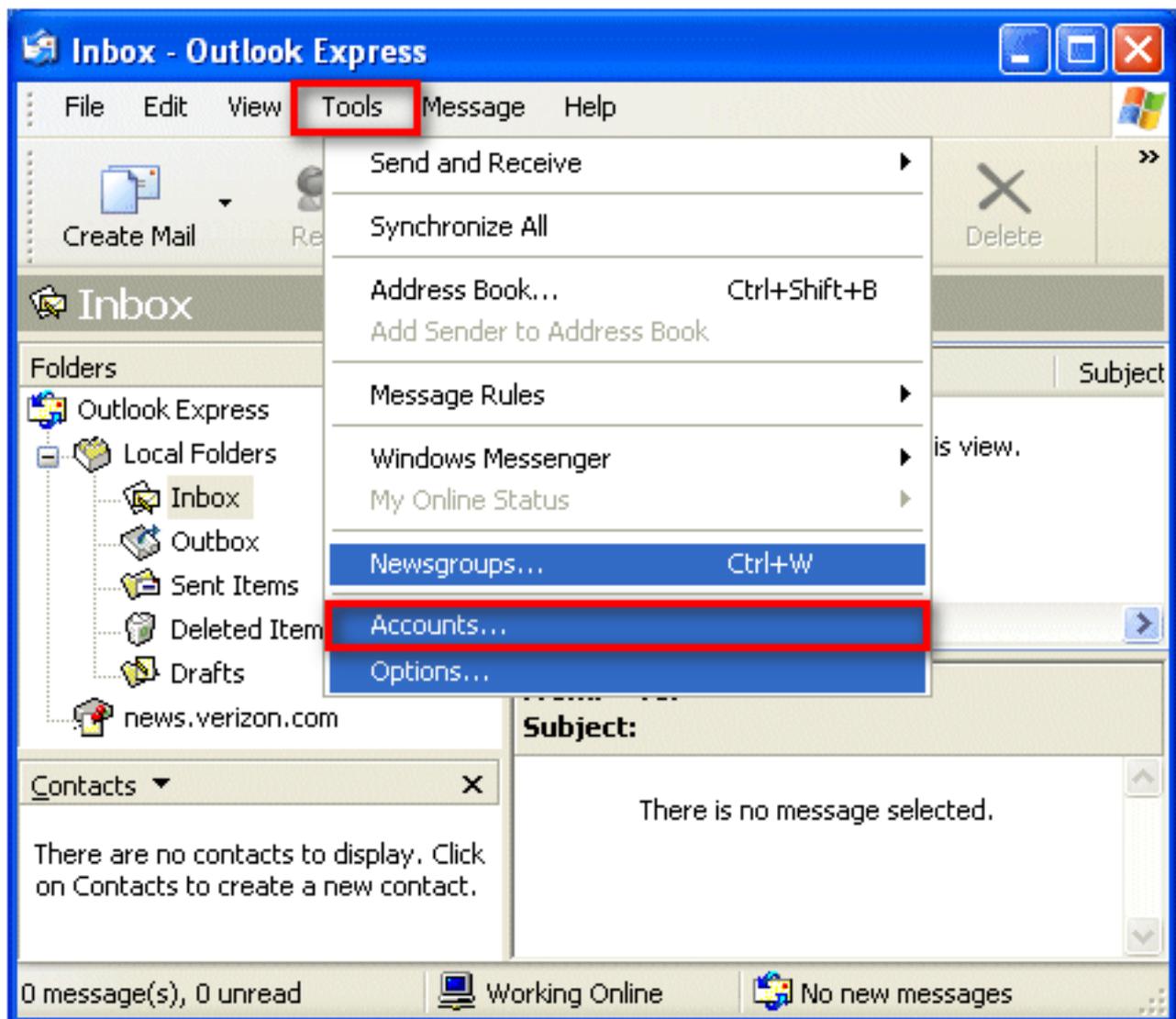
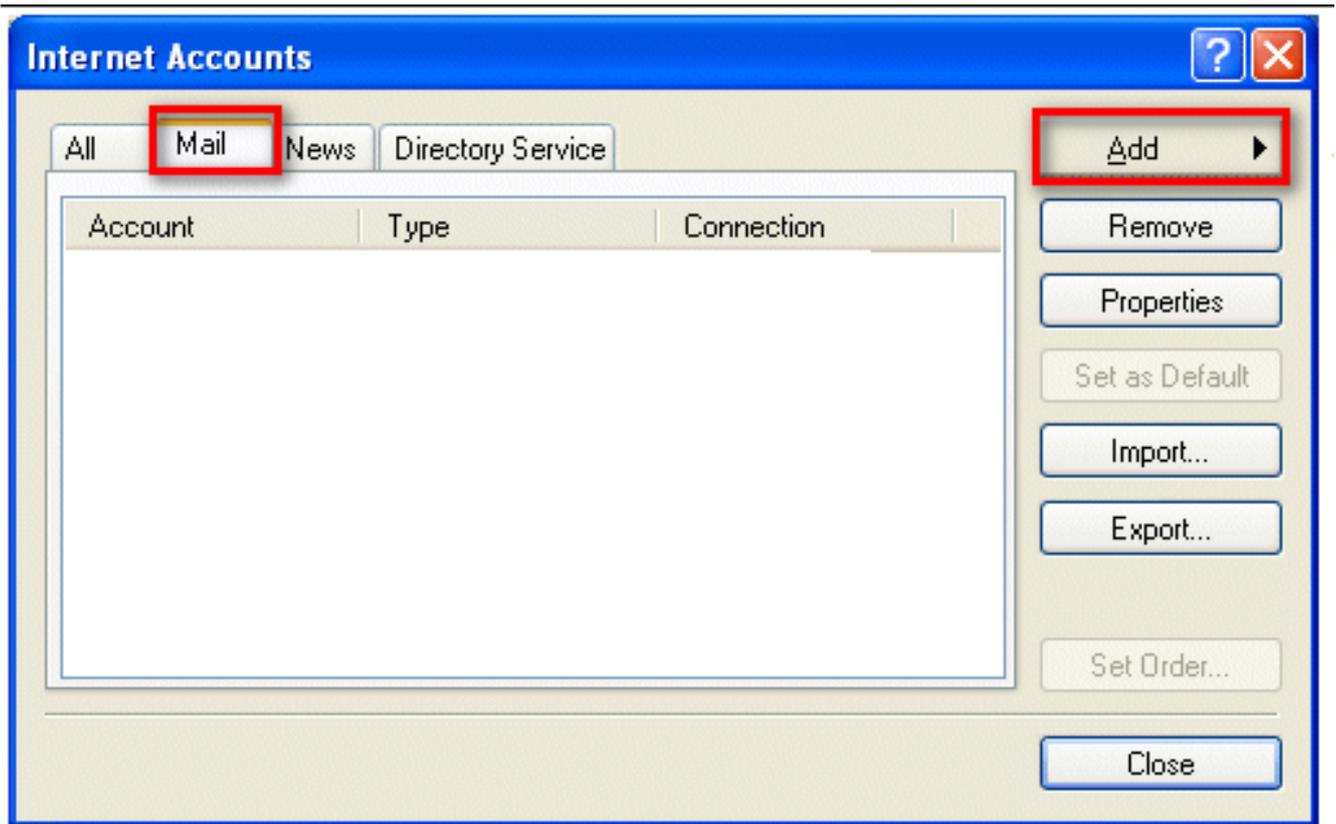


Outlook Express Set up

1. Select **Tools** and click on **Accounts**.



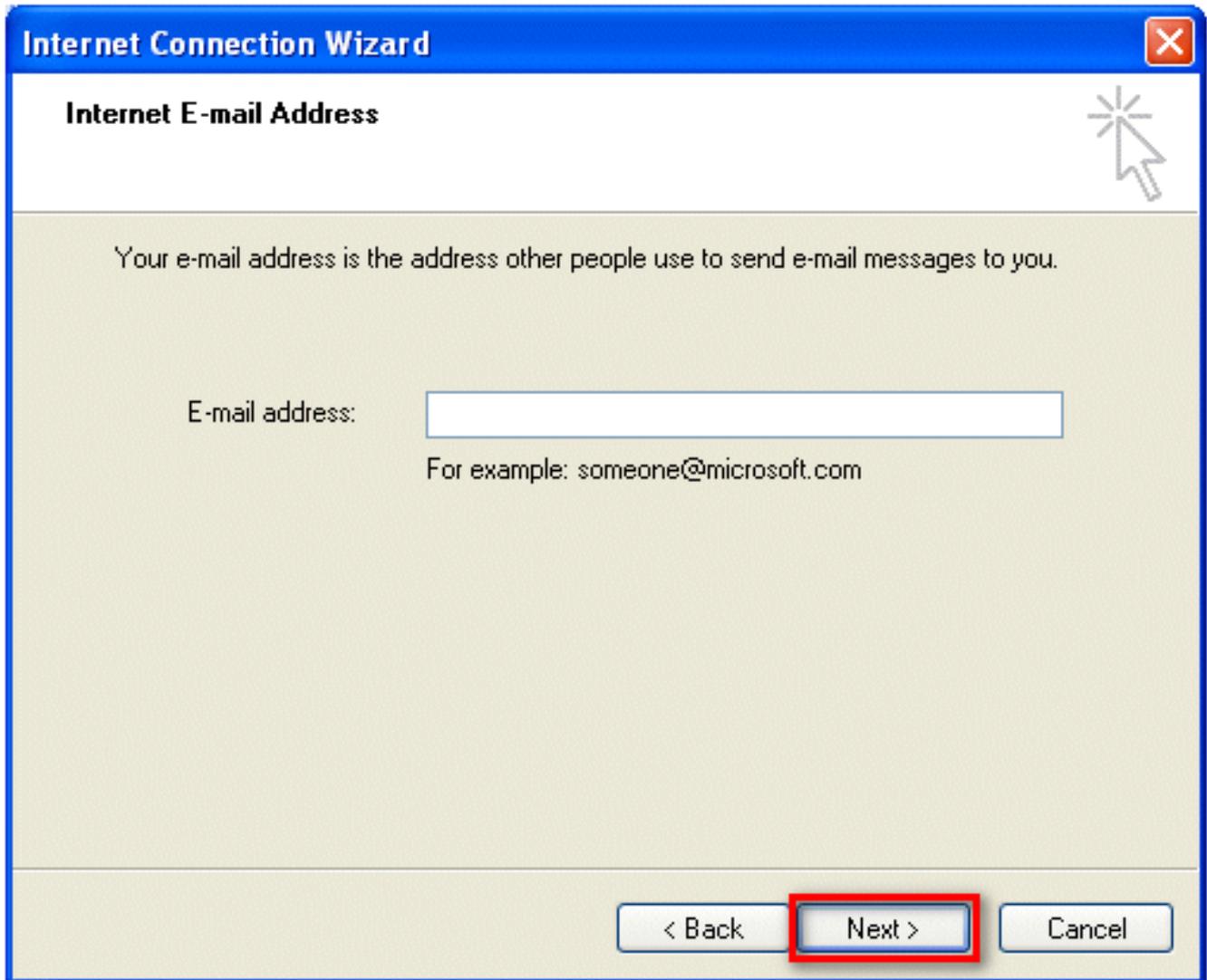
2. Select **Mail** and click on **Add**.



3. Enter your name in the **Display Name** field and click on **Next**.

The image shows a screenshot of the 'Internet Connection Wizard' window, specifically the 'Internet E-mail Address' step. The window has a blue title bar with the text 'Internet Connection Wizard' and a close button (X) in the top right corner. Below the title bar, the text 'Internet E-mail Address' is displayed in bold. To the right of this text is a mouse cursor icon pointing at a starburst symbol. The main content area has a light beige background and contains the following text: 'Your e-mail address is the address other people use to send e-mail messages to you.' Below this is a label 'E-mail address:' followed by a white text input field. Underneath the input field is the example 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 red rectangular border.

4. Enter your email address in the **email address** field and click on **Next**.



5. Select **POP3** for **My incoming mail server is a**, make sure you have pop3.spintel.net.au in the **Incoming mail server** field and you have smtp.spintel.net.au in the **Outgoing mail server** field then click on **Next**.

Internet Connection Wizard 

E-mail Server Names 

My incoming mail server is a server.

Incoming mail (POP3, IMAP or HTTP) server:

An SMTP server is the server that is used for your outgoing e-mail.

Outgoing mail (SMTP) server:

6. Enter your username (does not include @spin.net.au) in the **Account name** field and your Password in the **Password** field then click on **Next**.

Internet Connection Wizard 

Internet Mail Logon 

Type the account name and password your Internet service provider has given you.

Account name:

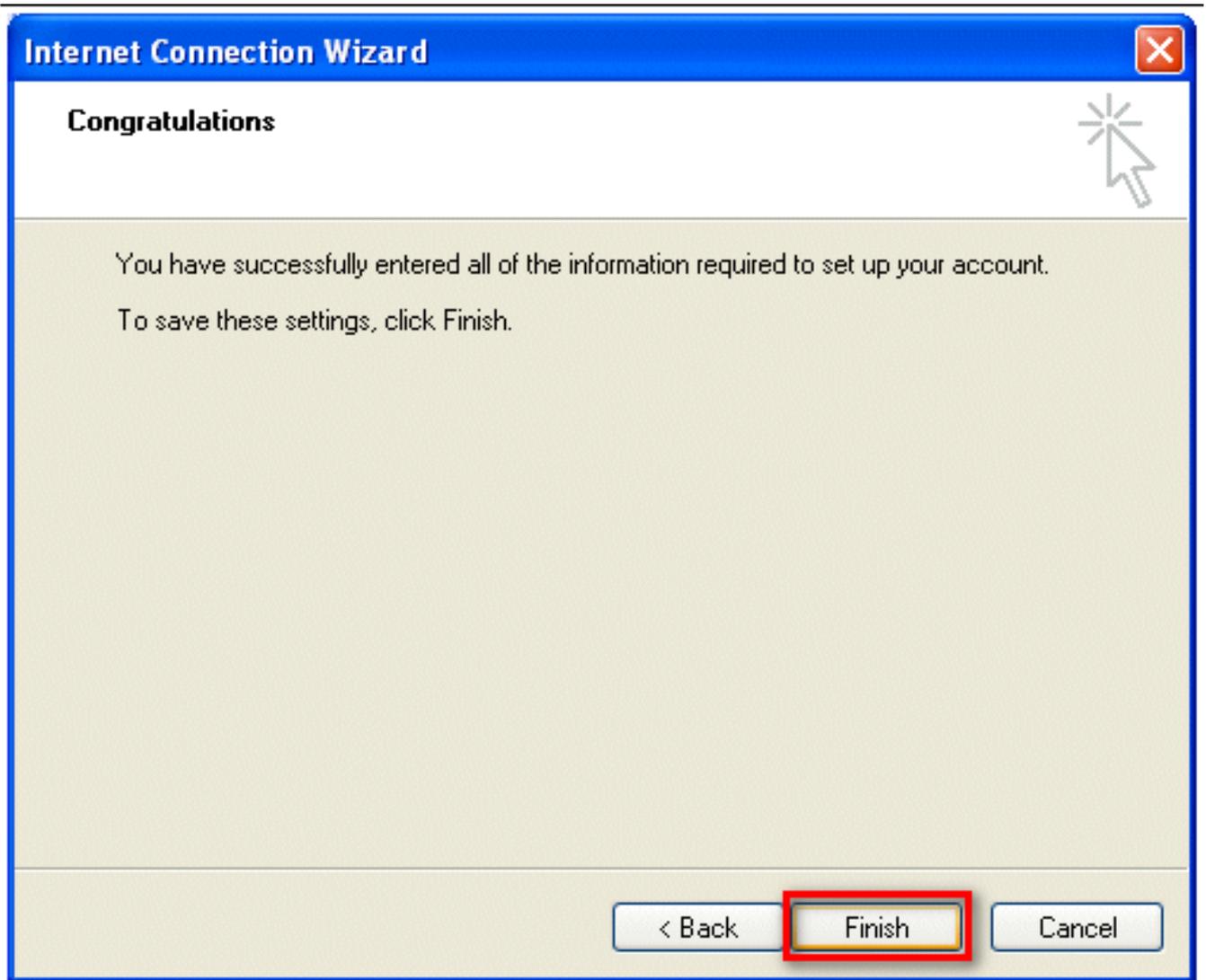
Password:

Remember password

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.

Log on using Secure Password Authentication (SPA)

7. Click on **Finish**.



You are done and ready to start using your SpinTel email account.

Online URL: <https://articles.spintel.net.au/article/outlook-express-set-up.html>