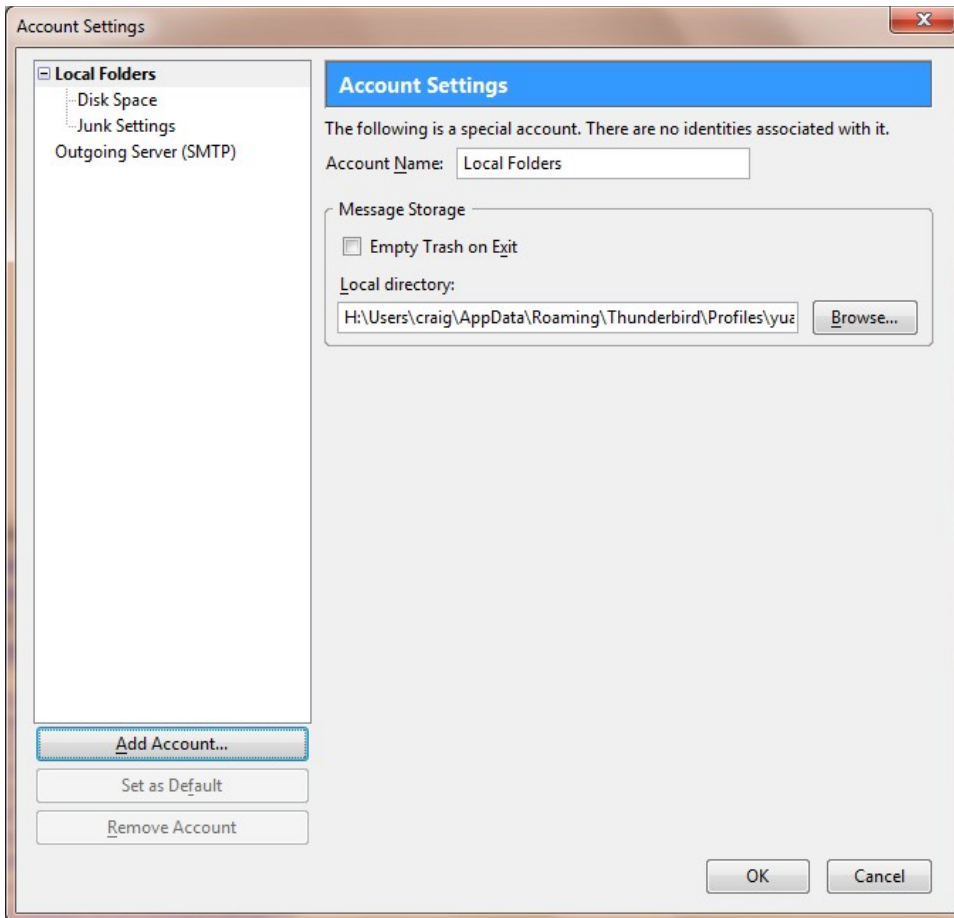




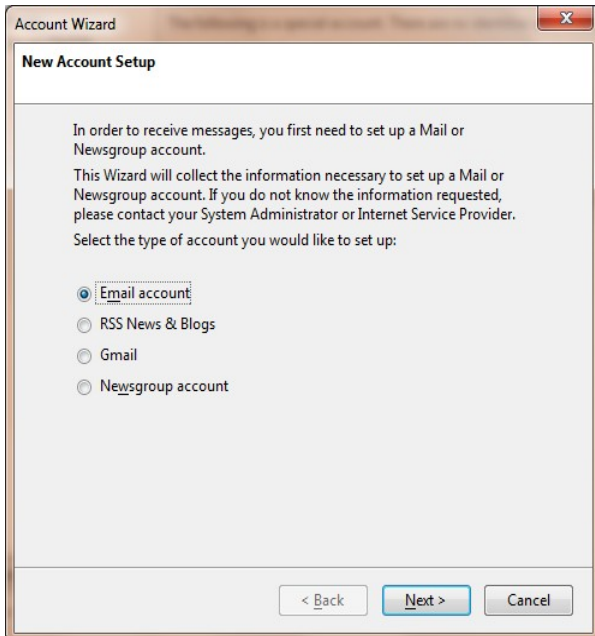
Thunderbird POP3 EMAIL ACCOUNT CONFIGURATION

1. Click the **Tools** menu and select **Account Settings**
2. Click **Add Account**

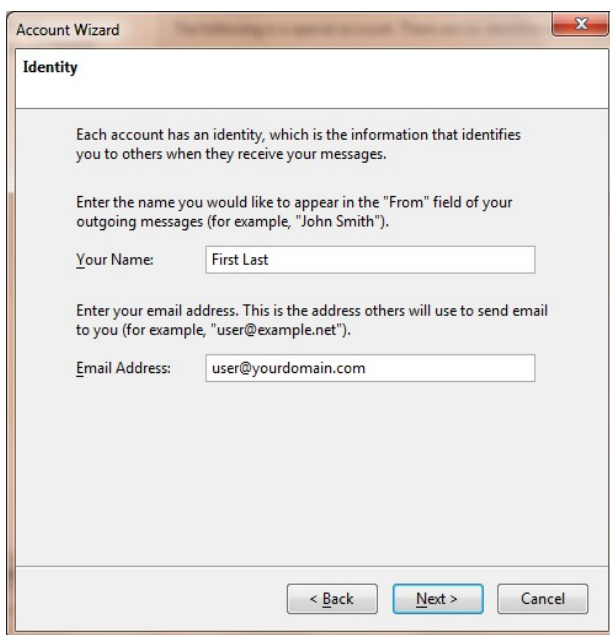




3. Select **“Email account”**, and click Next.



4. Enter **your full name** and **e-mail address** that you want to use, then click **Next**.





5. Server Information Window.

Select **POP** as the incoming server.

Next enter the **incoming mail server name** as provided in your **Erado Welcome Kit**.

Next check the **“Use Global Inbox”**

Next enter the **outgoing mail server name** as provided in your welcome kit

and click **Next**.

A screenshot of a Windows-style dialog box titled "Account Wizard" with a close button (X) in the top right corner. The window has a title bar and a main content area. The content area is titled "Server Information" and contains the following text and controls:

Select the type of incoming server you are using.

POP IMAP

Enter the name of your incoming server (for example, "mail.example.net").

Incoming Server:

Uncheck this checkbox to store mail for this account in its own directory. That will make this account appear as a top-level account. Otherwise, it will be part of the Local Folders Global Inbox account.

Use Global Inbox (store mail in Local Folders)

Your existing outgoing server (SMTP), "mail.erado.com", will be used. You can modify outgoing server settings by choosing Account Settings from the Tools menu.

At the bottom of the window, there are three buttons: "< Back", "Next >" (highlighted with a blue border), and "Cancel".



6. In the **User Names** window, enter **your email address** as the “Incoming User Name” and Click **Next**.

A screenshot of a software window titled "Account Wizard" with a close button (X) in the top right corner. The window's main content area is titled "User Names". Below the title, there is a text instruction: "Enter the incoming user name given to you by your email provider (for example, 'jsmith')." Below this instruction is a text input field with the label "Incoming User Name:" and the text "user@yourdomain.com" entered. Below the input field, there is another text instruction: "Your existing outgoing (SMTP) username, 'craig@erado.com', will be used. You can modify outgoing server settings by choosing Account Settings from the Tools menu." At the bottom of the window, there are three buttons: "< Back", "Next >" (highlighted in blue), and "Cancel".



7. Confirm the **account name** is your **email address** and click **Next**.

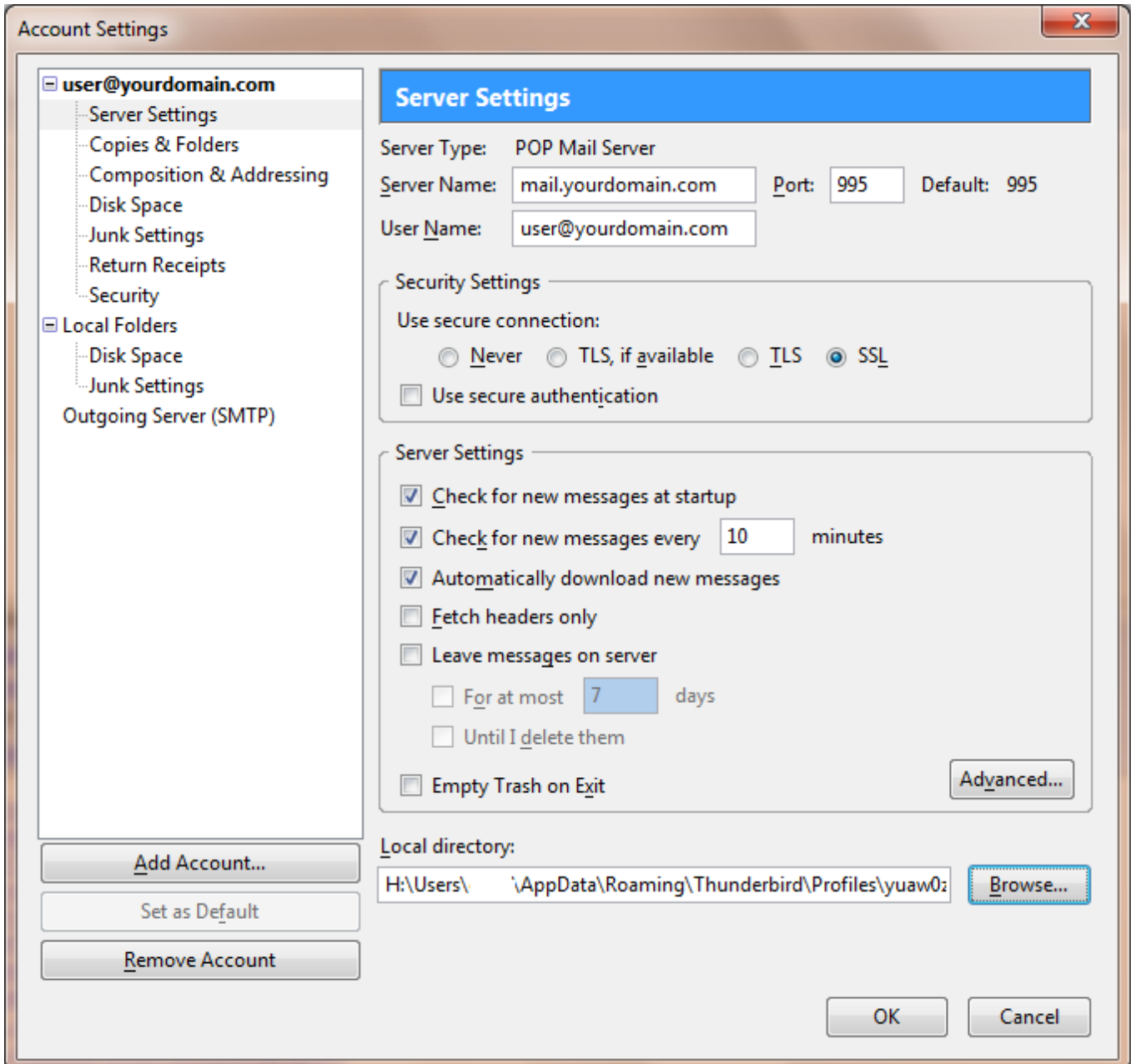
A screenshot of a Windows-style dialog box titled "Account Wizard". The dialog has a title bar with a close button (X) in the top right corner. Below the title bar, the text "Account Name" is displayed. The main area contains the instruction: "Enter the name by which you would like to refer to this account (for example, 'Work Account', 'Home Account' or 'News Account')." Below this instruction is a text input field with the label "Account Name:" and the text "user@yourdomain.com" entered. At the bottom of the dialog, there are three buttons: "< Back", "Next >" (highlighted in blue), and "Cancel".

then click **Next and Finish**.



8. Next On the left side of the screen click "Server Setting"

Next under "Security Settings" click **SSL and make sure the Port: is set to 995 and then OK.**





9. Next in the left window click on “**Outgoing Server (SMTP)**”

Under Settings change the “**Port**” to **587**

Under Security and Authentication

check “**Use name and password**” and enter your email address for the User Name

Next click “**TLS if available**”

A screenshot of a Windows-style dialog box titled "SMTP Server". The dialog is divided into two sections: "Settings" and "Security and Authentication". In the "Settings" section, there are three input fields: "Description" with the value "mail.yourdomain.com", "Server Name" with the value "mail.yourdomain.com", and "Port" with the value "587" (the default is "25"). In the "Security and Authentication" section, the checkbox "Use name and password" is checked. Below it, the "User Name" field contains "user@yourdomain.com". At the bottom of this section, there are four radio buttons for "Use secure connection": "No", "TLS, if available" (which is selected), "TLS", and "SSL". At the bottom of the dialog are "OK" and "Cancel" buttons.

Your account is now setup.