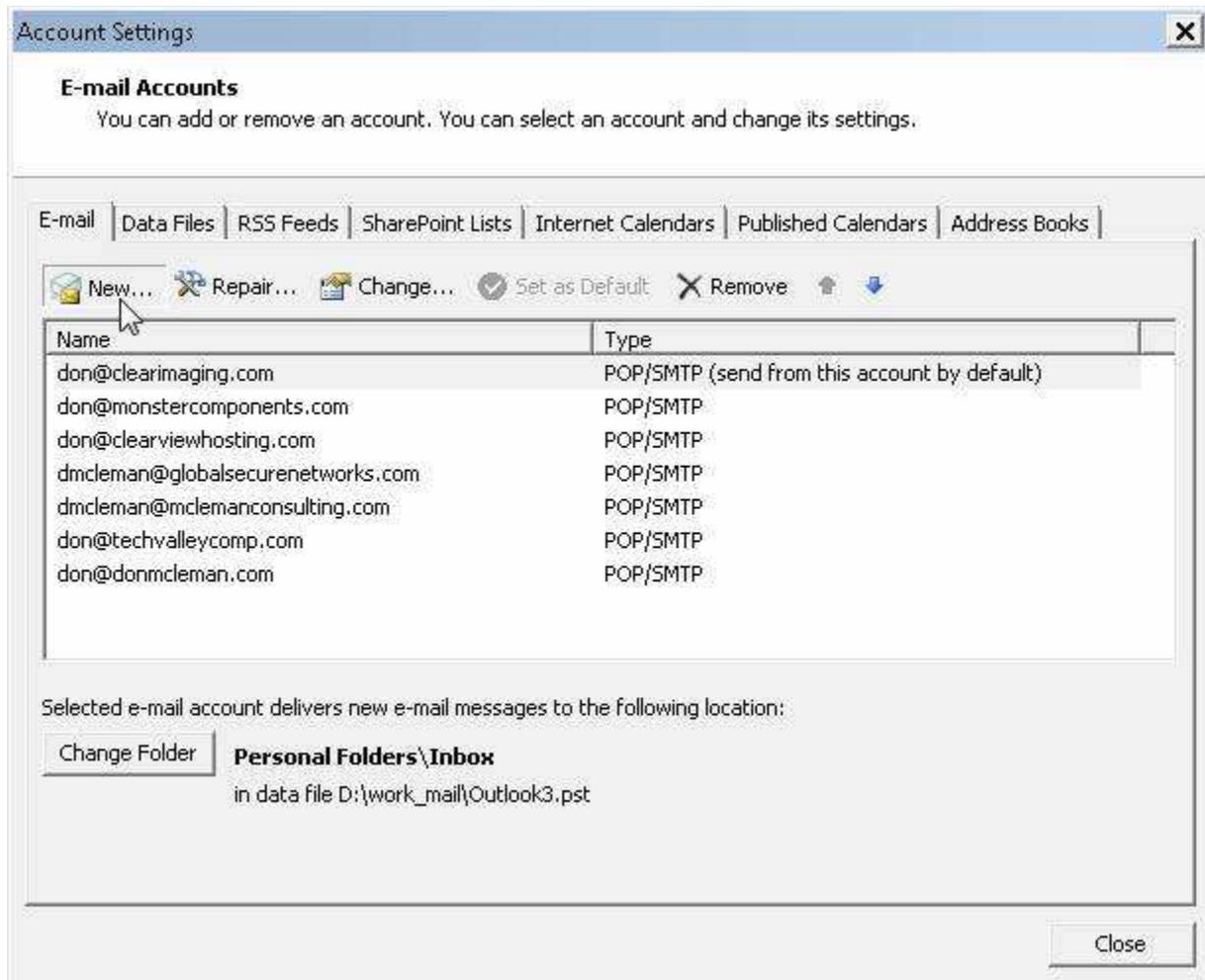


## Setup Procedure for Windows Outlook 2007

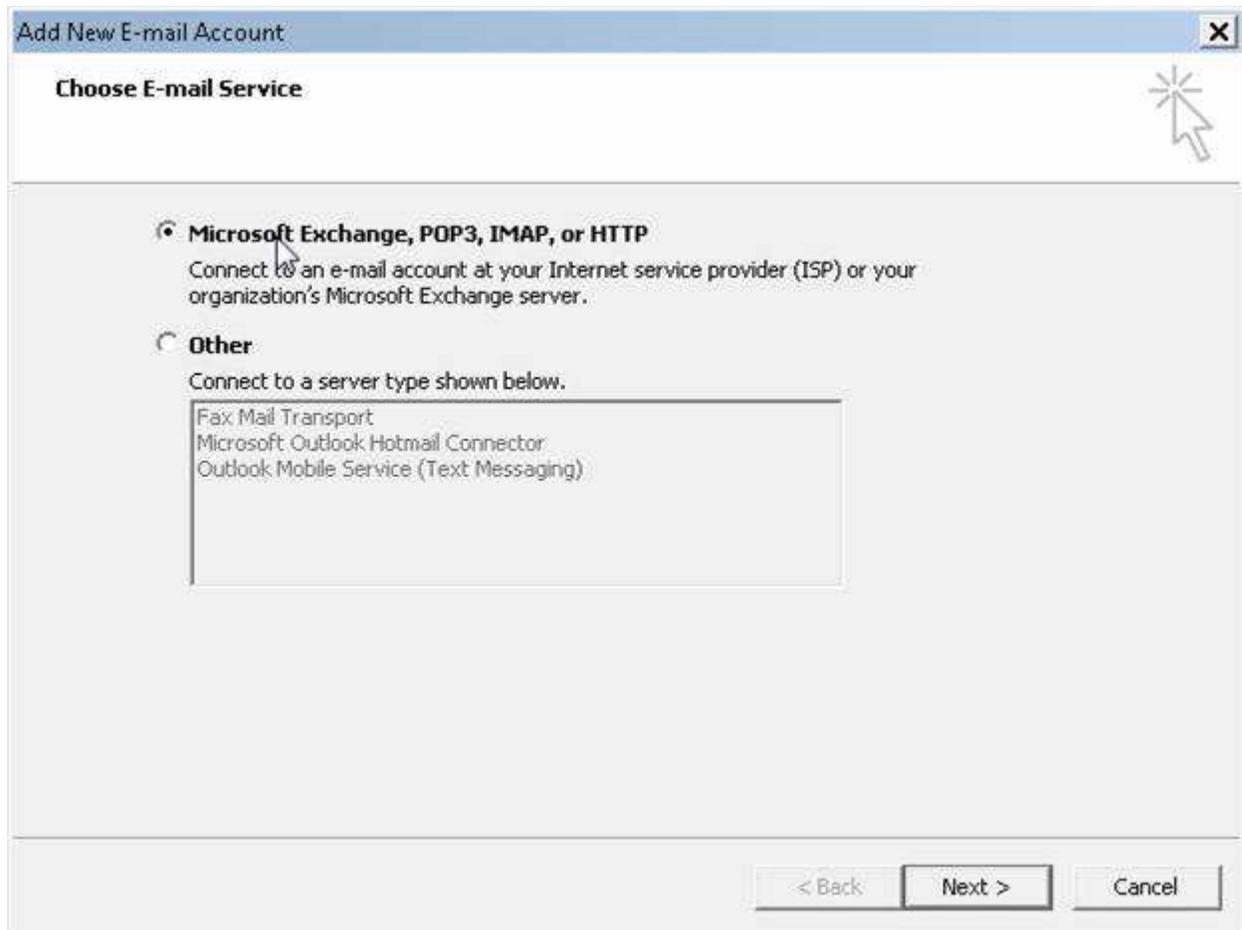
**For Outlook 2007 go to Tools Click on Account Settings**



Next Screen Click New



On Next Screen Select Microsoft Pop3



Then hit next

On next Screen Select Manually Configure

Add New E-mail Account ✕

**Auto Account Setup** 

Your Name:   
Example: Barbara Sankovic

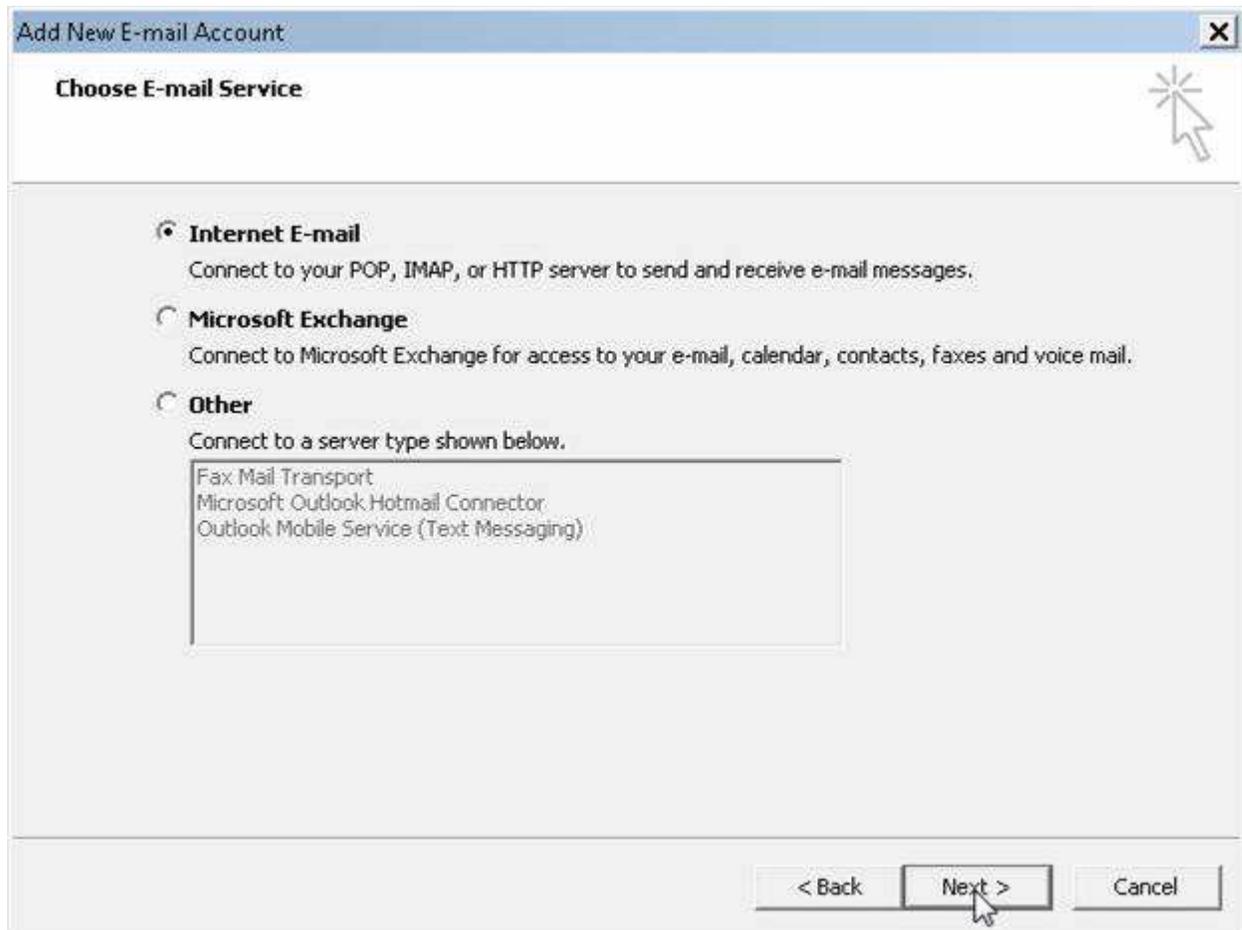
E-mail Address:   
Example: barbara@contoso.com

Password:   
Retype Password:   
Type the password your Internet service provider has given you.

 Manually configure server settings or additional server types

Hit Next

On Next Screen Make sure Internet E-Mail is selected



Hit Next

On this screen You will enter your information

Add New E-mail Account X

**Internet E-mail Settings**  
Each of these settings are required to get your e-mail account working. 

<b>User Information</b>		<b>Test Account Settings</b>
Your Name:	<input type="text" value="Your Name"/>	After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)
E-mail Address:	<input type="text" value="your e-mail address here"/>	
<b>Server Information</b>		<input type="button" value="Test Account Settings ..."/>
Account Type:	<input type="text" value="POP3"/>	
Incoming mail server:	<input type="text" value="mail.yourdomainname"/>	
Outgoing mail server (SMTP):	<input type="text" value="mail.yourdomainname"/>	
<b>Logon Information</b>		
User Name:	<input type="text" value="your e-mail address here"/>	
Password:	<input type="password"/>	
	<input checked="" type="checkbox"/> Remember password	
	<input type="checkbox"/> Require logon using Secure Password Authentication (SPA)	<input type="button" value="More Settings ..."/>

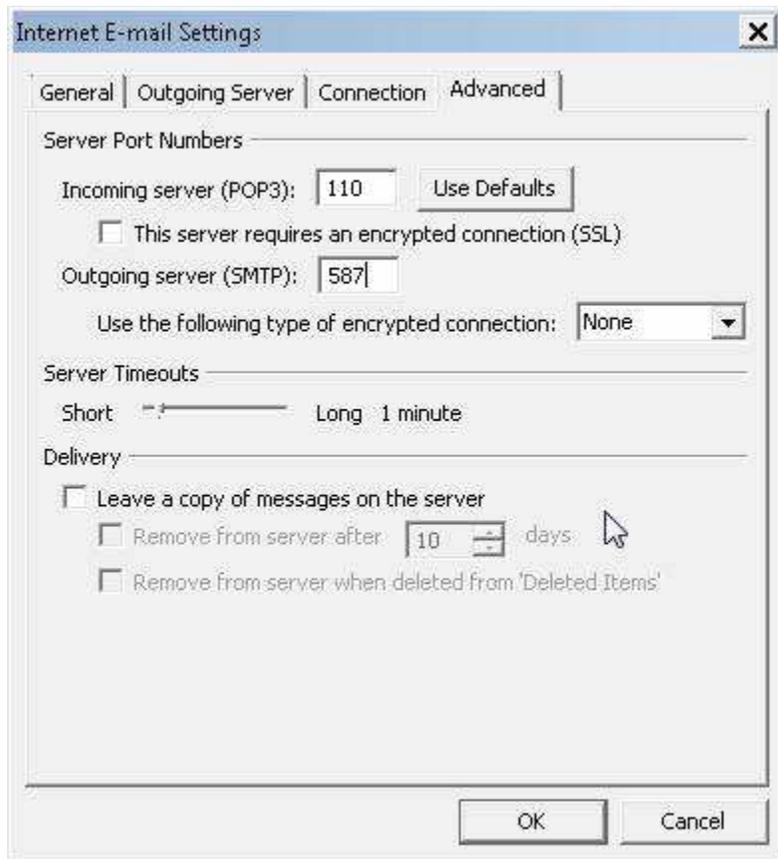
Click on More Settings Then tab at Top click on Outgoing Server



Make sure your settings are exactly like the above

Now Click on Advanced Tab

Change Outgoing SMTP port from 25 to 587 as shown below



Now Click OK

Then click Next at bottom and Then Finish and your all set. If you experience any problems please contact support at 512-814-7153. Please be in front of the effected computer when calling.