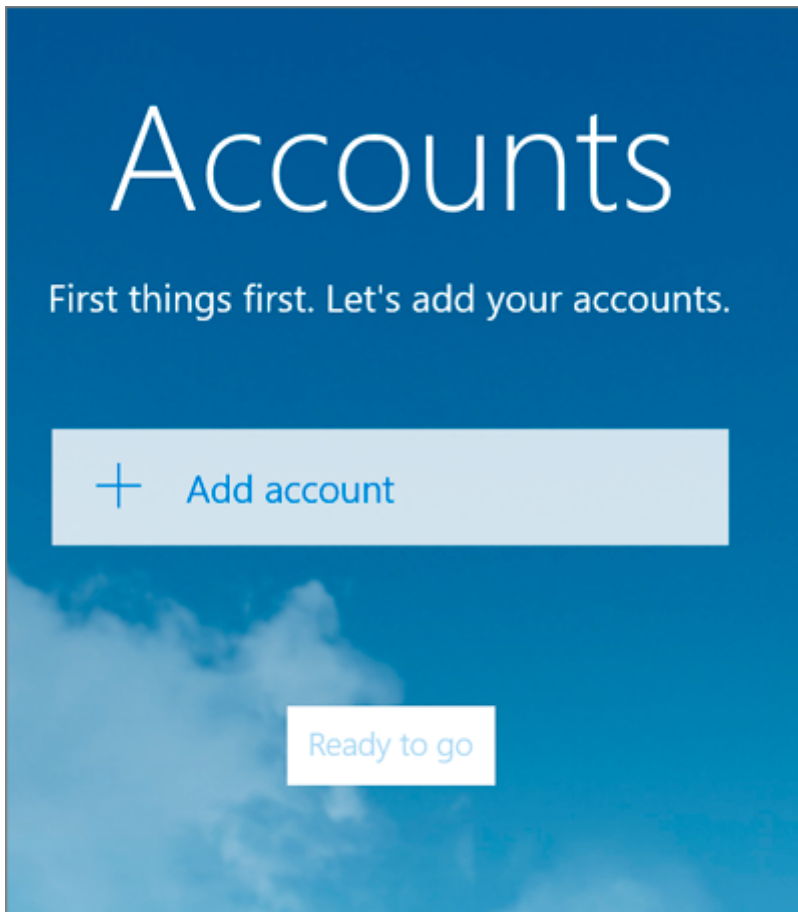
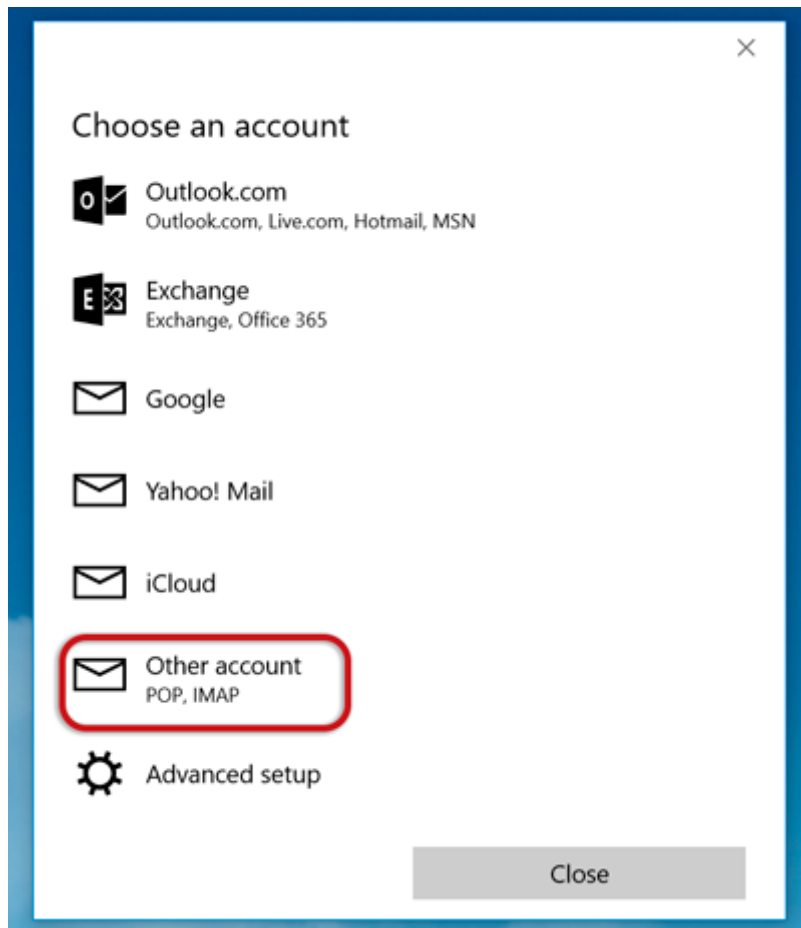


1. **Launch** Windows Mail

2. **Add Account**



3. Choose **Other account**



4. Insert your **Email address** and **Password** (*forgotten passwords can be **reset in konsoleH***)
  - Click **Sign-in**

Other account

Email address

name@example.com

Password

●●●●●●●●●●

We'll save this information, so you don't have to sign in every time.

Cancel Sign-in

5. Click **Sign-in** repeatedly until it changes to **Advanced**

Other account

Email address

name@example.com

Password

●●●●●●●●●●

We couldn't find info for that account. Make sure that the email address is correct and then try again.

To add account info manually, select Advanced.

Cancel Advanced

6. Provide the Account information

- **Incoming email server** starts with **mail.** and your domain name
- **Account type** is IMAP4
- **User name** is the full email address
- **Password** is your mailbox password
- **Outgoing (SMTP) mail server** starts with **smtp.** and your domain name
- **Tick** the first 2 blocks only
- > **Sign-in**



## Internet email account

Account name

Example

Your name

Name Surname

We'll send your messages using this name.

Incoming email server

mail.example.com

Account type

IMAP4

User name

name@example.com

Examples: kevinc, kevinc@contoso.com, domain\kevinc

Password

••••••••••

Outgoing (SMTP) email server

smtp.example.com

- Outgoing server requires authentication
- Use the same user name and password for sending email
- Require SSL for incoming email



7. All done!

