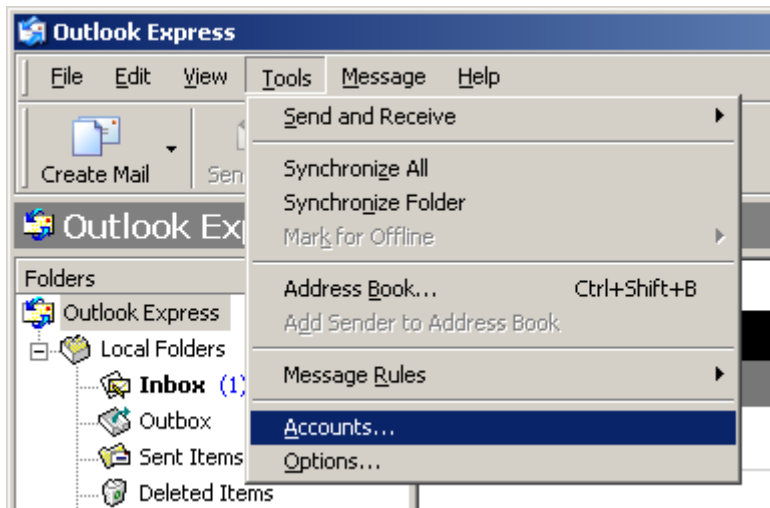


Outlook Express Modify POP3

On the Toolbar, **click Tools** and **select Accounts** from the menu.

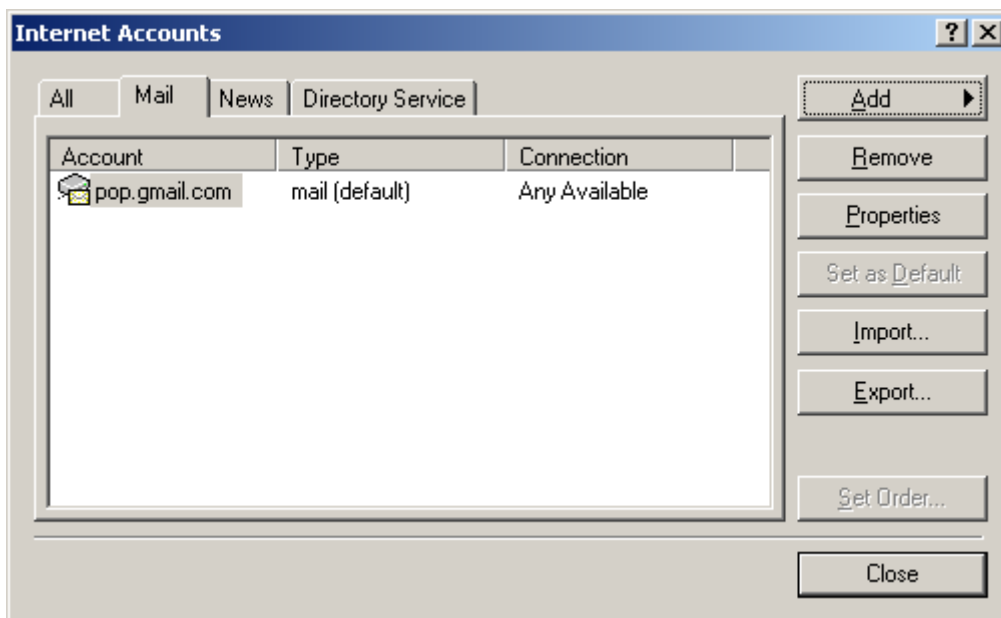


The Internet Accounts window appears.

Select the **Mail tab**.

Highlight the desired account and **click Properties**.

If you have any extra accounts no longer in use, Remove them.



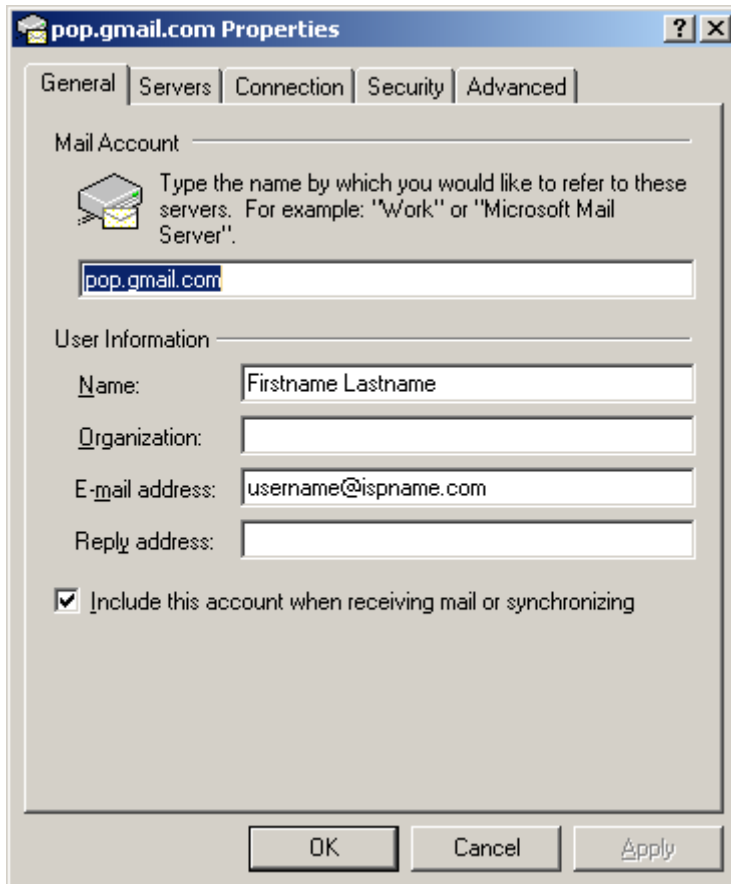
Select the **General tab**.

Mail Account = You can give the name of the mail account anything you'd like.

User Information:

Name = **Enter your name.**

E-mail address = **Enter your e-mail address.** (username@ispname.com)



Server Information:

My incoming mail server is a POP3 server = This should be set to **POP3**.

Incoming mail (POP3) = **pop.gmail.com**

Outgoing mail (SMTP) = **smtp.gmail.com**

Incoming Mail Server:

Account name = **Enter your full e-mail address.** (username@ispname.com)

Password = **Enter the password to your e-mail account.**

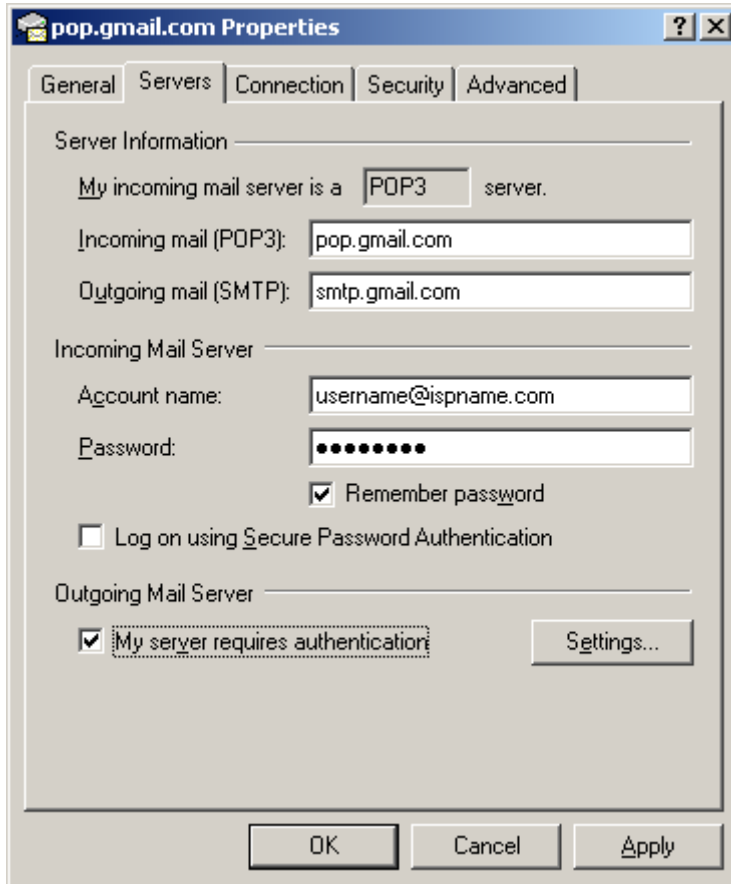
Select Remember password.

Important: Passwords are case-sensitive. Ensure your Caps Lock is disabled.

Outgoing Mail Server:

Towards the bottom, left corner there is a box: My server requires authentication. **Check it.**

To the right, click the Settings button.



Select Log on using.

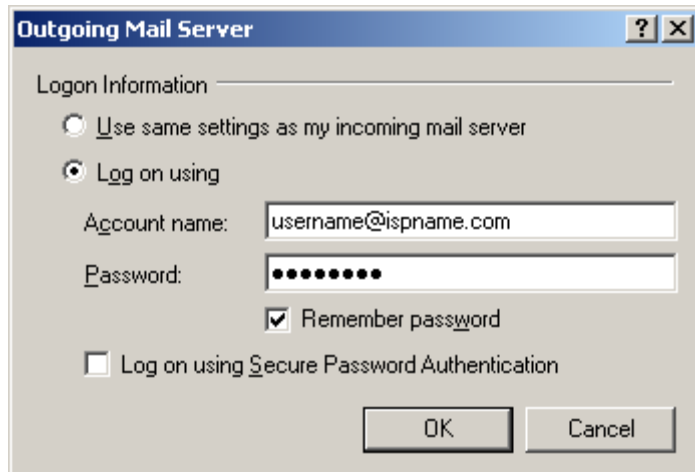
Account name = **Enter your full e-mail address.** (username@ispname.com)

Password = **Enter the password to your e-mail account.**

Important: Passwords are case-sensitive. Ensure your Caps Lock is disabled.

Select **Remember password**

Important: do NOT select Log on using 'Secure Password Authentication'.



Select the **Advanced tab**.

Outgoing mail (SMTP): make sure it is **set to 465 and SSL is checked**

Incomming mail (POP3): make sure it is **set to 995 and SSL is checked**

Server Timeouts: **Set all the way to long (5 minutes)**

Click OK to finish the configuration.

pop.gmail.com Properties

General Servers Connection Security **Advanced**

Server Port Numbers

Outgoing mail (SMTP): 465 Use Defaults

This server requires a secure connection (SSL)

Incoming mail (POP3): 995

This server requires a secure connection (SSL)

Server Timeouts

Short Long 5 minutes

Sending

Break apart messages larger than 60 KB

Delivery

Leave a copy of messages on server

Remove from server after 5 day(s)

Remove from server when deleted from 'Deleted Items'

OK Cancel Apply