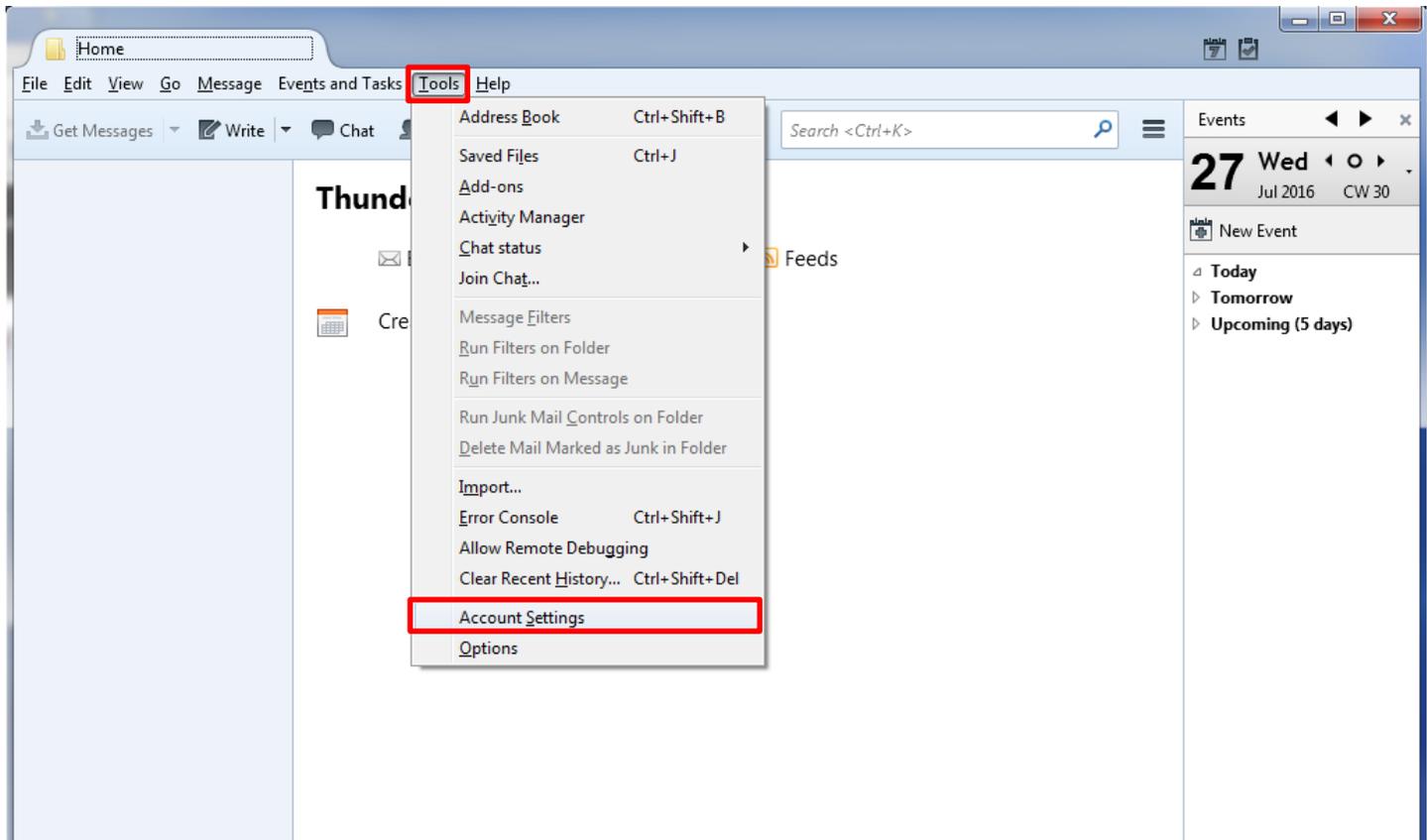


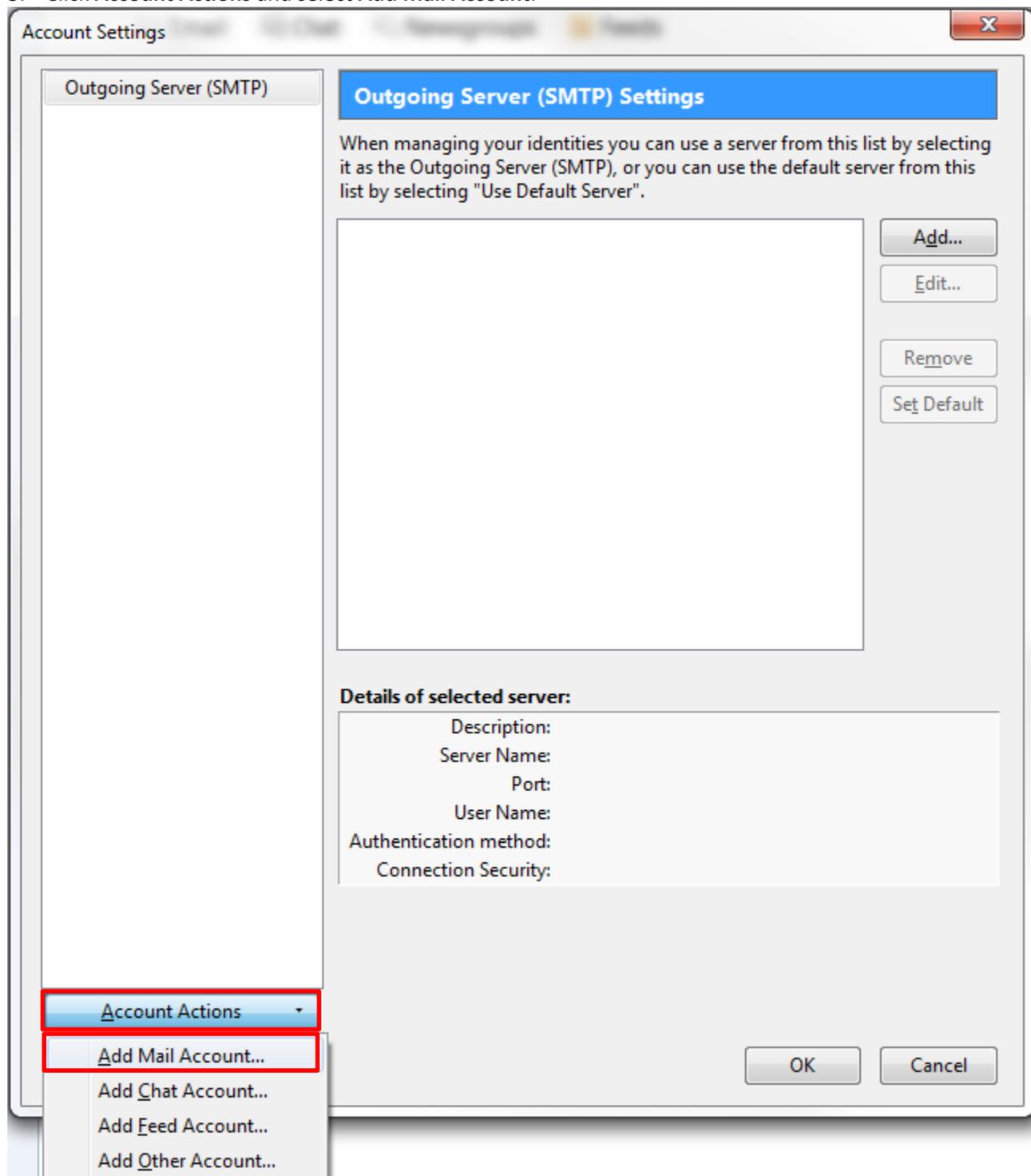
How to setup an email account in Thunderbird

1. Open Thunderbird on your computer.
2. Click the **Tools** menu at the top of the screen then click **Account settings**.



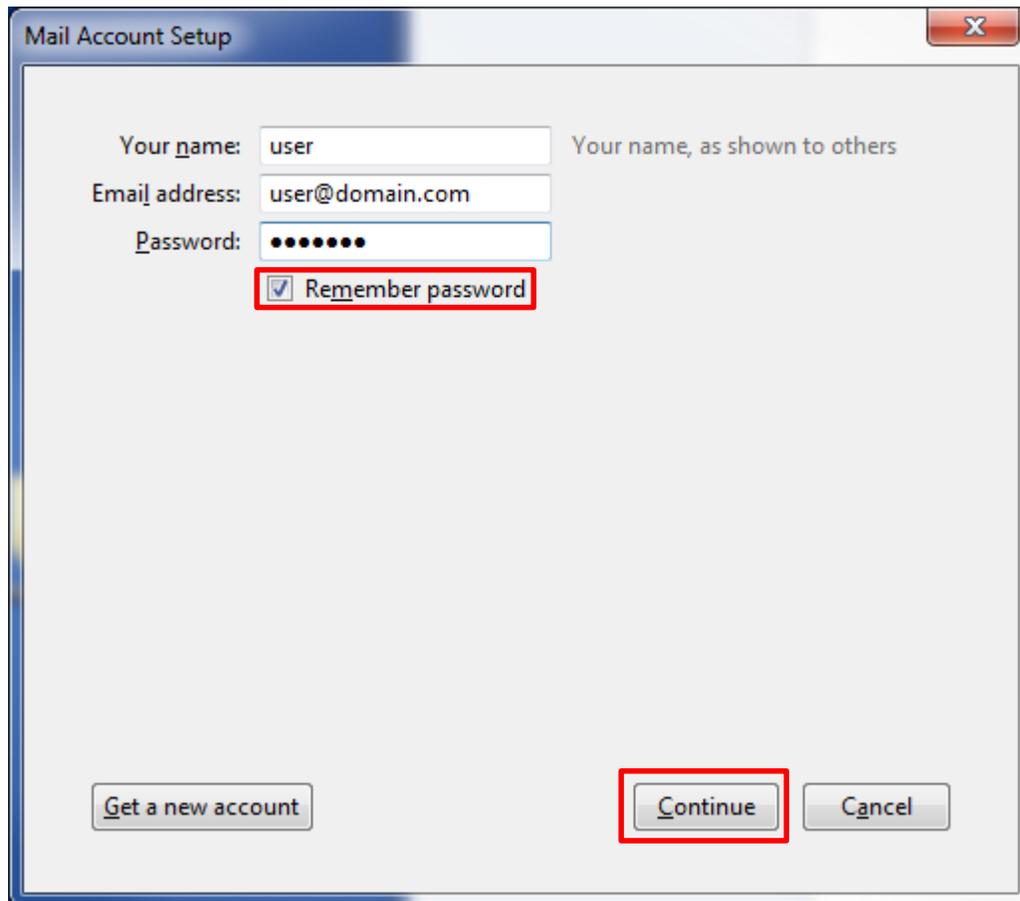
How to setup an email account in Thunderbird

3. Click **Account Actions** and select **Add Mail Account**.



How to setup an email account in Thunderbird

4. Enter your name (as you want it to appear on your outbound email messages) in the **Your Name** field. Enter your full email address in the Email Address field and your email password in the Password field – pay close attention to spelling as a mistake can cause it not to validate. Ensure the Remember password box is checked then click **Continue**.



Mail Account Setup

Your name: Your name, as shown to others

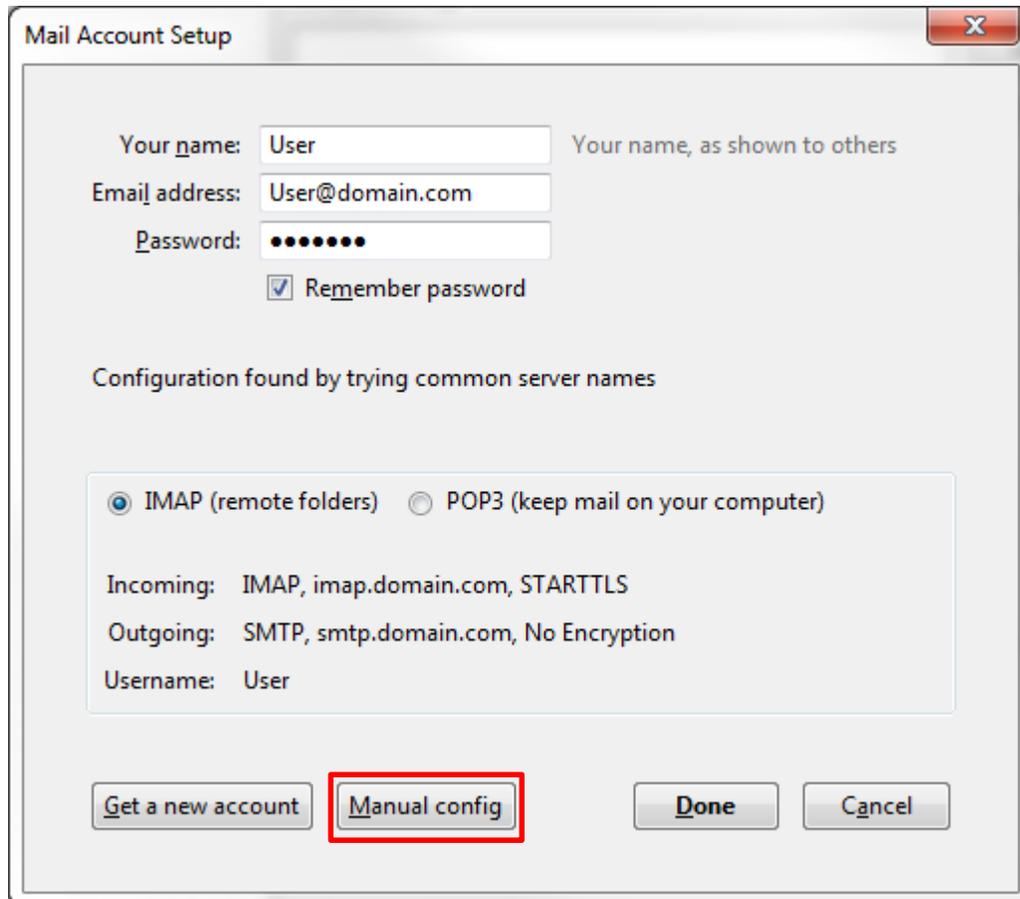
Email address:

Password:

Remember password

How to setup an email account in Thunderbird

5. Click **Manual config**.



Mail Account Setup

Your name: Your name, as shown to others

Email address:

Password:

Remember password

Configuration found by trying common server names

IMAP (remote folders) POP3 (keep mail on your computer)

Incoming: IMAP, imap.domain.com, STARTTLS

Outgoing: SMTP, smtp.domain.com, No Encryption

Username: User

How to setup an email account in Thunderbird

6. Incoming:
 - a. Select IMAP in the **Server Type** drop down menu.
 - b. Enter securemail.dewebworks.com in the **Server hostname** field – pay close attention to spelling as a mistake can cause it not to validate.
 - c. Enter 993 in **Port** field.
 - d. Select SSL/TLS in the **SSL** drop down menu.
 - e. Select Encrypted password in the **Authentication** drop down menu.
7. Outgoing:
 - a. Select POP3 in the **Server Type** drop down menu.
 - b. Enter securemail.dewebworks.com in the **Server hostname** field – pay close attention to spelling as a mistake can cause it not to validate.
 - c. Enter 465 in **Port** field.
 - d. Select SSL/TLS in the **SSL** drop down menu.
 - e. Select Encrypted password in the **Authentication** drop down menu.
8. Username:
 - a. Enter your full email address in the **Username** field for both Incoming and outgoing – pay close attention to spelling as a mistake can cause it not to validate. Click **Done** to complete your email account setup.

The screenshot shows the 'Mail Account Setup' dialog box. At the top, there are three input fields: 'Your name' (containing 'User'), 'Email address' (containing 'user@domain.com'), and 'Password' (containing seven dots). Below the password field is a checked checkbox labeled 'Remember password'. The main section of the dialog is divided into two rows for 'Incoming' and 'Outgoing' mail. Each row has five columns: 'Server Type', 'Server hostname', 'Port', 'SSL', and 'Authentication'. For 'Incoming', the settings are: IMAP, securemail.dewebworks.com, 993, SSL/TLS, and Encrypted password. For 'Outgoing', the settings are: SMTP, securemail.dewebworks.com, 465, SSL/TLS, and Encrypted password. Below these settings are two 'Username' input fields, both containing 'user@domain.com'. At the bottom of the dialog, there are five buttons: 'Get a new account', 'Advanced config', 'Re-test', 'Done' (highlighted with a red box), and 'Cancel'.