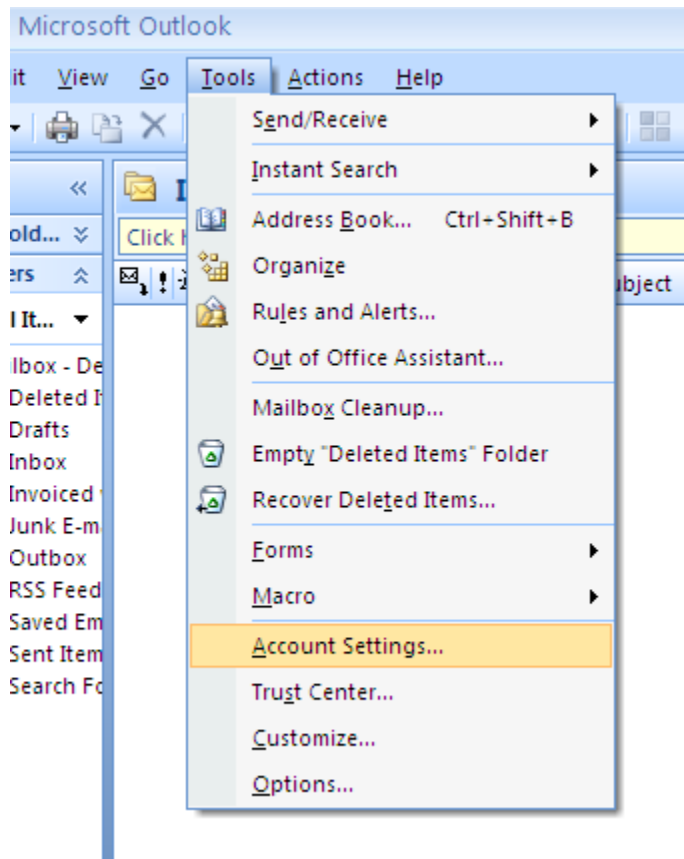
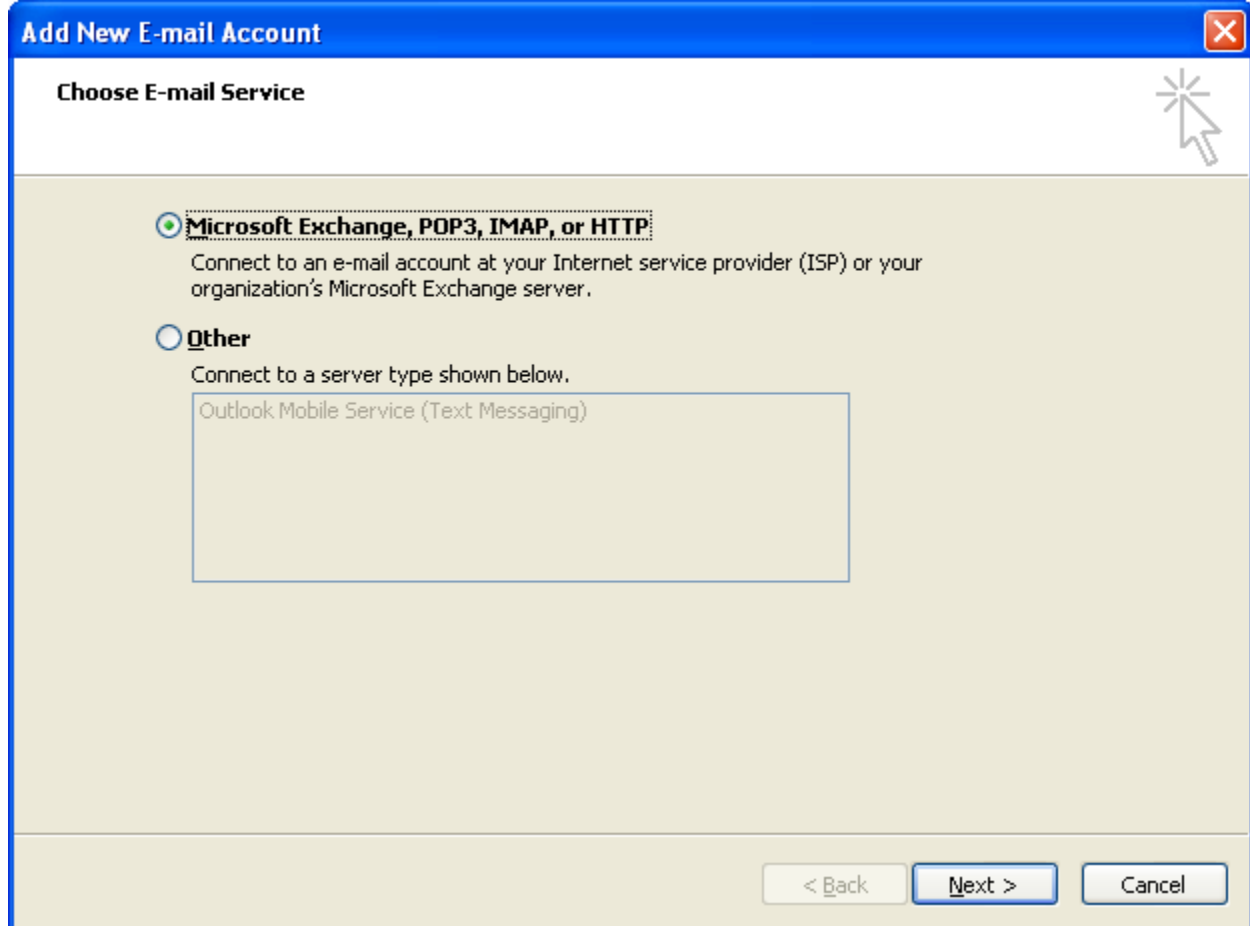


Step 1: Open Microsoft Outlook

Step 2: Click on **Tools** at the top of your screen and select **Account Settings**



Step 3: Click on the **Email** tab on the left hand side of the menu, then click on **New**. Click on the **Microsoft Exchange, POP3, IMAP, or HTTP** option



Step 4: Enter your name, iGoClear email address and password. Click on the option to **Manually Configure server settings or Additional Server Types** and click **Next**

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.

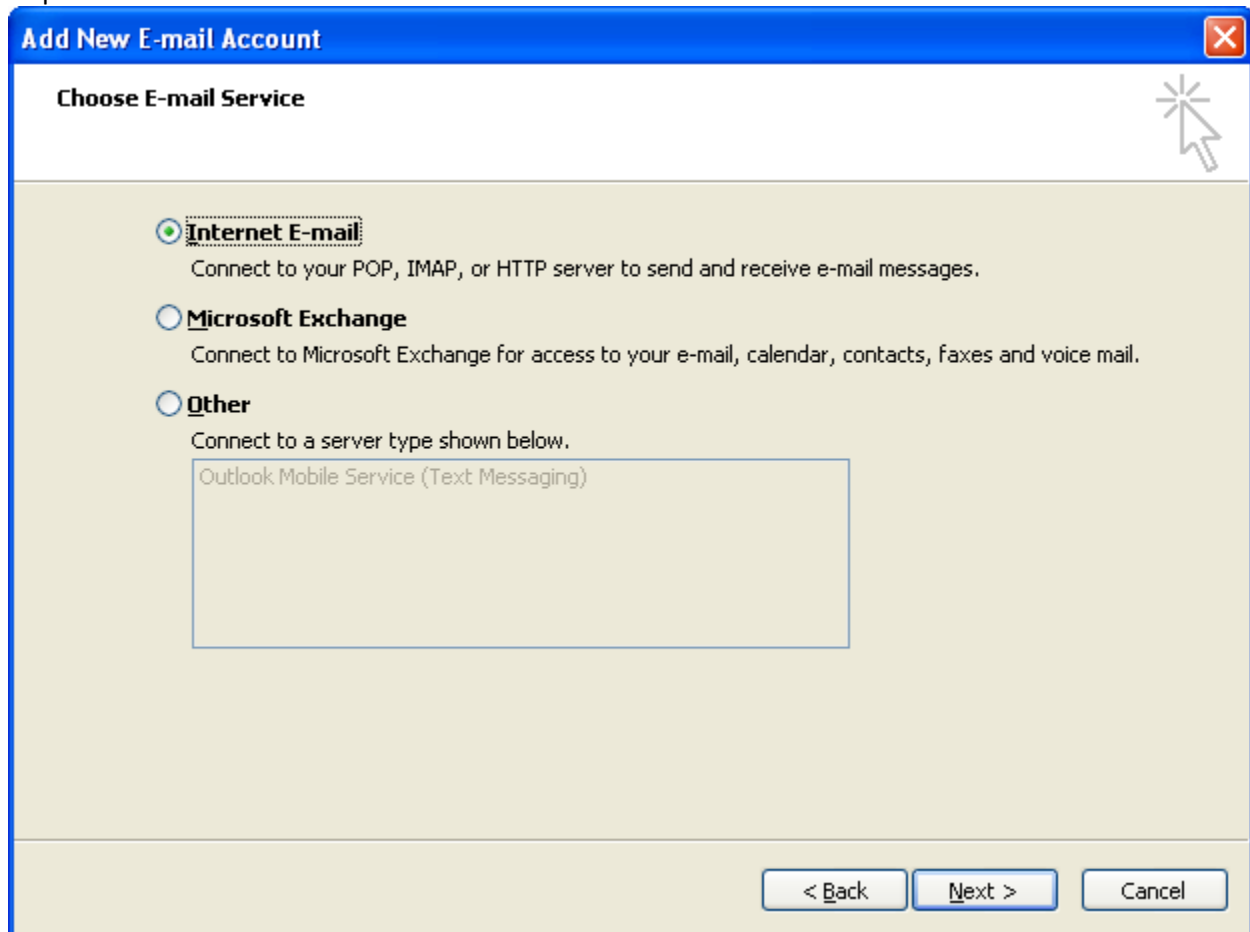
Manually configure server settings or additional server types

< Back

Next >

Cancel

Step 5: Choose the Email Service "**Internet Email**":



Step 6: The "Account Type" as a POP 3 server. Your incoming mail server is pop.secureserver.net and outgoing mail server is also smtpout.secureserver.net. Enter **User Name** and **Password**. Click "**More Settings**" in the lower right of this screen.

Add New E-mail Account ✕

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

User Information

Your Name:

E-mail Address:

Server Information

Account Type: ▼

Incoming mail server:

Outgoing mail server (SMTP):

Logon Information

User Name:

Password:

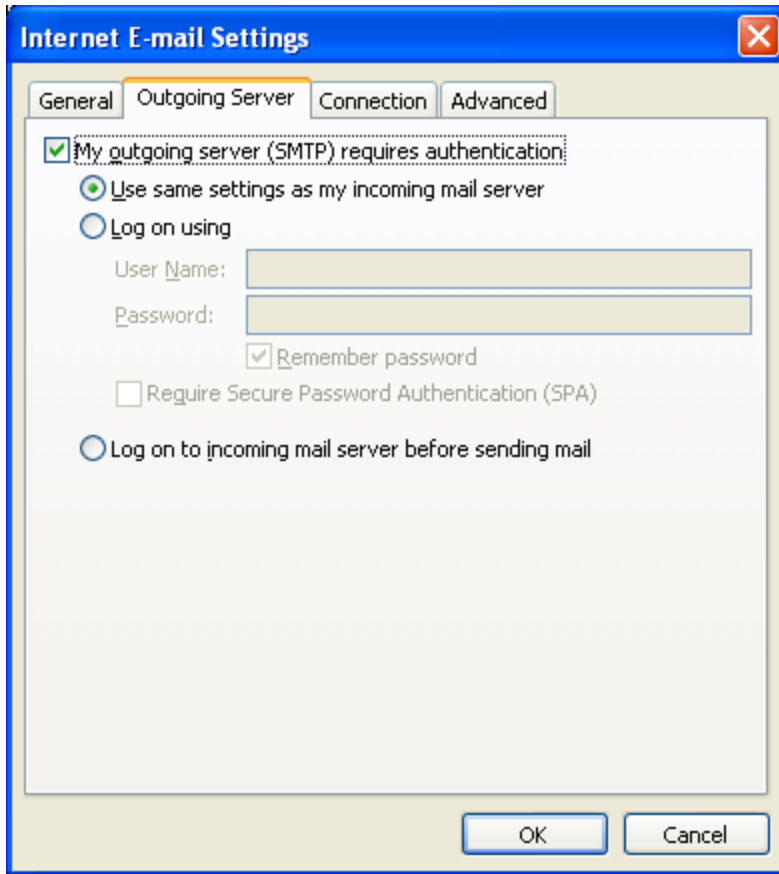
Remember password

Require logon using Secure Password Authentication (SPA)

Test Account Settings

After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)

Step 7: on the Outgoing Server tab, select “My outgoing mail server requires Authentication” and “same as incoming”.



Step 8: For the Incoming Server (POP3) leave as the default setting . For the Outgoing Server (SMTP) type: 80 or 3535 . Click OK then NEXT.

Internet E-mail Settings



General **Outgoing Server** Connection **Advanced**

Server Port Numbers

Incoming server (POP3):

This server requires an encrypted connection (SSL)

Outgoing server (SMTP):

Use the following type of encrypted connection: ▼

Server Timeouts

Short Long 1 minute

Delivery

Leave a copy of messages on the server

Remove from server after days

Remove from server when deleted from 'Deleted Items'

OK

Cancel

Add New E-mail Account



Congratulations!

You have successfully entered all the information required to setup your account.

To close the wizard, click Finish.



< Back

Finish