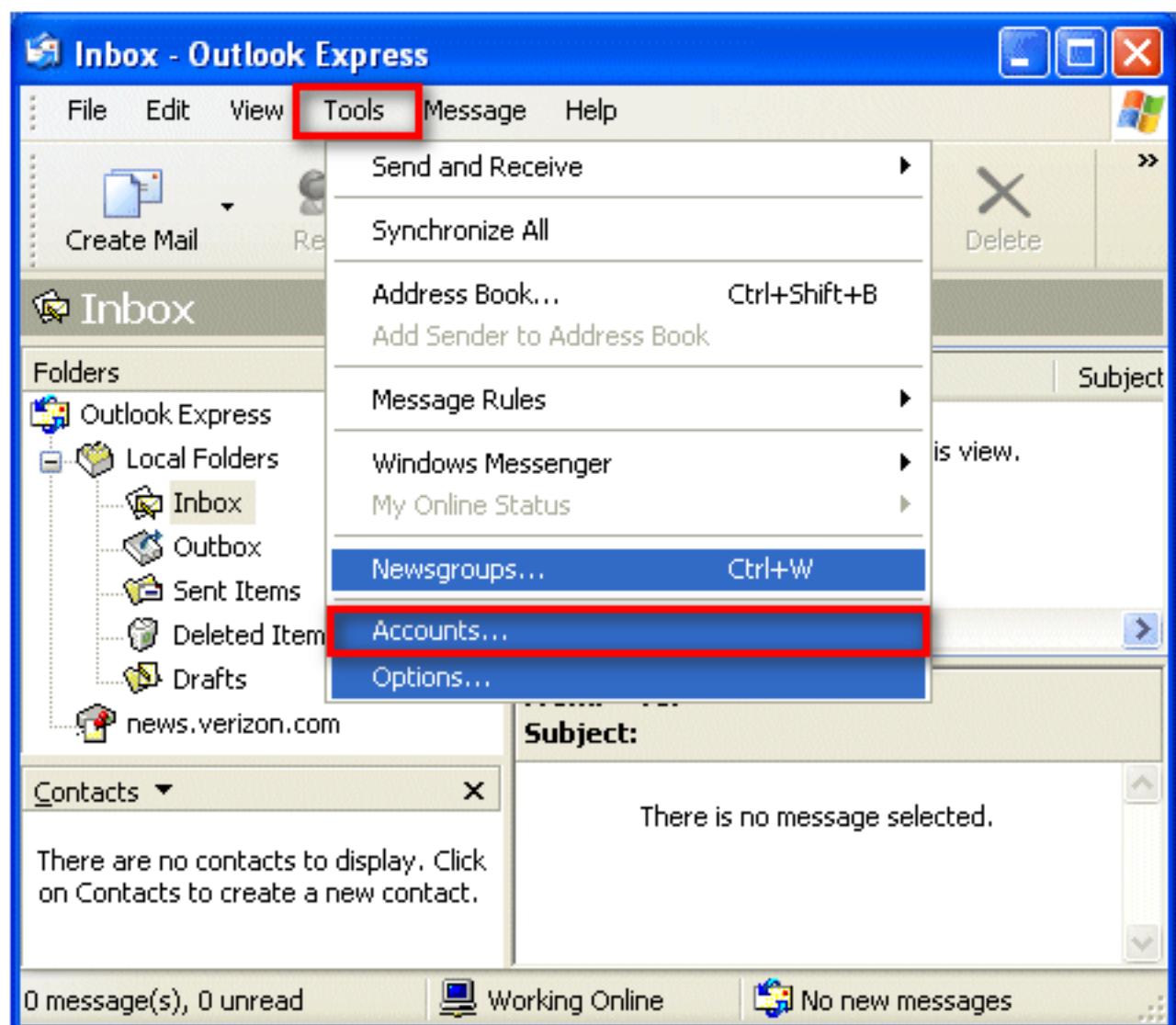
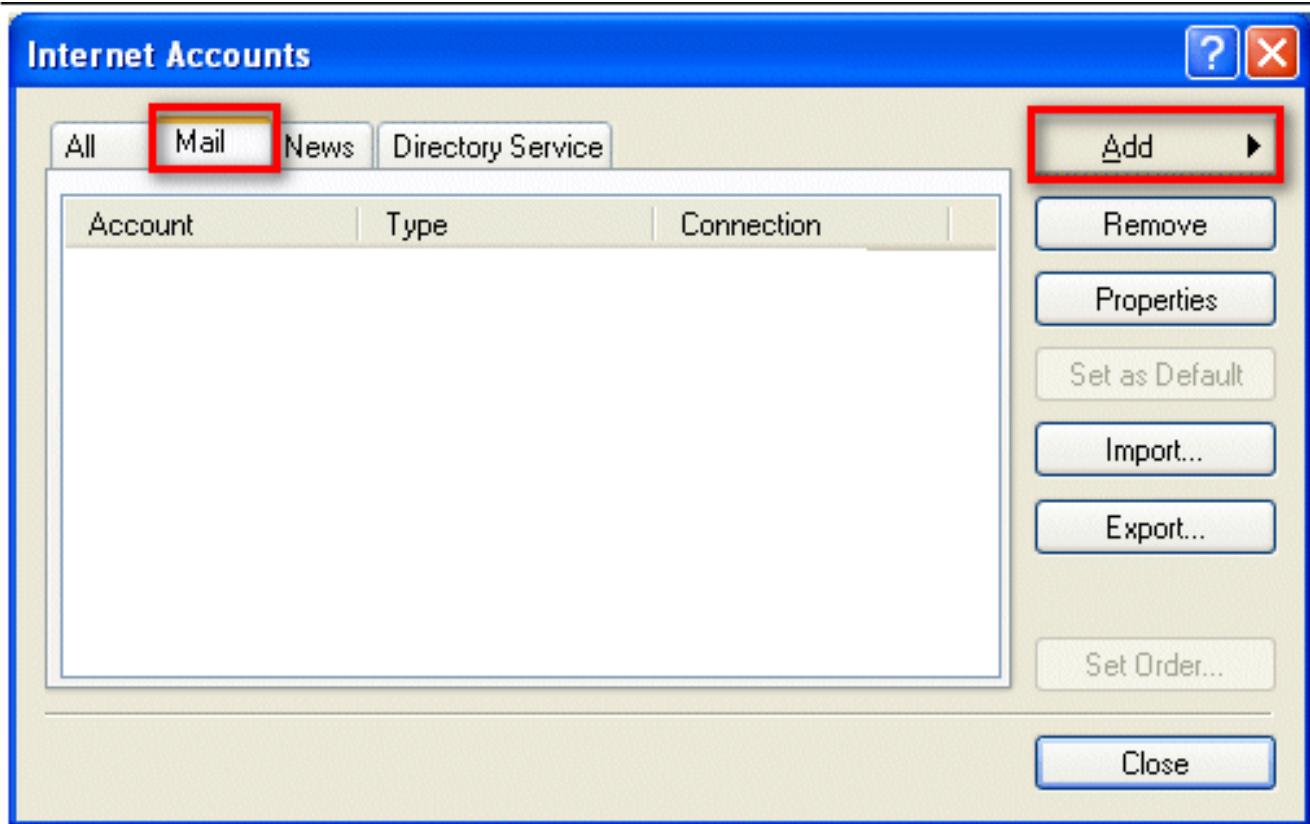


# Outlook Express Set up

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**.

## Internet Connection Wizard



### Internet E-mail Address



Your e-mail address is the address other people use to send e-mail messages to you.

E-mail address:

For example: someone@microsoft.com

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Next >

Cancel

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

## Internet Connection Wizard



### Internet E-mail Address



Your e-mail address is the address other people use to send e-mail messages to you.

E-mail address:

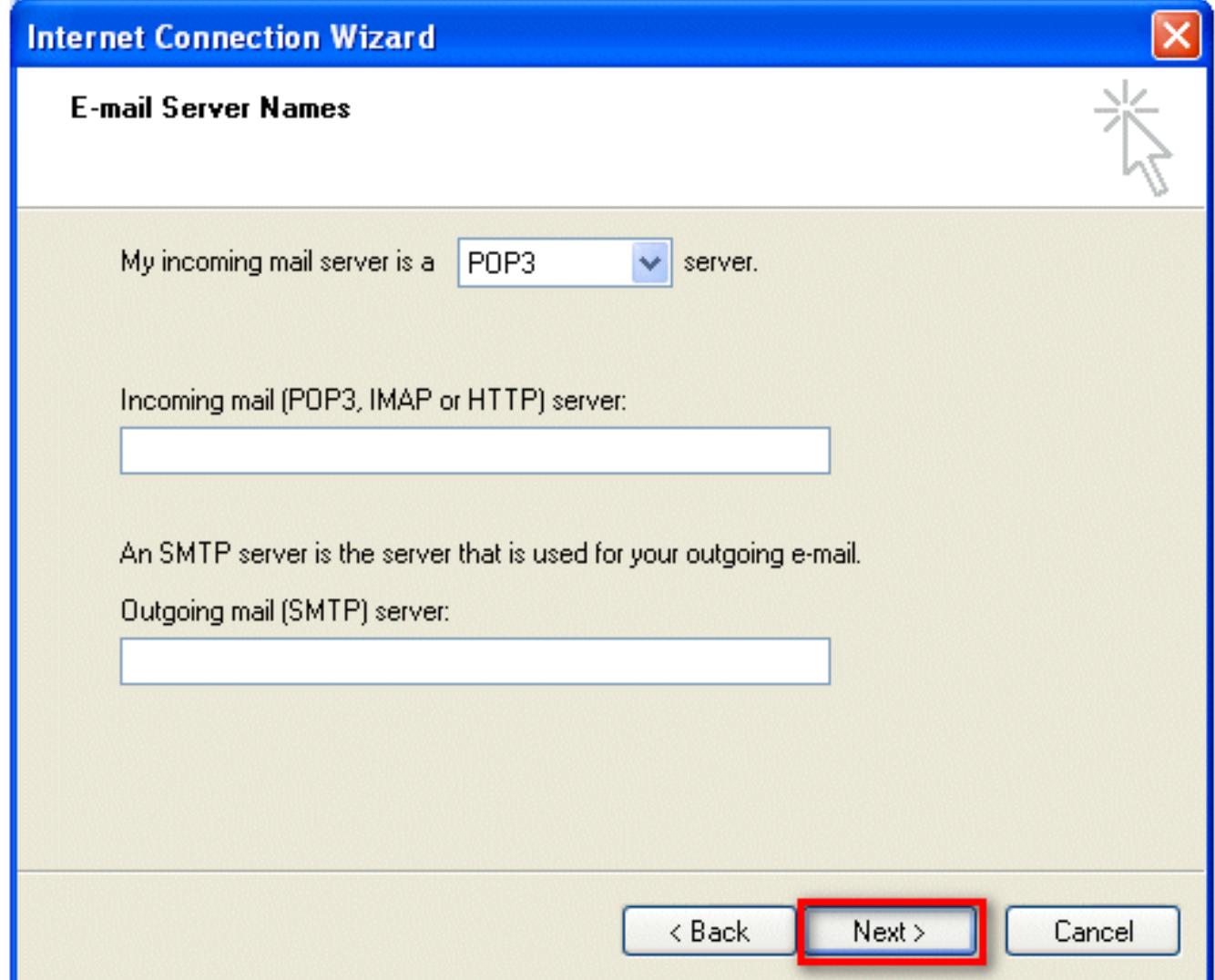
For example: someone@microsoft.com

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Next >

Cancel

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**.



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)

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Next >

Cancel

7. Click on **Finish**.

## Internet Connection Wizard



**Congratulations**



You have successfully entered all of the information required to set up your account.

To save these settings, click Finish.

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Finish

Cancel

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>