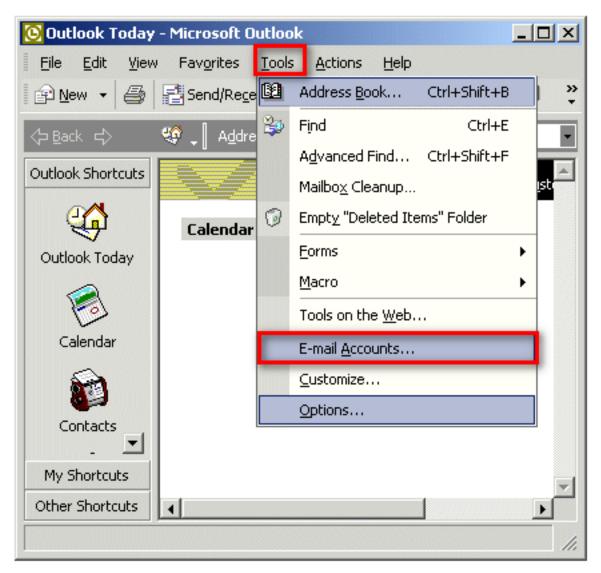
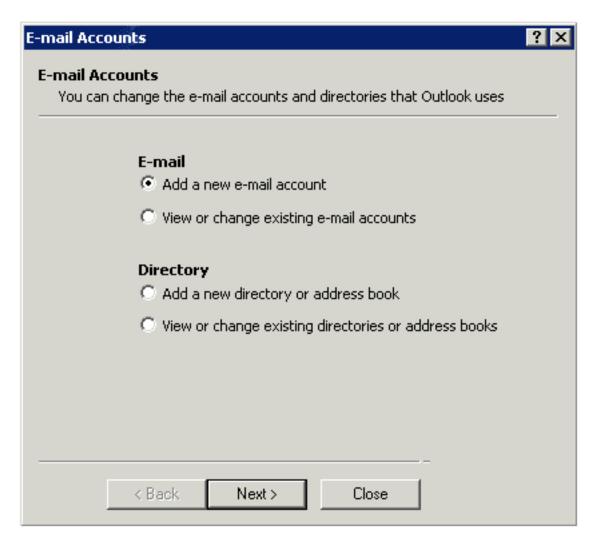
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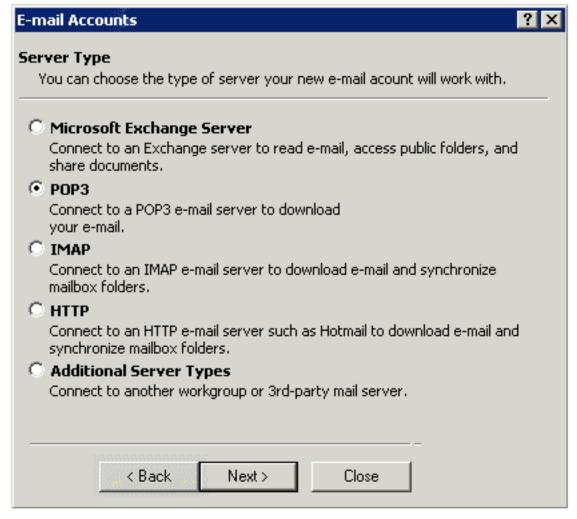
1. In Microsoft Outlook select **Tools** and click on **E-mail Accounts**.



2. Select Add a new e-mail account and click on Next.

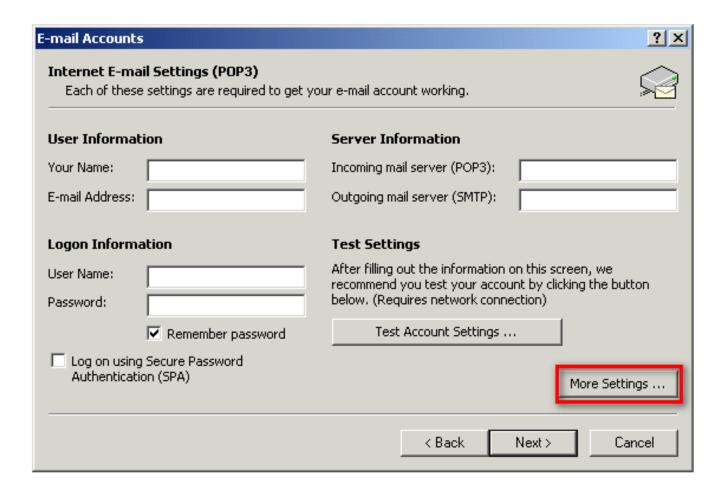


3. Select **POP3** and then click on **Next**.

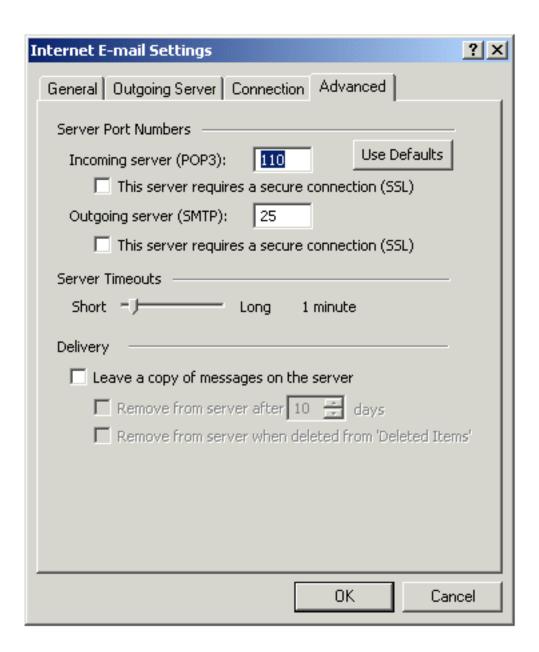


- 4. Enter the following information:
- Your name: Enter the name the way you want it to be displayed.
- E-mail Address: Your SpinTel email address
- Username: Your SpinTel username/email address (without @spin.net.au)
- Password: SpinTel email address password
- Incoming mail server: pop3.spintel.net.au
- Outgoing mail server: smtp.spintel.net.au

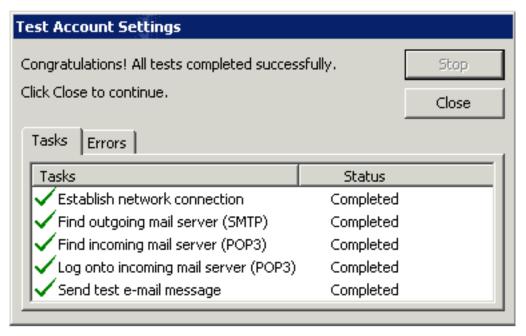
Then click on More Settings.



5. Select **Advanced** and make sure **Incoming server** port is set to 110 and **outgoing server** port is set to 25, then click **OK**.



Click on **Test Account Settings** to confirm successful setup as shown below and click on **Next**.





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