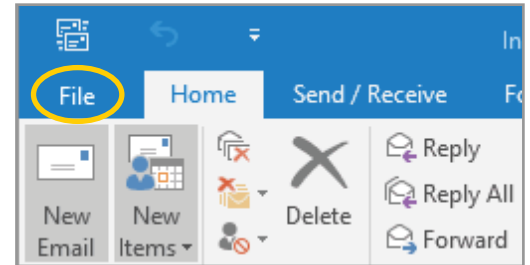
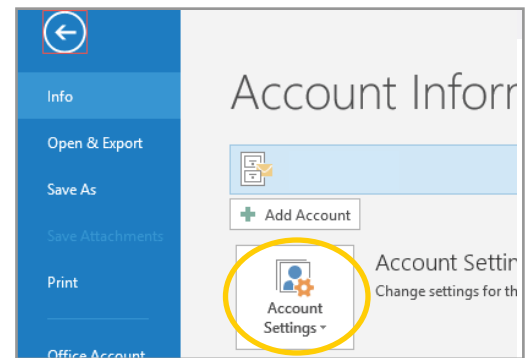


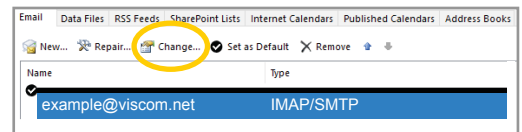
step 1 Start by clicking **FILE** in the top left corner.



step 2 Once you're on the info page, click **ACCOUNT SETTINGS**. Then select **ACCOUNT SETTINGS** from the drop-down menu.



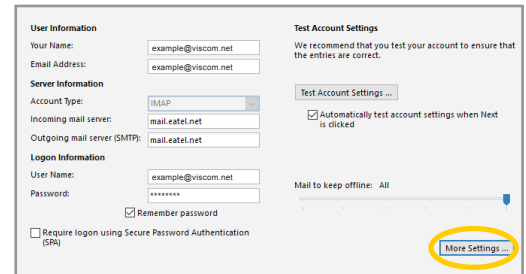
step 3 Select your email account from the list and click **CHANGE**.



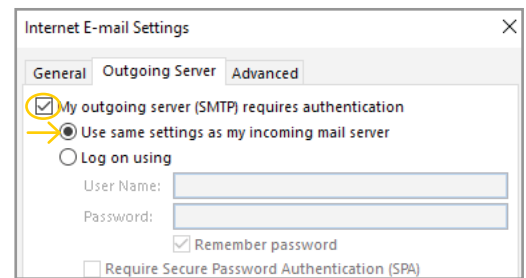
step 4 Check Server Settings
 EMAIL ADDRESS: your **full email address** should be here
 ACCOUNT TYPE: **IMAP**
 We recommend using IMAP as it can help prevent email loss.
 INCOMING MAIL SERVER: **mail.eatel.net**
 OUTGOING MAIL SERVER: **mail.eatel.net**
 USER NAME: your **full email address** should be here

User Information		Test Account Settings
Your Name:	<input type="text" value="example@viscom.net"/>	We recommend that the entries are correct.
Email Address:	<input type="text" value="example@viscom.net"/>	
Server Information		Test Account Settings
Account Type:	<input type="text" value="IMAP"/>	<input type="checkbox"/> Test Account Settings is clicked
Incoming mail server:	<input type="text" value="mail.eatel.net"/>	<input checked="" type="checkbox"/> Automatic download is checked
Outgoing mail server (SMTP):	<input type="text" value="mail.eatel.net"/>	
Logon Information		Mail to keep offline
User Name:	<input type="text" value="example@viscom.net"/>	
Password:	<input type="password" value="*****"/>	
<input checked="" type="checkbox"/> Remember password		
<input type="checkbox"/> Require logon using Secure Password Authentication (SPA)		

step 5 Click **MORE SETTINGS** located at the bottom right corner of this screen.

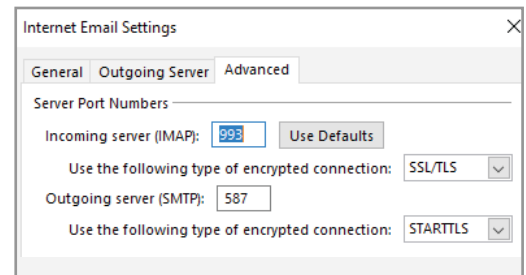


step 6 Click on the **OUTGOING SERVER TAB** and verify the following settings:
MY OUTGOING SERVER (SMTP) REQUIRES AUTHENTICATION is **CHECKED**



USE SAME SETTINGS AS MY INCOMING MAIL SERVER is **SELECTED**.

step 7 Click on the **ADVANCED TAB** and verify the following settings:
INCOMING SERVER (IMAP): 993
 Use the following type of encrypted connection:
 select **SSL/TLS** from the drop-down list



OUTGOING SERVER (SMTP): 587
 Use the following type of encrypted connection:
 select **STARTTLS** from the drop-down list.

step 8 After you have verified all of the information is correct, you can click **OK** at the bottom of each window to save these settings.