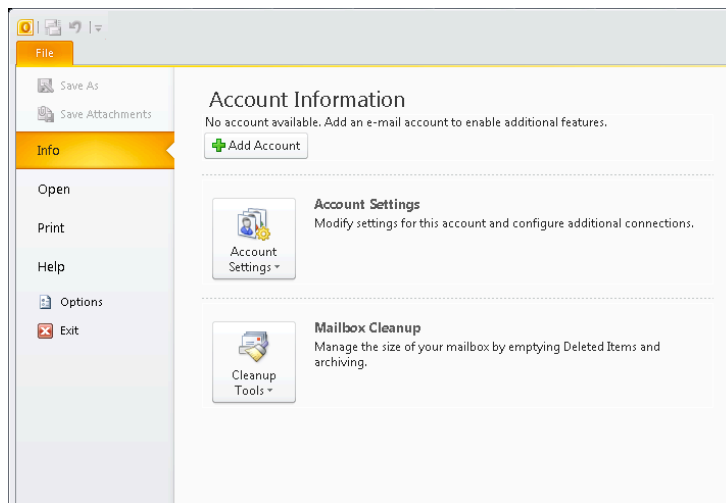


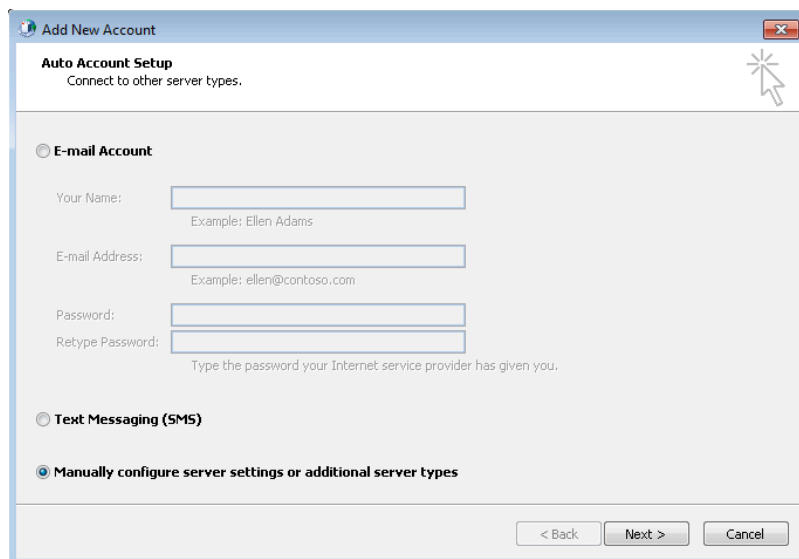
Windows: Outlook 2010(IMAP)

This article will assist you with setting up Outlook 2010, using IMAP, for your Hosted Mailbox.

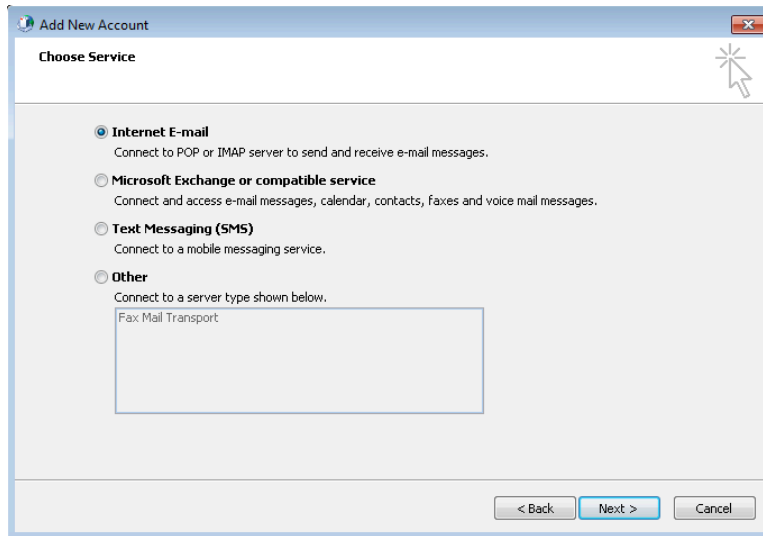
1. Open Outlook.
2. Select the "File" tab. Then "Add Account".



3. Select "Manually configure server settings or additional server types". Click "Next".



4. Select "Internet E-Mail". Click "Next".



5. In the "Add New Account" window, input the following information:
 - a. **"Your Name"**: The name email recipients will see in the "From" field.
 - b. **"Email Address"**: example@1791.com
 - c. **"Account Type"**: IMAP
 - i. **"Incoming mail server"**: (We recommend secure.emailsrvr.com)

Server	SSL	Port
secure.emailsrvr.com	Yes	993
imap.emailsrvr.com	No	143

- ii. **"Outgoing mail server (SMTP)"**: (We recommend secure.emailsrvr.com)

Server	SSL	Port

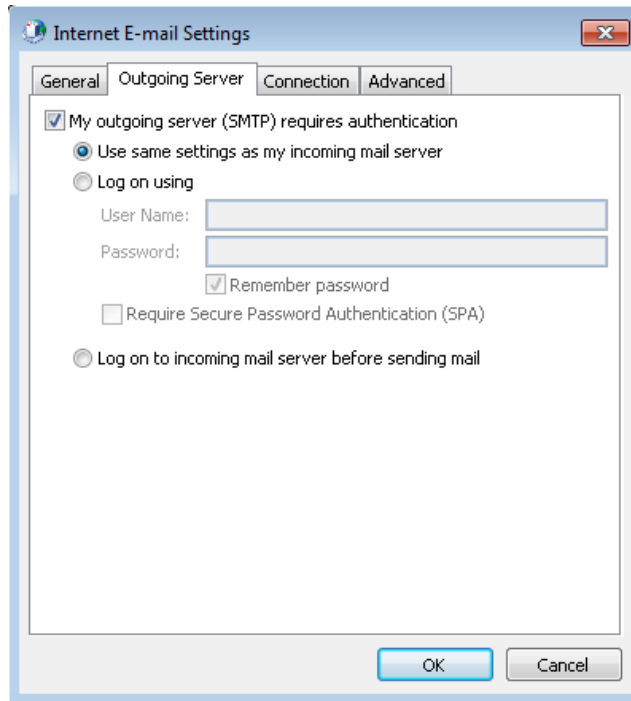
Server	SSL	Port
secure.emailsrvr.com	Yes	465
smtp.emailsrvr.com	No	25, 2525, 587, 8025

d. **"Logon Information":**

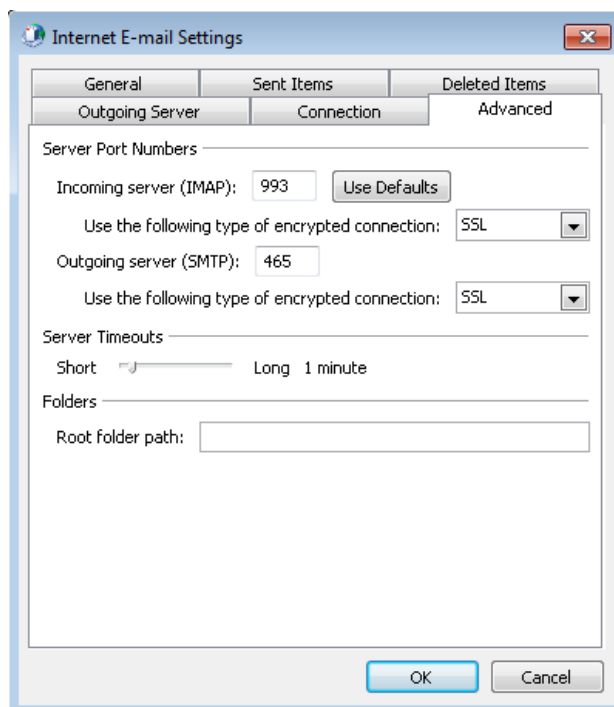
- i. **"Username":** example@1791.com
- ii. **"Password":** Your mailbox password

6. Click on **"More Settings"** then click the **"Outgoing Server"** Tab

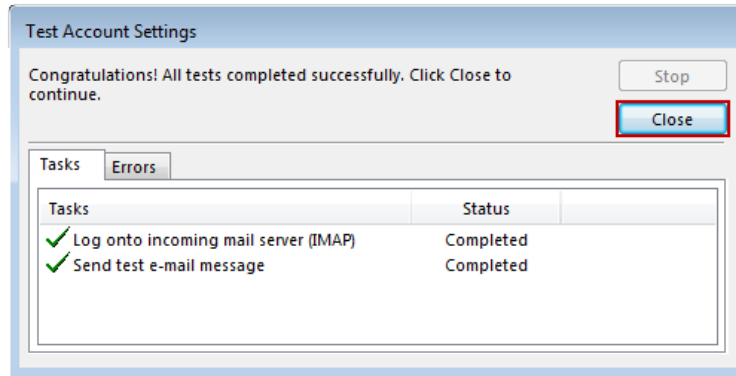
- a. Check the box for **"My outgoing server (SMTP) requires authentication"**.
- b. Check the button for **"Use same settings as my incoming mail server"**.



7. If using "**secure.emailsrvr.com**": Click on the "**Advanced**" Tab
 - a. Change "**Use the following type of encrypted connection**" to "**SSL**".
 - b. Change the port numbers to match the chart on step 5.c.
 - c. Click "**OK**".



8. Click "**Next**". Outlook will now attempt to send a test message using the settings we have just put in. If everything was entered correctly, the message will send out successfully.



9. Congratulations! You have now setup Outlook to work with your Mailbox!

Didn't work? Check out these common issues...

Authentication failed, Username/Password incorrect

Send test e-mail message: Failed

Log onto incoming mail server: Failed