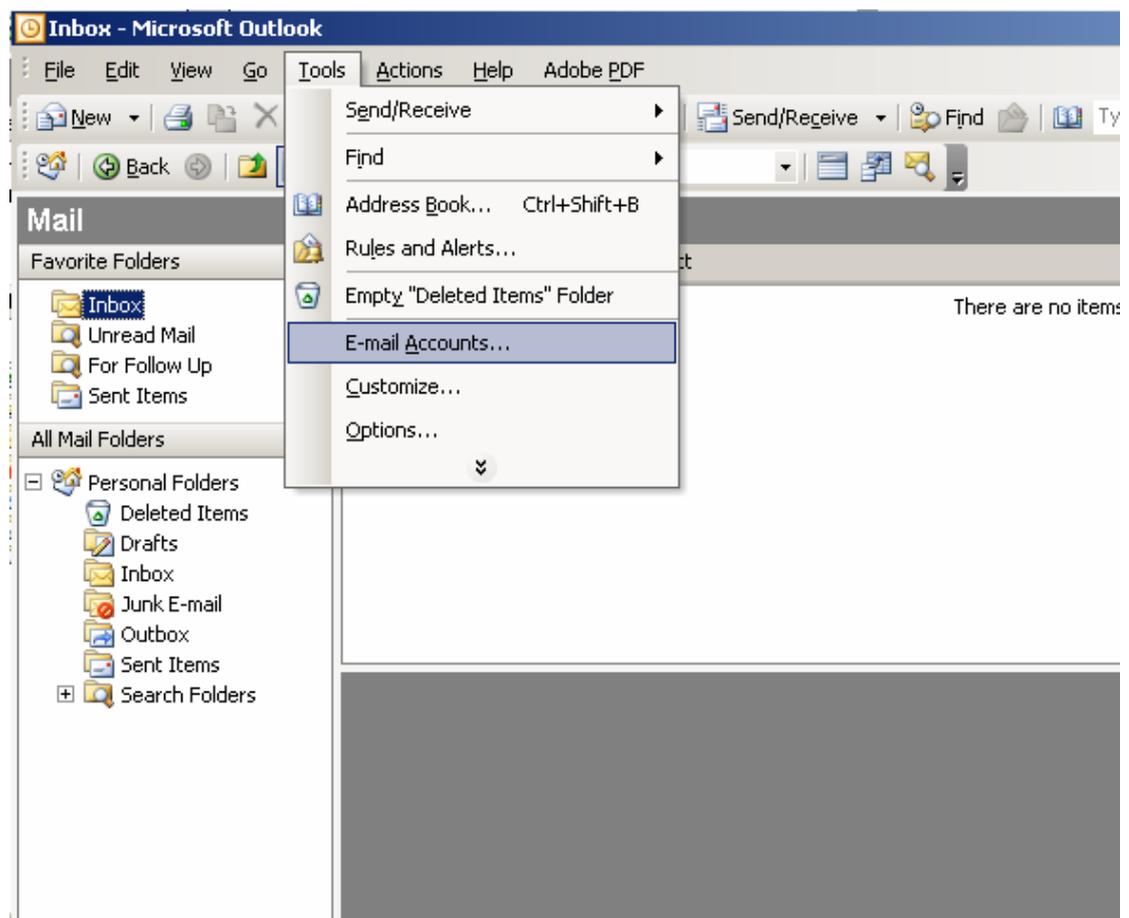


Setup Your Mail in Microsoft Outlook

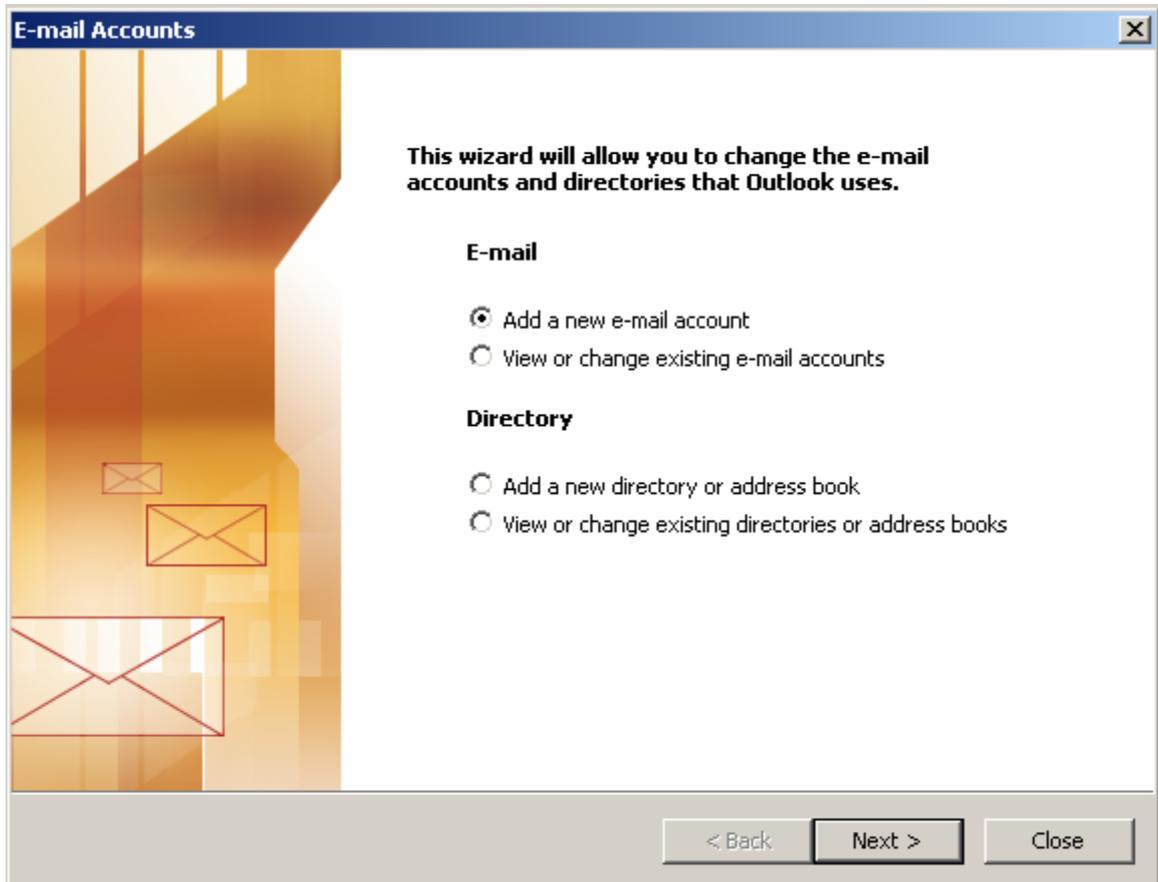
This tutorial shows you how to set up Microsoft Outlook to work with your e-mail account. This tutorial focuses on setting up Microsoft Outlook 2003, but these settings are similar in other versions of Microsoft Outlook. You can set up previous versions of Microsoft Outlook by using the settings in this tutorial.

To Set Up Your E-mail Account in Microsoft Outlook

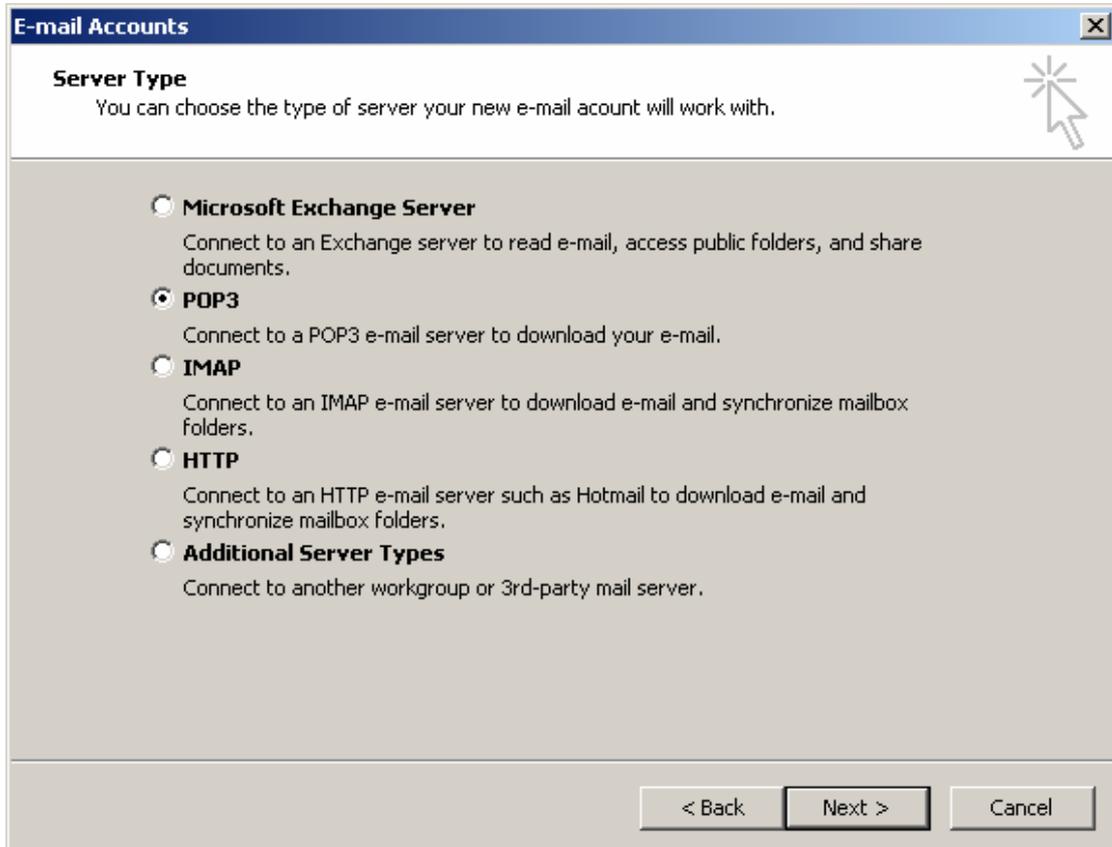
1. In Microsoft Outlook, select Tools > E-mail Accounts



2. On the E-mail Accounts wizard window, select "Add a new e-mail account" and click Next



3. For your server type, select "POP3" and click Next



4. On the Internet E-mail Settings (POP3) window, enter your information as follows:

Your Name

Enter your first and last name

E-mail Address

Enter your e-mail address

User Name

Enter your e-mail address, again

Password

Enter the password you set up for your e-mail account

Incoming mail server (POP3)

Enter your Luvo mail for your incoming mail server if you using Luvo Mail

Outgoing mail server (SMTP)

Enter Luvo mail for your outgoing mail server server if you using Luvo Mail

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:

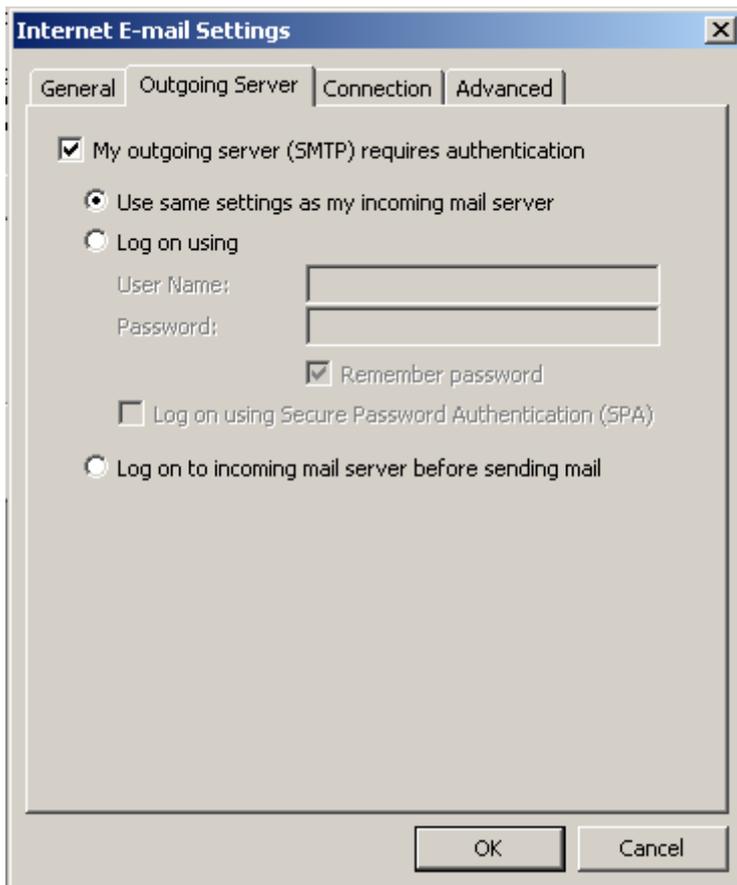
Remember password

Log on using Secure Password Authentication (SPA)

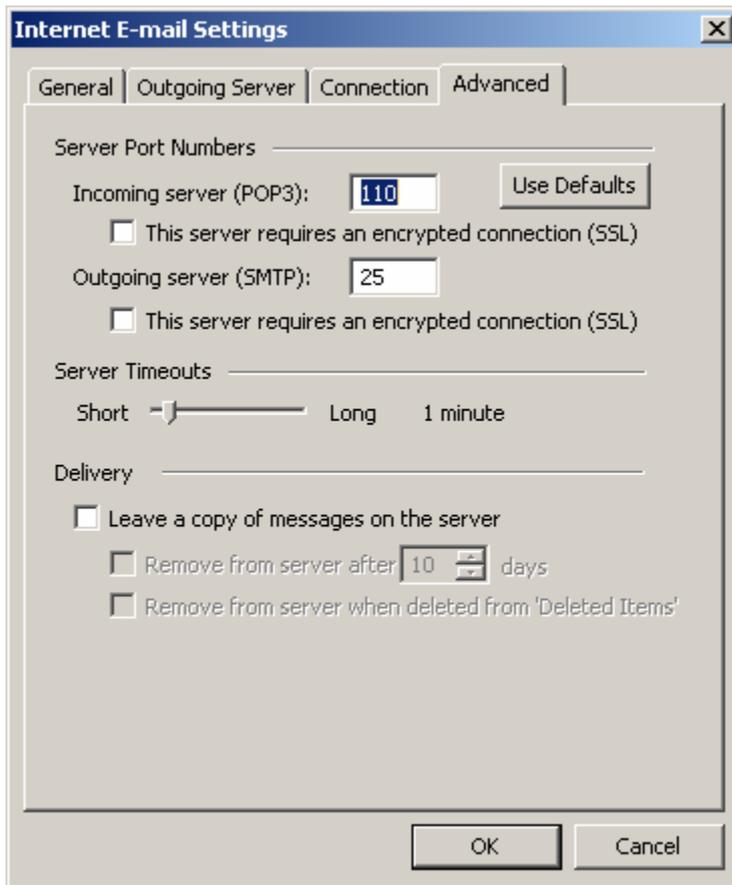
Test Settings

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

5. On the Internet E-mail Settings window, select the "Outgoing Server" tab
6. Select "My outgoing server (SMTP) requires authentication"
7. If you did not change the SMTP relay section, select "Use same settings as my incoming mail server". If you changed the user name and password in the SMTP relay section of your Manage Email Accounts page, select "Log on using" and enter the user name and password. The following example assumes you did not change your SMTP relay section in your Manage Email Accounts page



8. Select the "Advanced" tab and change the "Outgoing server (SMTP)" port to 25 or 3535.
9. Click OK.



10. Click Next and click Finish

