

How do I set up Netscape to send and receive e-mail?

To set up a mail or newsgroup account, first open the Window menu and choose Mail and Newsgroups. If you haven't already set up an account, the Account Wizard appears automatically, enabling you to set up an account.

The Account Wizard guides you through the process of creating a new account.

If an account already exists, the Account Wizard doesn't appear automatically when the Mail window opens. Instead, after opening the Mail window, open the File menu and choose New, then Account. For more details, see Setting Up Additional Mail and News Accounts.

Setting Up Mail Accounts to send and receive your 1&1 e-mail.

Before you set up a mail account in Netscape you must first have your POP3 mailbox details provided to you by your Account Manager, this will be the following;

- your user name (This will normally be your e-mail address)
- your e-mail address (<u>yourname@yourdomain.com</u>)
- the incoming mail server name (pop.1and1.co.uk)
- the outgoing mail server name (<u>auth.smtp.1and1.co.uk</u>)
- the incoming server type (POP)

To set up a new mail account, begin from the Mail window:

1. Open the 'Edit' menu and choose 'Mail and Newsgroups Account Settings'. You see the "Mail and Newsgroups Account Settings" dialog box.

<u>Edit V</u> iew <u>G</u> o <u>M</u> essage	$\underline{T}ools$	<u>W</u> indow
Undo		Ctrl+Z
<u>R</u> edo		Ctrl+Y
Cut		Ctrl+X
Сору		Ctrl+C
Paste		Ctrl+V
<u>D</u> elete Message		Del
<u>S</u> elect		•
Eind in This Message		Ctrl+F
Find Again		Chl+G
Folder Properties		
Mail & Newsgroups Accou	nt Settir	ngs
Pr <u>e</u> ferences		

- 2. Click 'Add Account' to start the Account Wizard. The information requested by the Account Wizard depends on the type of new account you specify in its first window. The boldface headings that follow correspond to the windows you'll see when you're setting up an ISP or e-mail provider account.
- 3. New Account Setup: Choose the type of account you want to set up, then click 'Next'.

Acco	ount Wizard
New	Account Setup
	This Wizard will collect the information necessary to set up a Mail or Newsgroup account. If you do not know the information requested, please contact your System Administrator or Internet Service Provider.
	Select the type of account you would like to set up:
	Email account
	O AOL account (For example, jsmith@aol.com)
	O Netscape Webmail (For example, jsmith@netscape.net)
	O Newsgroup account
	Cancel

4. Identity: Enter the name and e-mail address appropriate for this account, then click 'Next'.

Acco	unt Wizard		×
Ident	ity		
	Each account ca to others when th	n have its own identity, which is the information that identifies you ey receive your messages.	
	Enter the name y messages (for ex	ou would like to appear in the "From" field of your outgoing ample, "John Smith").	
	Your Name:	Type your name here	
	Enter your email a example, "user@	address. This is the address others will use to send email to you (for example.net").	
	Email Address:	type your e-mail address here	
		(< Back Next > Can	cel

5. Server Information: Indicate whether you want a POP account

You must also provide the name of your incoming mail server and your outgoing (SMTP) server here. This is the name of the mail server that sends your messages, if you are sending out mail from your 1&1 account the outgoing mail server is <u>auth.smtp.1and1.co.uk</u>. Click **'Next'** to continue.

Account Wizard Server Information	<u>×</u>
Select the type of inc	oming server you are using.
POP POP Forter the name of you	MAP
Incoming Server;	pop.1and1.co.uk
Enter the name of you	r outgoing server (SMTP) (for example, ''smtp.example.net'').
Outgoing Server:	auth.smtp.1and1.co.uk
	Cancel

Please note

You need to specify only one outgoing mail server (SMTP), even if you have several mail accounts. The name of your SMTP host may not have been explicitly listed in the account setup information provided to you. For example, your SMTP host may be the same as your POP or IMAP host. If in doubt, contact your ISP or system administrator.

6. User Name: Enter the user name that you were given when creating the POP3 mailbox, this is normally your e-mail address

Account Wizard	×
User Name	
Enter the user n	ame given to you by your email provider (for example, "jsmith").
User Name:	ptoooooox.xoi
	<pre></pre>

7. Account Name: Enter whatever name you want to use to refer to this account, then click 'Next'.

Account Wizard		×
Account Name		
Enter the name by v Account", "Home A	nich you would like to refer to this account (for example, "Work count" or "News Account").	
Account Name:	ype the account name here	
	K Back Next > Canc	el

- 8. Congratulations! Verify that the information you entered is correct. If necessary, verify the information you entered with your ISP or system administrator. When you are sure that it's correct, click 'Finish' to set up your account.
- 9. You see your new account listed in the left side of the Mail and Newsgroups Account Settings dialog box. Click 'OK' to start using your new account.

You are now ready to retrieve messages from your account.