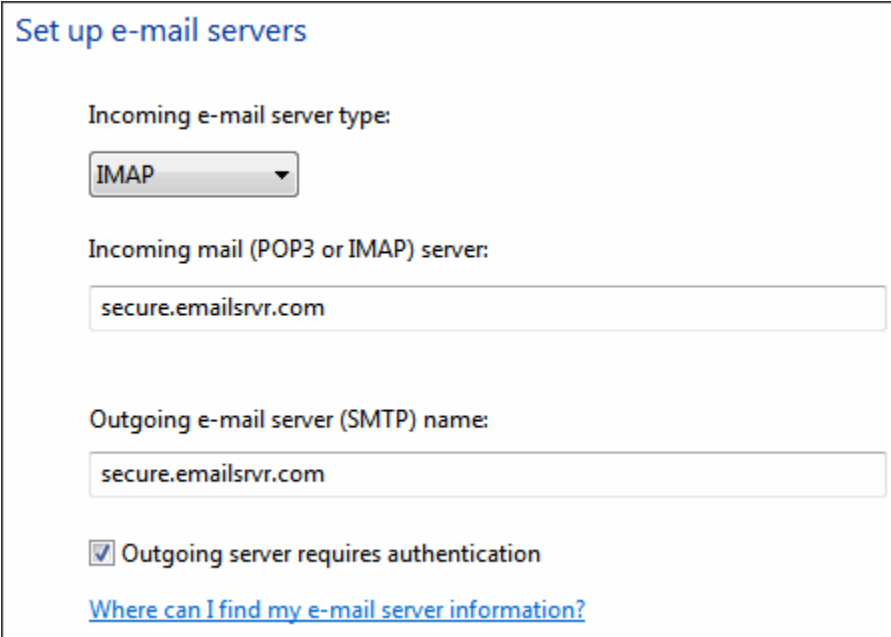


## Set Up IMAP - Windows Mail

To set up Windows Mail for IMAP, perform the following steps:

1. In Windows Mail, select **Tools / Accounts**.
2. Click the **Add** button.
3. Click the **Next** button.
4. Enter your first and last name. This is the name that will appear in the **From** field of messages you send.
5. Click the **Next** button.
6. Enter your entire email address (e.g., myname@mydomain.com).
7. Click the **Next** button.
8. Enter the following information:
  - Incoming e-mail server type—Select **IMAP** from the drop-down menu.
  - Incoming mail (POP3 or IMAP) server—Enter the secure server name:  
**secure.emailsrvr.com**
  - Outgoing e-mail server (SMTP) name—Enter the secure server name:  
**secure.emailsrvr.com**
  - Check the **Outgoing server requires authentication** box.



**Set up e-mail servers**

Incoming e-mail server type:  
IMAP

Incoming mail (POP3 or IMAP) server:  
secure.emailsrvr.com

Outgoing e-mail server (SMTP) name:  
secure.emailsrvr.com

Outgoing server requires authentication

[Where can I find my e-mail server information?](#)

9. Click the **Next** button.
10. Enter your entire email address (e.g., myname@mydomain.com).
11. Enter the password for your email account.
12. Leave the **Remember password** box checked, if desired.
13. Click the **Next** button.

14. In the **Congratulations** window, if you don't want to download all your messages, check the box labeled **Do not download my e-mail at this time**. Otherwise, you can leave this setting unchecked.
15. Click the **Finish** button.
16. The account you just created will be selected. Click the **Properties** button.
17. Click the **Advanced** tab.
18. Check both **This server requires a secure connection (SSL)** boxes.
19. In the **Outgoing mail (SMTP)** field, enter the secure outgoing port: **465** (or alternate ports **587** or **8025**).

The screenshot shows the 'Advanced' tab of an email client's account configuration window. The window has several tabs: 'General', 'Servers', 'Connection', 'Security', 'Advanced', and 'IMAP'. The 'Advanced' tab is selected. The window is divided into several sections:

- Server Port Numbers:** This section contains two rows. The first row is for 'Outgoing mail (SMTP)', with a text box containing '465' and a 'Use Defaults' button to its right. Below this is a checked checkbox labeled 'This server requires a secure connection (SSL)'. The second row is for 'Incoming mail (IMAP)', with a text box containing '993' and another checked checkbox labeled 'This server requires a secure connection (SSL)'.
- Server Timeouts:** This section features a slider control. The slider is positioned between 'Short' and 'Long', with the label '1 minute' to its right.
- Sending:** This section has a checked checkbox labeled 'Break apart messages larger than', followed by a spinner box set to '60' and the unit 'KB'.

At the bottom of the window, there are three buttons: 'OK', 'Cancel', and 'Apply'.

20. Click the **OK** button.
21. Click the **Close** button.