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 (yourname@yourdomain.com)

■ the incoming mail server name (pop.1and1.co.uk)

■ the outgoing mail server name (auth.smtp.1and1.co.uk)

■ 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.

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'**.

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

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.

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

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

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.