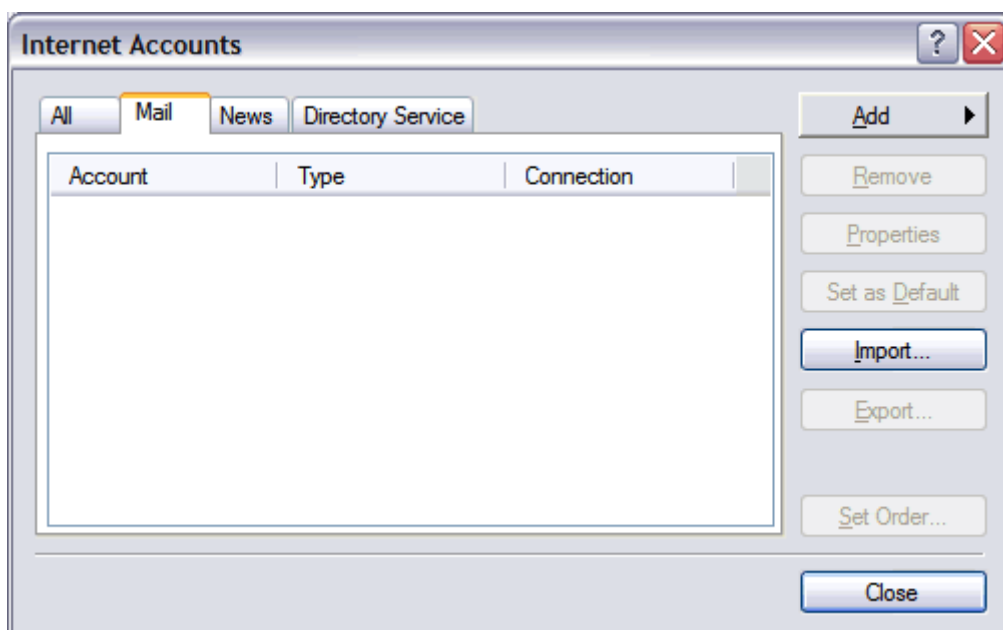


Configure an email account for Outlook Express

Open Outlook Express



Click on the **Tools** menu and select **Accounts**.





Select the "**Mail**" tab in the Internet Accounts window and Click **Add...**

A screenshot of the "Internet Connection Wizard" dialog box. The title bar reads "Internet Connection Wizard" and includes a close button (X) in the top right corner. The main content area is titled "Your Name" and contains the following text: "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." Below this text is a text input field labeled "Display name:" containing the text "Jane Smith". Underneath the input field, it says "For example: John Smith". At the bottom of the dialog box, there are three buttons: "< Back", "Next >", and "Cancel". A mouse cursor is visible over the "Next >" button.

The **Display Name** is your real name and will appear on all outgoing emails. You may use spaces and capitals if you wish.

Click **Next**



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:

For example: someone@microsoft.com

< Back Next > Cancel

Enter your full **E-mail address** in the field provided.

Click **Next**



Internet Connection Wizard

E-mail Server Names

My incoming mail server is a server.

Incoming mail (POP3, IMAP or HTTP) server:

An SMTP server is the server that is used for your outgoing e-mail.
Outgoing mail (SMTP) server:

< Back Next > Cancel

Leave **My incoming mail server is a...** as **POP3**.

Put in **uki.net** for the **Incoming mail (POP3 or IMAP) server**

And **uki.net** for the **Outgoing mail (SMTP) server**

Click **Next**



Internet Connection Wizard

Internet Mail Logon

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

Account name:

Password:

Remember password

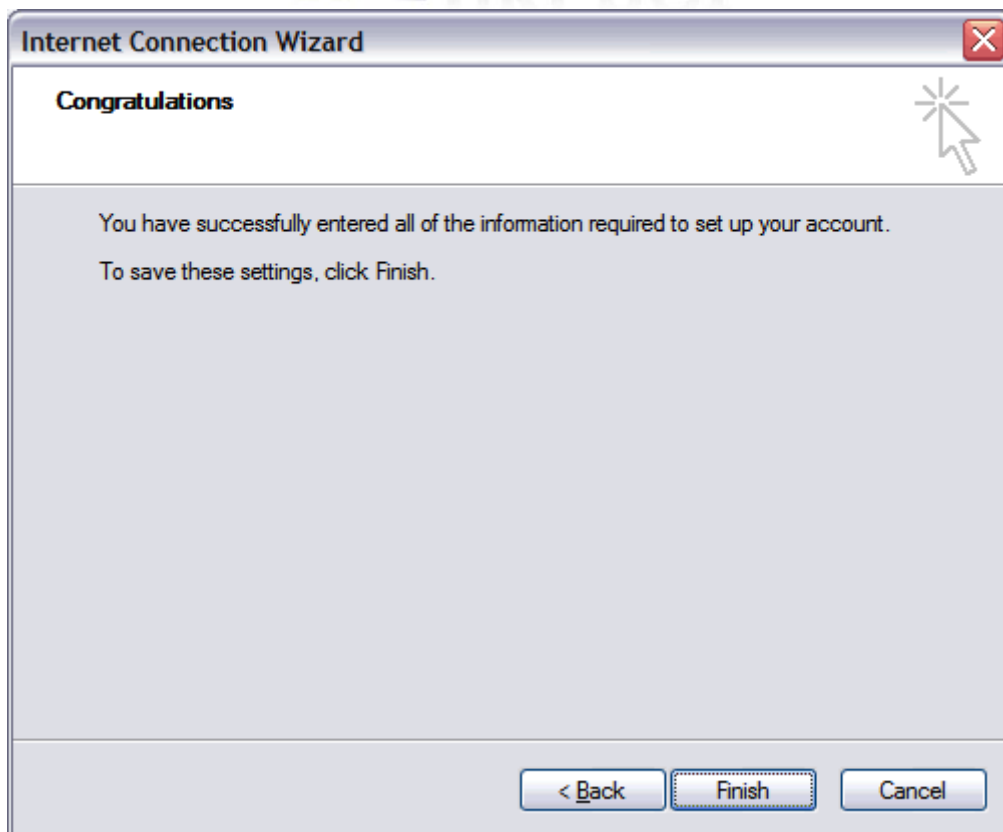
If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box.

Log on using Secure Password Authentication (SPA)

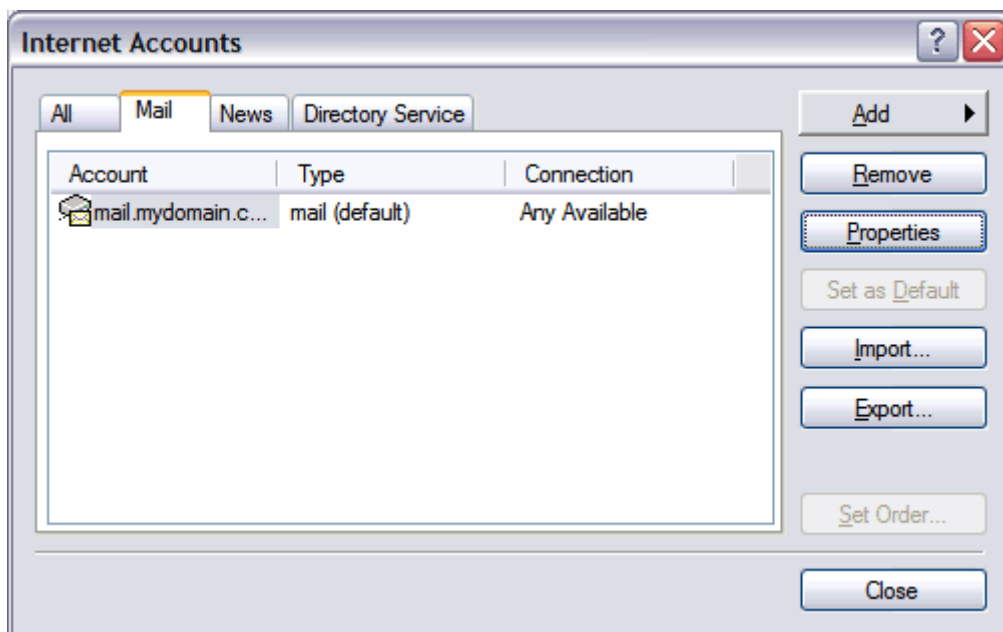
< Back Next > Cancel

Make sure you have your POP account name and password entered in the **Account name** and **Password** fields. Account names and passwords **are** case sensitive, so make sure the Caps Lock key is **off** when you enter this information.

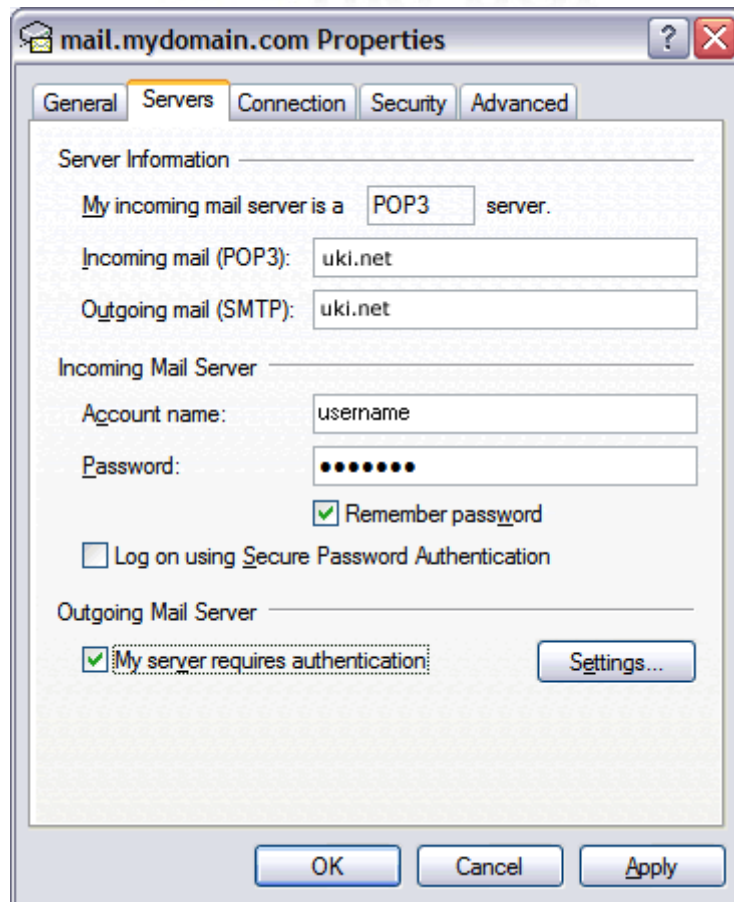
Click **Next**



Click **Finish**.



Select the mail account you just created and click "**Properties**."



In the Properties window, select the **Servers** tab.

At the bottom of the window, select "**My server requires authentication.**"

Click **OK**.

Your email account is now configured to send and receive email.