

Email Account Set Up

To set up your email account set up will require the following information;

Incoming Mail Server: mail.yourdomain.co.uk
Outgoing Mail Server: mail.yourdomain.co.uk
Username: joe.bloggs@yourdomain.co.uk
Password : <as supplied>

The preferred way of setting up your email account is to authenticate yourself on the outgoing mail server before sending mail. Not doing this may well cause problems when sending email.

The instructions below are for Microsoft Outlook Express; however the same actions must be taken in Microsoft Outlook although there may be fewer screens.

1. To do this open the properties sheet for the account you wish to change and check the 'My server requires authentication' box then click the Settings button.

The screenshot shows the 'mail.ty Properties' dialog box with the 'Servers' tab selected. The 'Server Information' section indicates the incoming mail server is a POP3 server. The 'Incoming mail (POP3):' and 'Outgoing mail (SMTP):' fields both contain 'mail.ty'. The 'Incoming Mail Server' section shows the 'Account name:' as 'test' and the 'Password:' as '****', with the 'Remember password' checkbox checked. The 'Outgoing Mail Server' section has the 'My server requires authentication' checkbox checked and a 'Settings...' button. The dialog box has 'OK', 'Cancel', and 'Apply' buttons at the bottom.

2. In the popup form select 'Log on using' then enter your full username (including domain) and your password and check the 'Remember password' box.



Outgoing Mail Server [?] [X]

Logon Information

Use same settings as my incoming mail server

Log on using

Account name:

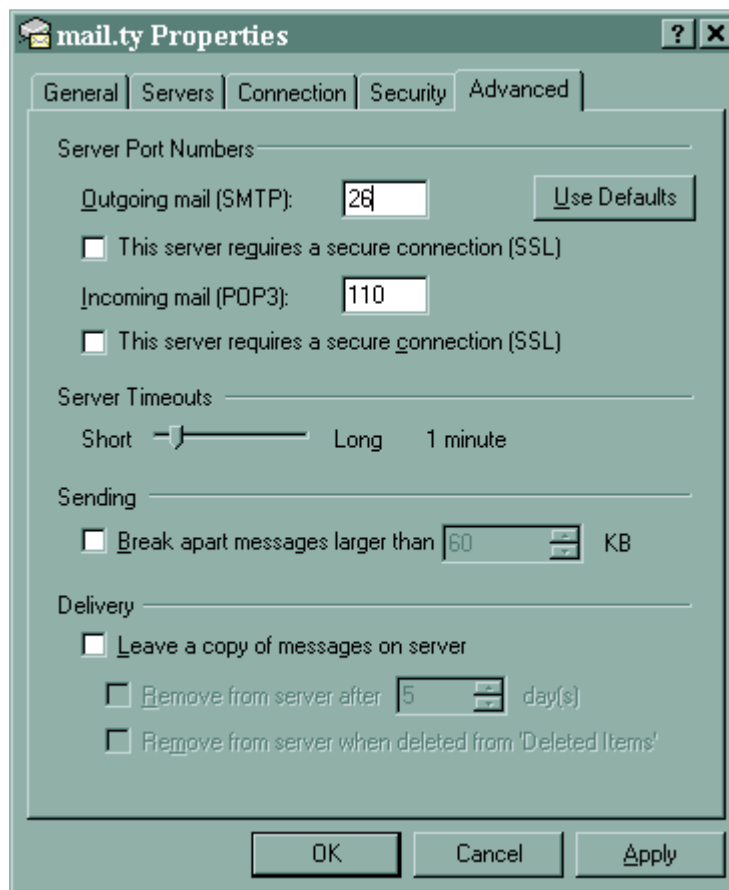
Password:

Remember password

Log on using Secure Password Authentication

OK Cancel

3. Some ISPs have been blocking Port 25 for outgoing email; we have therefore enabled port 26. It may be beneficial to make this change from the outset.



mail.ty Properties [?] [X]

General Servers Connection Security **Advanced**

Server Port Numbers

Outgoing mail (SMTP): Use Defaults

This server requires a secure connection (SSL)

Incoming mail (POP3):

This server requires a secure connection (SSL)

Server Timeouts

Short [Slider] Long 1 minute

Sending

Break apart messages larger than KB

Delivery

Leave a copy of messages on server

Remove from server after day(s)

Remove from server when deleted from 'Deleted Items'

OK Cancel Apply