Configuring Microsoft Outlook 2007 for CS Mail Server IMAP access

To set up an account, start the account wizard by selecting Tools/Account Settings. If starting Outlook 2007 for the first time, this may start automatically. Click on the E-mail tab (should be the default) and select New...

For IMAP Services:

Choose Microsoft Exchange, POP3, IMAP, or HTTP and click Next

On the next screen, leave everything blank and select Manually configure server settings...

![Add New E-mail Account dialog box](image)
Select **Internet E-mail**

Click on Next

On the next screen, fill in your User Information and set these fields accordingly:
Account Type: IMAP

Incoming mail server: earth.cs.uml.edu

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

User Name: Your linux username

Password: Your linux password

DO NOT check ‘Require logon using Secure Password Authentication (SPA)’

Click on More Settings...

Select the Outgoing Server tab and fill in as pictured:
Select the **Advanced** tab and fill in as follows:
IMAP port number of 993 for IMAP, and SSL

SMTP port number of 587, and TLS

Click OK

To see your IMAP folders (stored under the ~/mail directory in your home directory):
Right click on your CS mail entry under the All Mail Folders window pane in Outlook and select IMAP Folders.

Click on **Query** to see a list of all your folders.

Select the ones you’d like to see, click on **Subscribe**, and then select **Apply**.

They should now appear under the ‘earth.cs.uml.edu’ server name in the All Mail Folders window pane.