

Configuring Microsoft Outlook 2003 for CS Mail Server POP access

To set up an account, start the account wizard by selecting Tools/Email Accounts. If starting Outlook 2003 for the first time, this may start automatically.

For POP Services:

Incoming mail server (POP3): earth.cs.uml.edu

Outgoing mail server (SMTP): earth.cs.uml.edu

Specify your linux username next to **User Name**

DO NOT check 'Log on using Secure Password Authentication (SPA)

Select **More Settings**

E-mail Accounts

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

User Information		Server Information	
Your Name:	Linux User	Incoming mail server (IMAP):	earth.cs.uml.edu
E-mail Address:	linuxuser@cs.uml.edu	Outgoing mail server (SMTP):	earth.cs.uml.edu

Logon Information

User Name: linuxuser
Password:
 Remember password

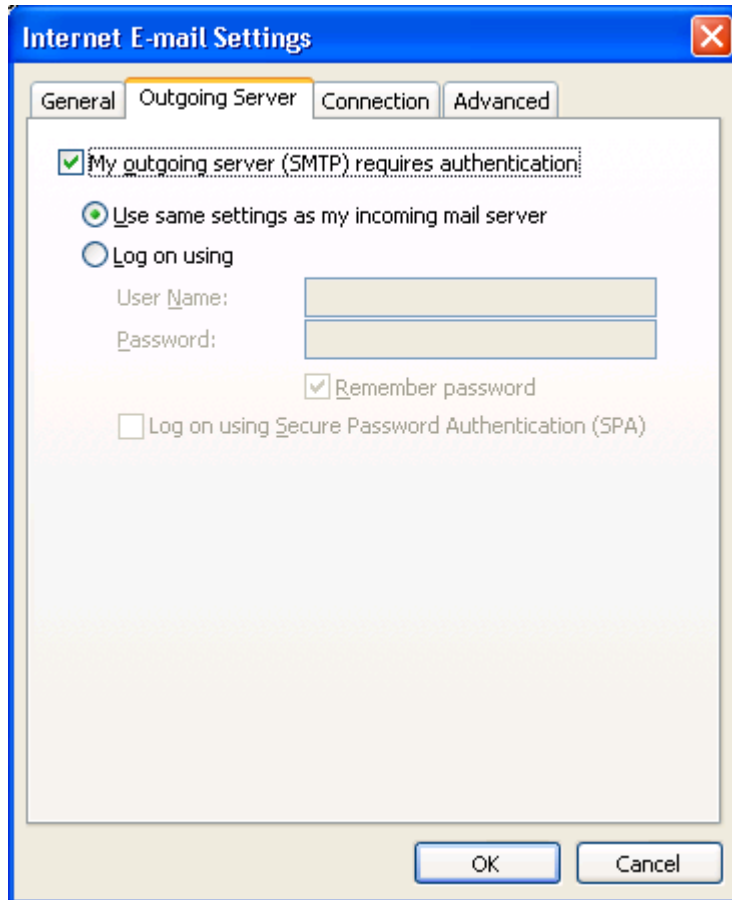
Log on using Secure Password Authentication (SPA)

More Settings ...

< Back Next > Cancel

When **More Settings** is selected, click on the **Outgoing Server** tab and check off **My outgoing server (SMTP) requires authentication** and **Use same settings as my incoming mail server**

Click on the **Advanced** tab



When the **Advanced** tab is selected select:

This server requires and encrypted connection (SSL), and ensure that the port number changes to 995.

For Outgoing server (SMTP) line, select:

This server requires and encrypted connection (SSL), and change the port number to 465.

If you want to read these messages on other computers, make sure you select **Leave a copy of messages on the server** and **Remove from server after X days**, where you specify how many days.

Also select **Remove from server when deleted from 'Deleted Items'**

