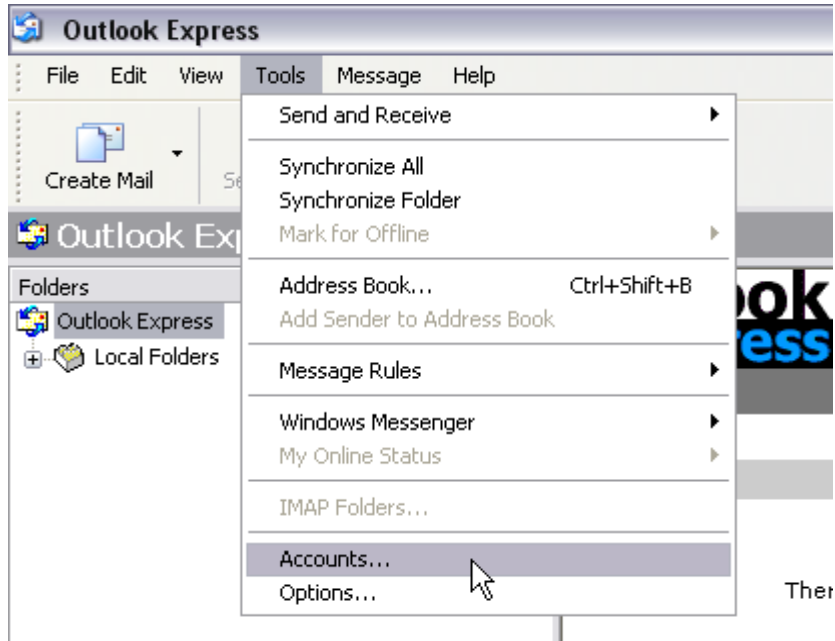
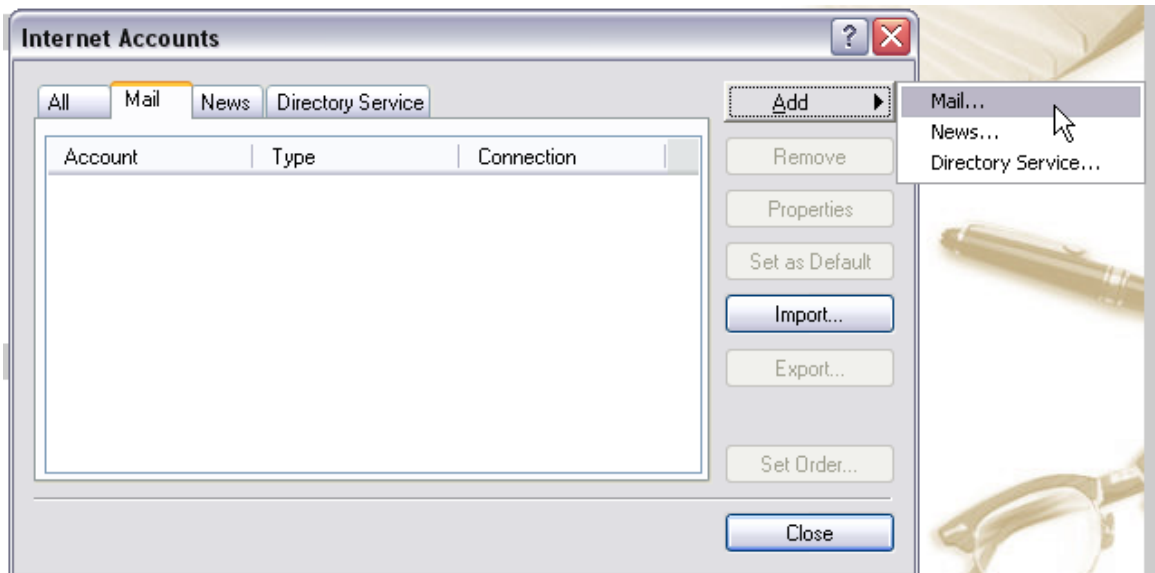


# Outlook Express Setup

1. From the **Tools** menu, select **Accounts**.



2. From the **Mail** tab, select **Add**, then select **Mail**.



3. On the **Your Name** page of the Internet Connection Wizard, enter your name and then click **Next**.



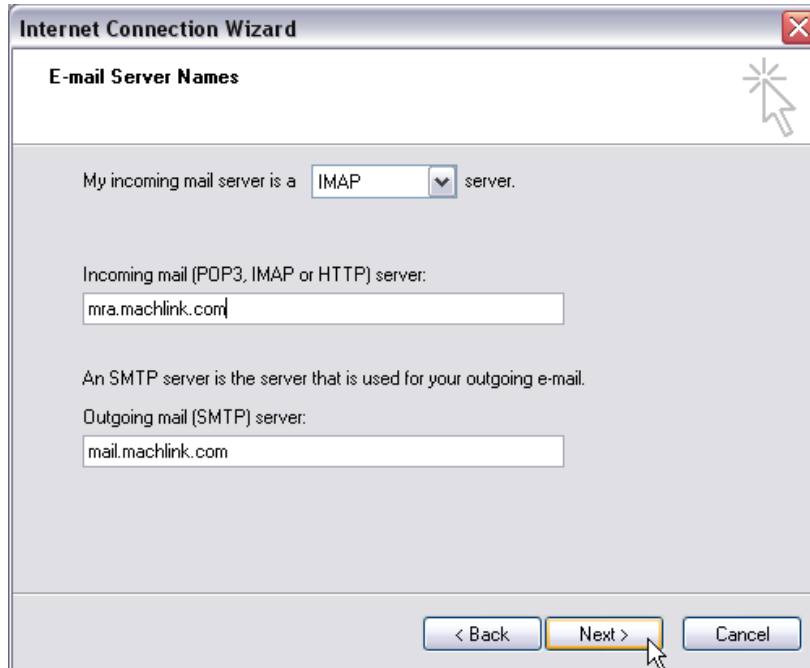
The screenshot shows the 'Your Name' page of the Internet Connection Wizard. The window title is 'Internet Connection Wizard'. The page title is 'Your Name'. Below the title, there is a mouse cursor icon. The main text reads: 'When you send e-mail, your name will appear in the From field of the outgoing message. Type your name as you would like it to appear.' Below this text is a text input field labeled 'Display name:' containing the text 'Your Name'. Below the input field is the text 'For example: John Smith'. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is highlighted with a yellow border and a mouse cursor is pointing at it.

4. On the **Internet E-mail Address** page, enter your complete email address. Make sure that your email is spelled correctly and is all in lower case (no capital letters) and then click on **Next**.



The screenshot shows the 'Internet E-mail Address' page of the Internet Connection Wizard. The window title is 'Internet Connection Wizard'. The page title is 'Internet E-mail Address'. Below the title, there is a mouse cursor icon. The main text reads: 'Your e-mail address is the address other people use to send e-mail messages to you.' Below this text is a text input field labeled 'E-mail address:' containing the text 'your\_email@machlink.com'. Below the input field is the text 'For example: someone@microsoft.com'. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is highlighted with a yellow border and a mouse cursor is pointing at it.

5. On the **Email Server Names** page, input the following information:
  - a. **My incoming mail server:** IMAP
  - b. **Incoming mail:** mra.machlink.com
  - c. **Outgoing server:** mail.machlink.com



The screenshot shows the 'Internet Connection Wizard' window with the 'E-mail Server Names' tab selected. The window title is 'Internet Connection Wizard'. The main content area contains the following text and fields:

- 'My incoming mail server is a  server.'
- 'Incoming mail (POP3, IMAP or HTTP) server:' followed by a text box containing 'mra.machlink.com'.
- 'An SMTP server is the server that is used for your outgoing e-mail.'
- 'Outgoing mail (SMTP) server:' followed by a text box containing 'mail.machlink.com'.

At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'. A mouse cursor is pointing at the 'Next >' button.

6. Under the **Internet Mail Logon** page, enter your **Account Name** (email address without "@machlink.com"), and **Password**.

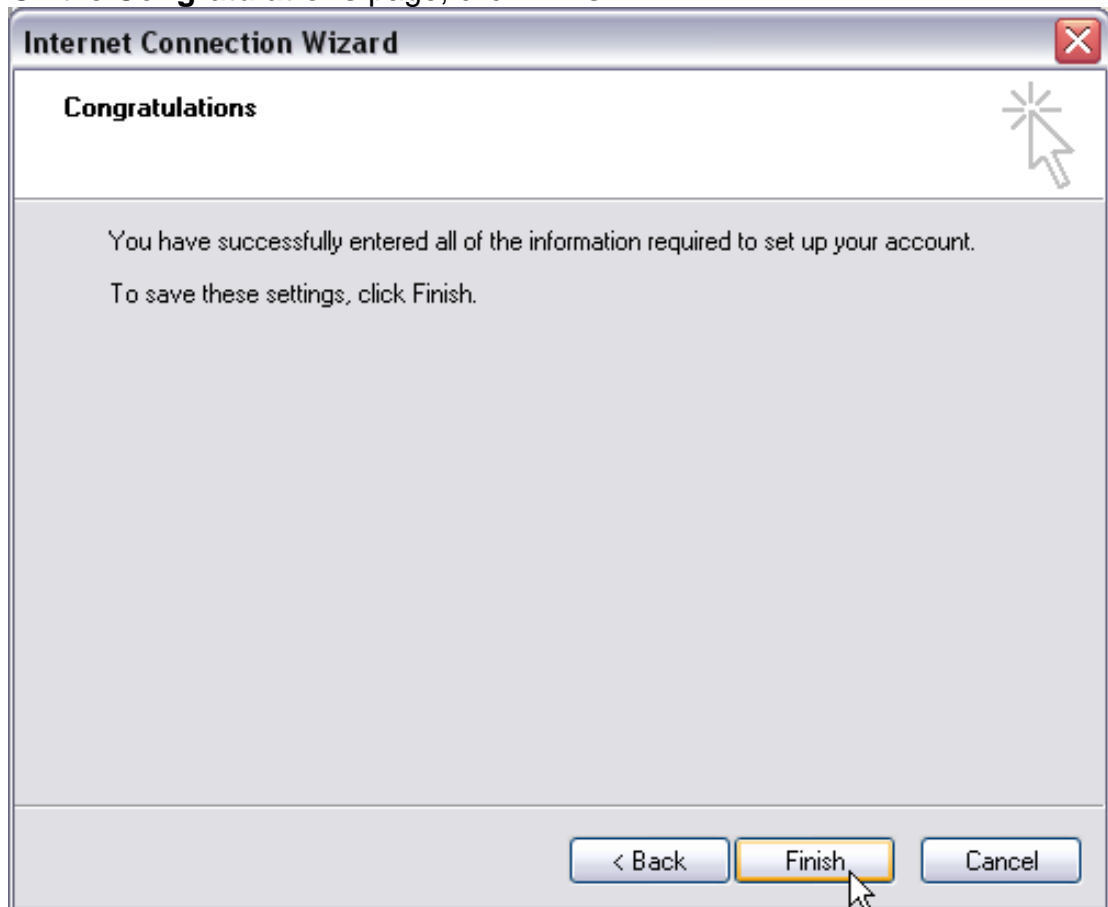


The screenshot shows the 'Internet Connection Wizard' window with the 'Internet Mail Logon' tab selected. The window title is 'Internet Connection Wizard'. The main content area contains the following text and fields:

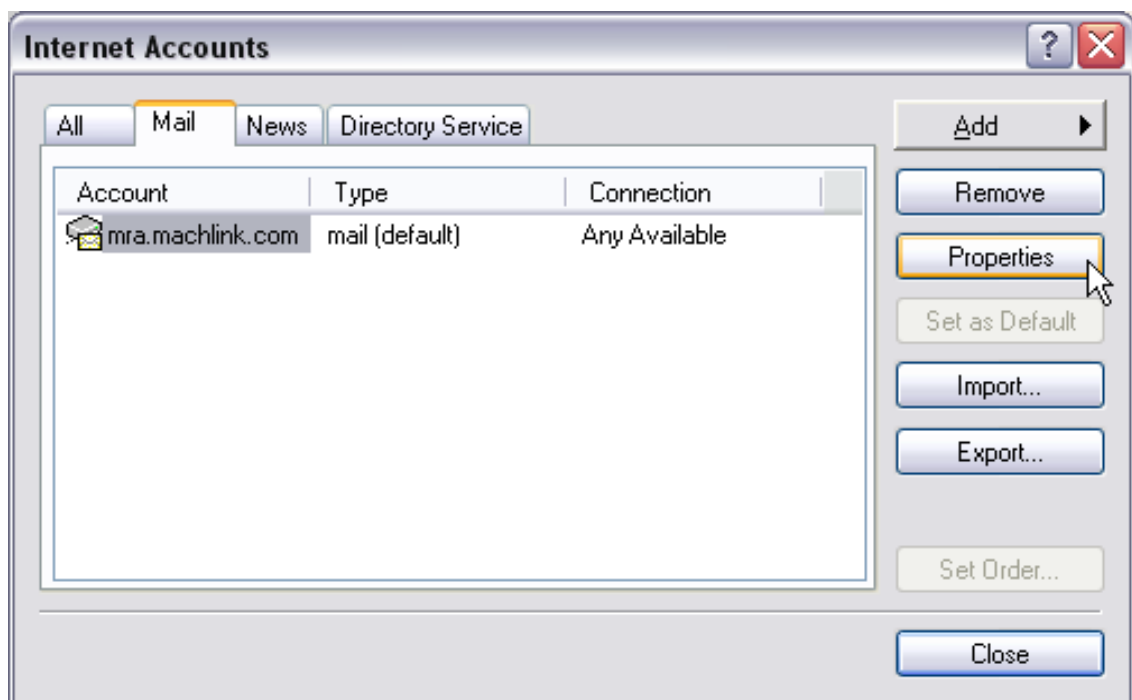
- 'Type the account name and password your Internet service provider has given you.'
- 'Account name:' followed by a text box containing 'your\_email'.
- 'Password:' followed by a text box containing ten dots.
- A checked checkbox labeled 'Remember password'.
- Text: 'If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box.'
- An unchecked checkbox labeled 'Log on using Secure Password Authentication (SPA)'.

At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'. A mouse cursor is pointing at the 'Next >' button.

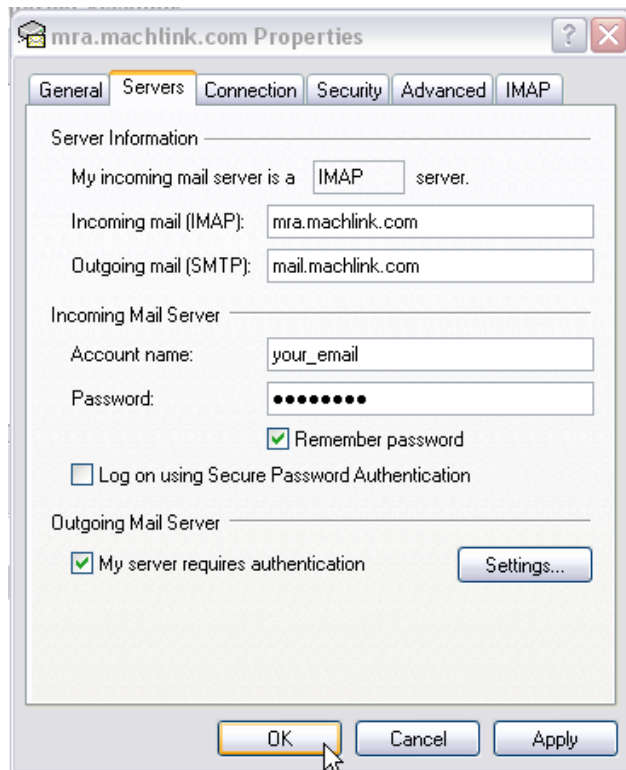
7. On the **Congratulations** page, click **Finish**.



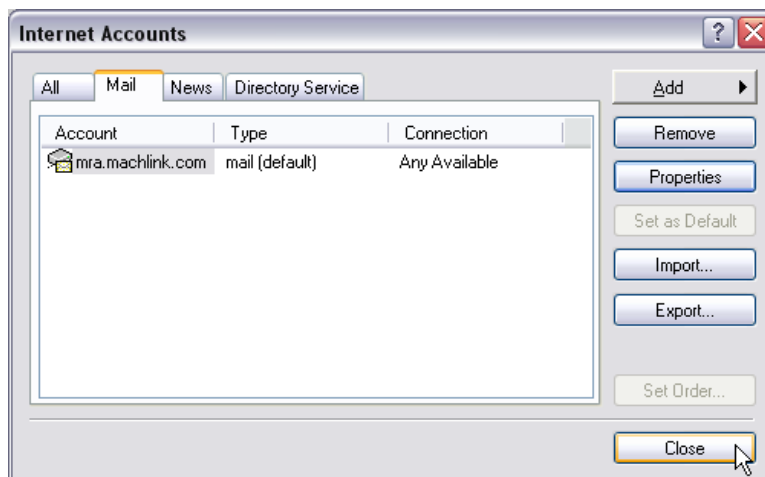
8. Highlight **mra.machlink.com**, and then click **Properties**.



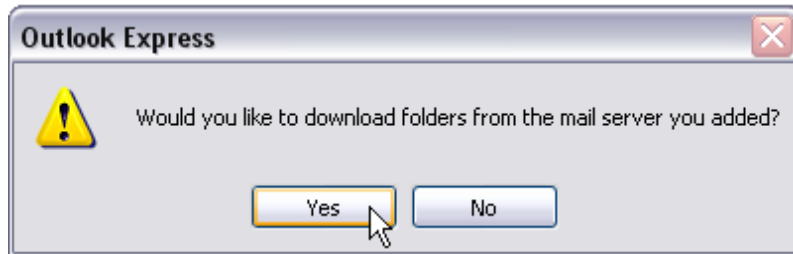
9. On the **Servers** tab, check **My server requires authentication**, then click **OK**.



10. Click **Close**.



11. Click **Yes**.



12. Your setup is now complete!