

HOME & BUSINESS

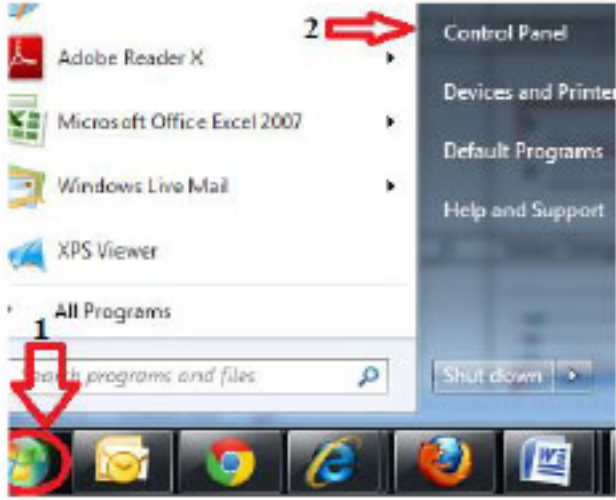
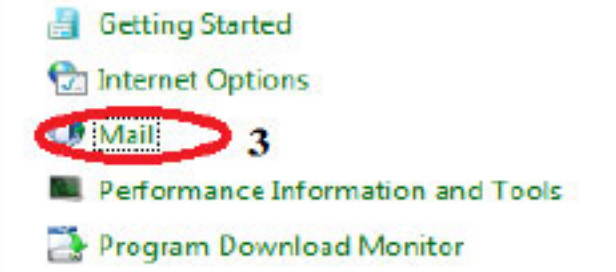
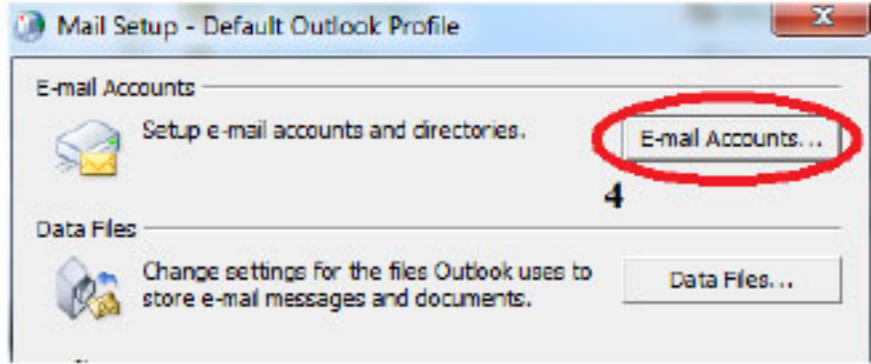
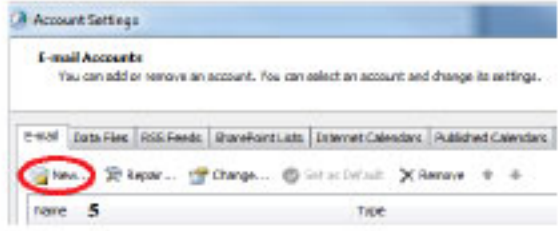
Setting up email

How to set up email on
MS Outlook

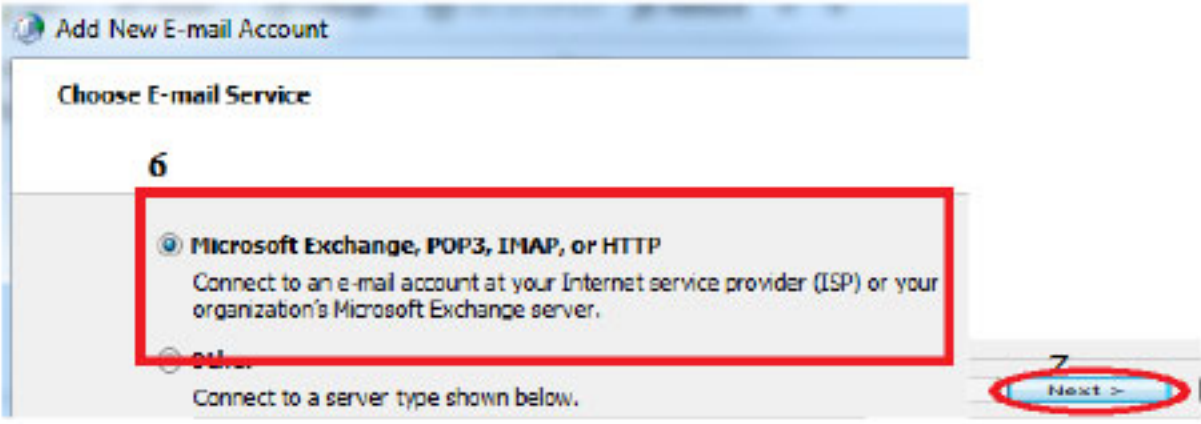
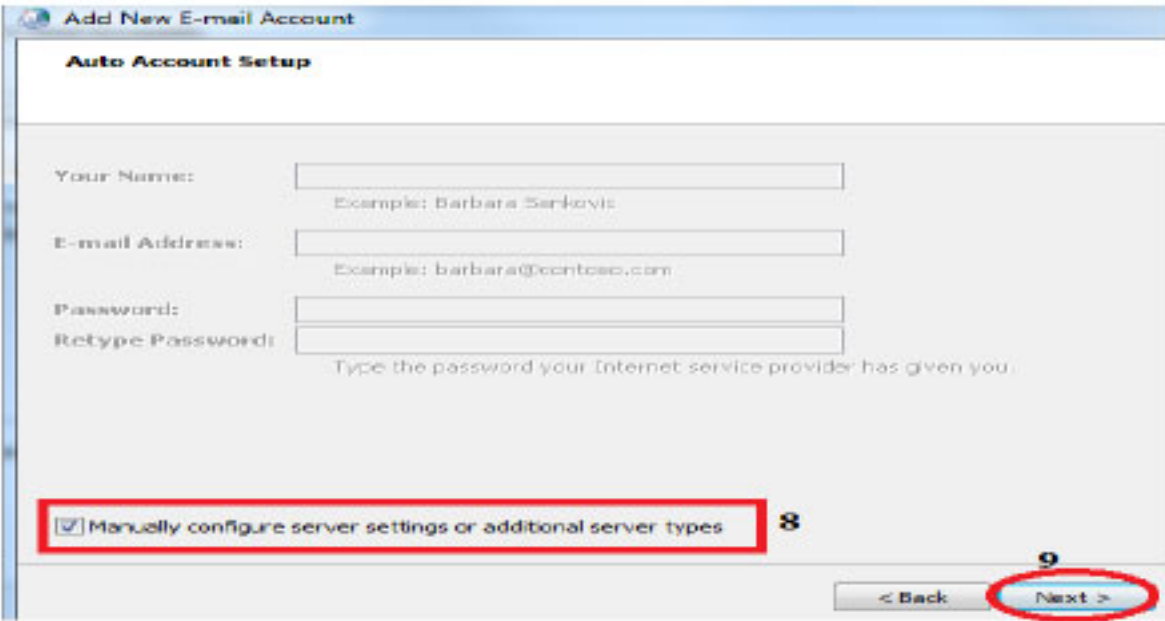
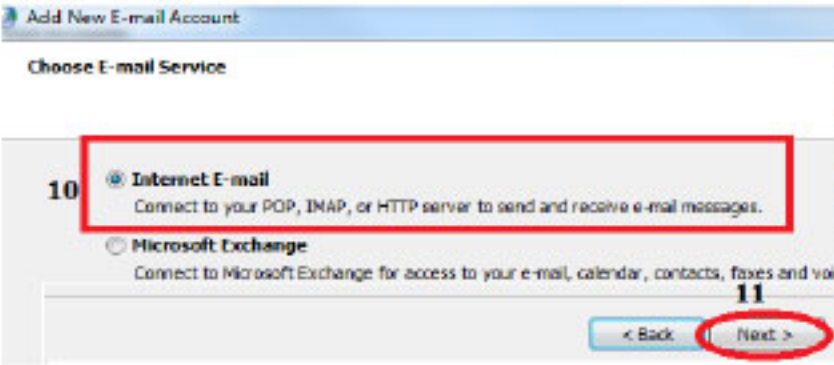
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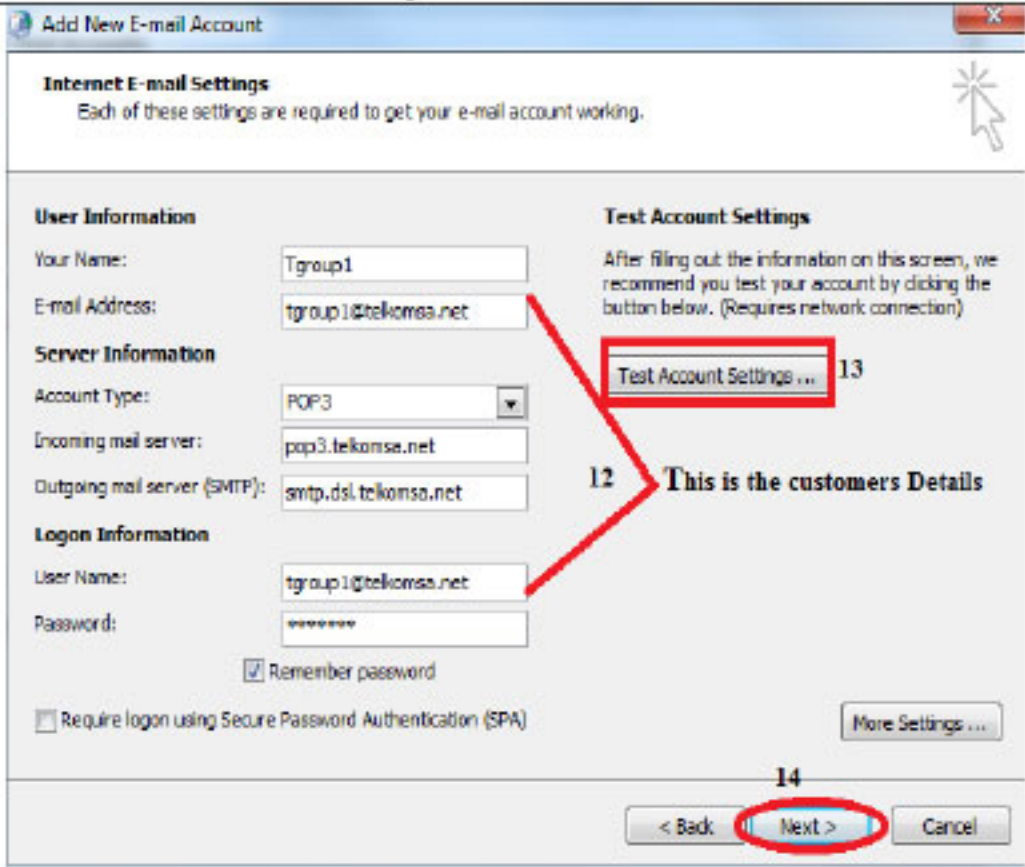
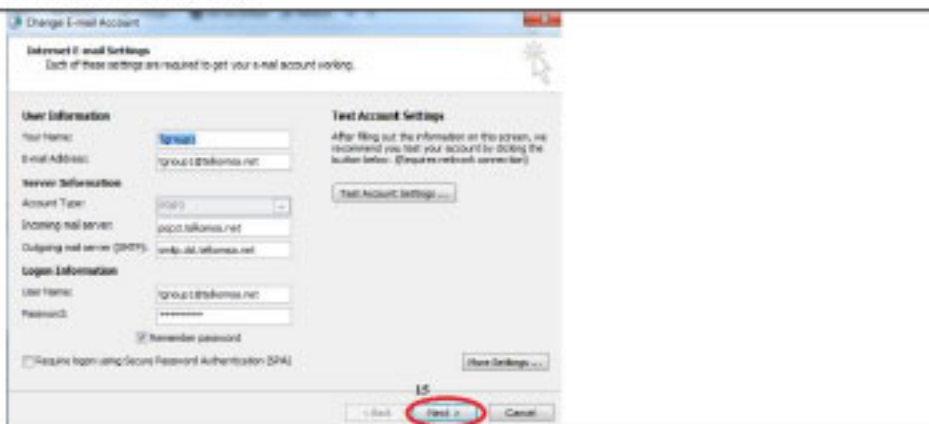
Email Configuration.

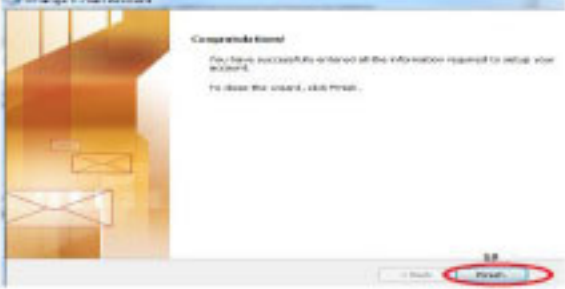
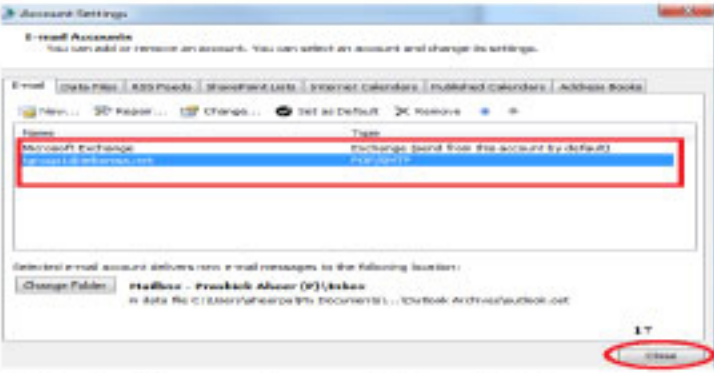
Setting a mailbox on Microsoft Outlook.

Steps	Actions
	
1	Click on the Start Button.
2	Then the Control Panel.
3	In the Control Panel Click on Mail.
	
4	Then Email Accounts on the Mail Setup.
	
5	Select New on the Account Settings
	

Setting a mailbox on Microsoft Outlook. *Continued*

Steps	Actions
6	Select POP3
	 <p>The screenshot shows the 'Add New E-mail Account' dialog box with the 'Choose E-mail Service' section. The option 'Microsoft Exchange, POP3, IMAP, or HTTP' is selected and highlighted with a red box. A red circle highlights the 'Next >' button.</p>
7	Click Next.
8	Enable Manually Configure Server Settings on the Auto Account Setup
	 <p>The screenshot shows the 'Add New E-mail Account' dialog box with the 'Auto Account Setup' section. The checkbox 'Manually configure server settings or additional server types' is checked and highlighted with a red box. A red circle highlights the 'Next >' button.</p>
9	Click Next
10	Select Internet E-Mail
	 <p>The screenshot shows the 'Add New E-mail Account' dialog box with the 'Choose E-mail Service' section. The option 'Internet E-mail' is selected and highlighted with a red box. A red circle highlights the 'Next >' button.</p>
11	Click Next.

Steps	Actions
12	<p>Fill in the necessary Customers Details for the Mailbox.</p>
	 <p>12 This is the customers Details</p> <p>13</p> <p>14</p>
13	<p>The outgoing server for a Dial-up connection is smtp.telkomsa.net</p>
13	<p>Click Test Account Settings to verify if mailbox Details are correct. All Task on the Test must be Correct.</p>
14	<p>Click Close once Test is completed without Errors.</p>
15	<p>Click Next.</p>
	 <p>14</p> <p>15</p>

16	<p>Click on Finish.</p>
	
17	<p>On this Screen the Email Account will appear which has been setup</p>
	 <p>Click Close to end the Setup.</p>
18	<p>Open Microsoft Outlook to Send and Receive emails.</p>
	