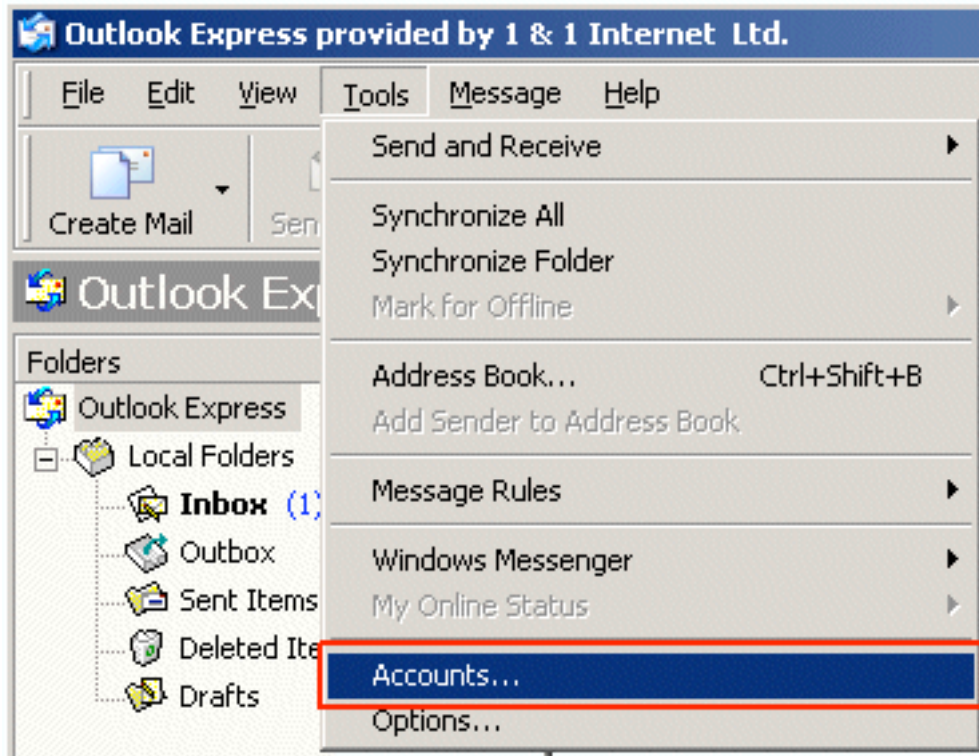
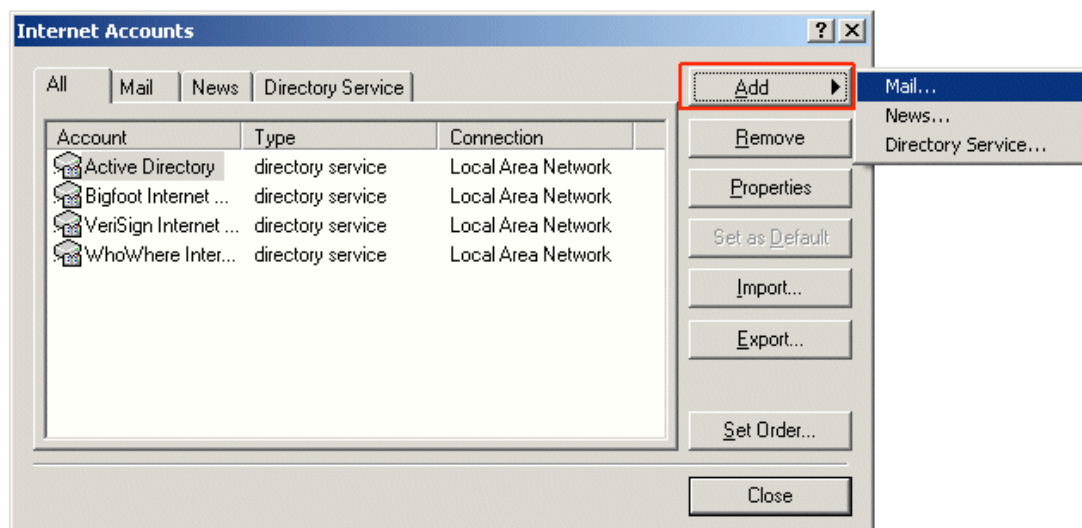


## How do I setup Outlook Express to get my e-mails?

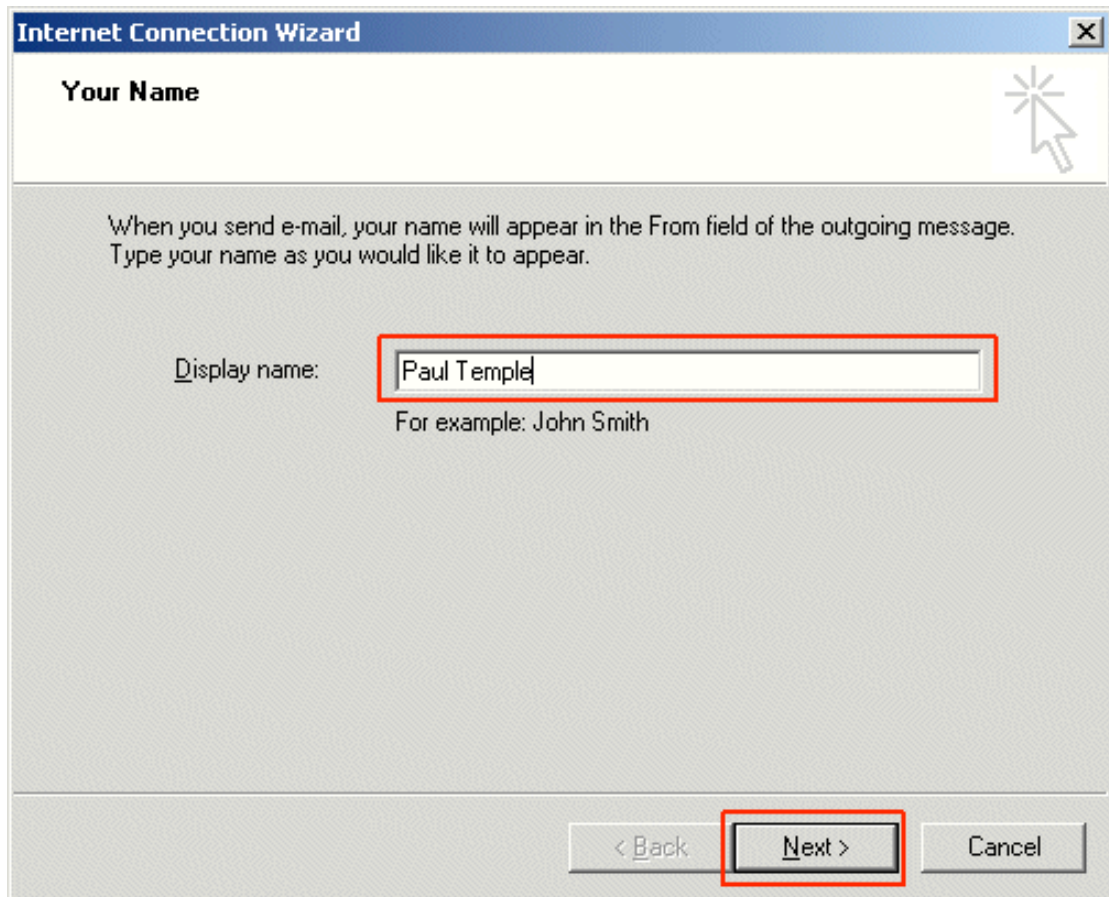
1. Start Outlook Express, from the main window you will be able to set up Outlook Express to send and receive mail from the e-mail account you have hosted with 1&1.
2. From the main menu click on Tools then Accounts to start into this set-up process.



3. A pop-up screen will appear, with 4 tabs - All, Mail, News, Directory Service - Click on the "Add" button on the Left Hand side and select Mail from the options.

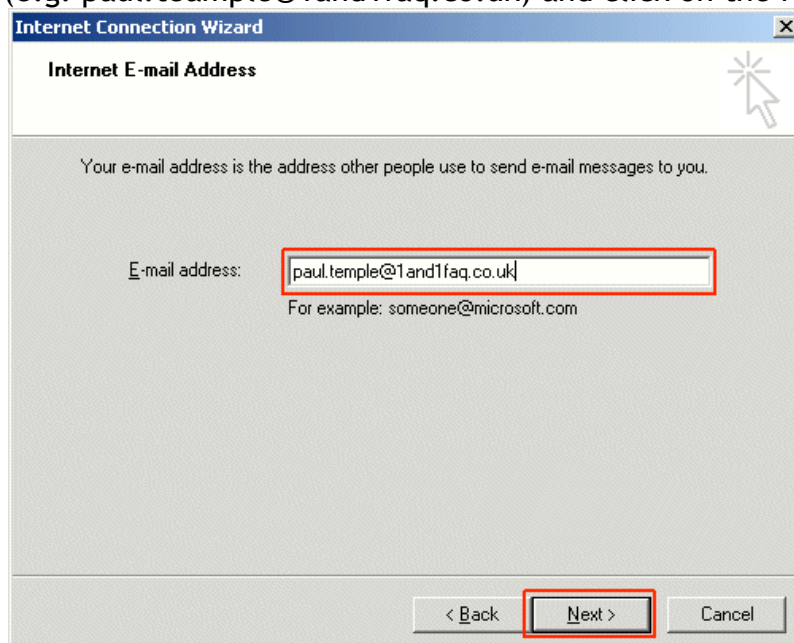


4. The display name is the name that will appear in the From field every time you send an e-mail. In the available space, enter the name you wish to appear and then click on Next.



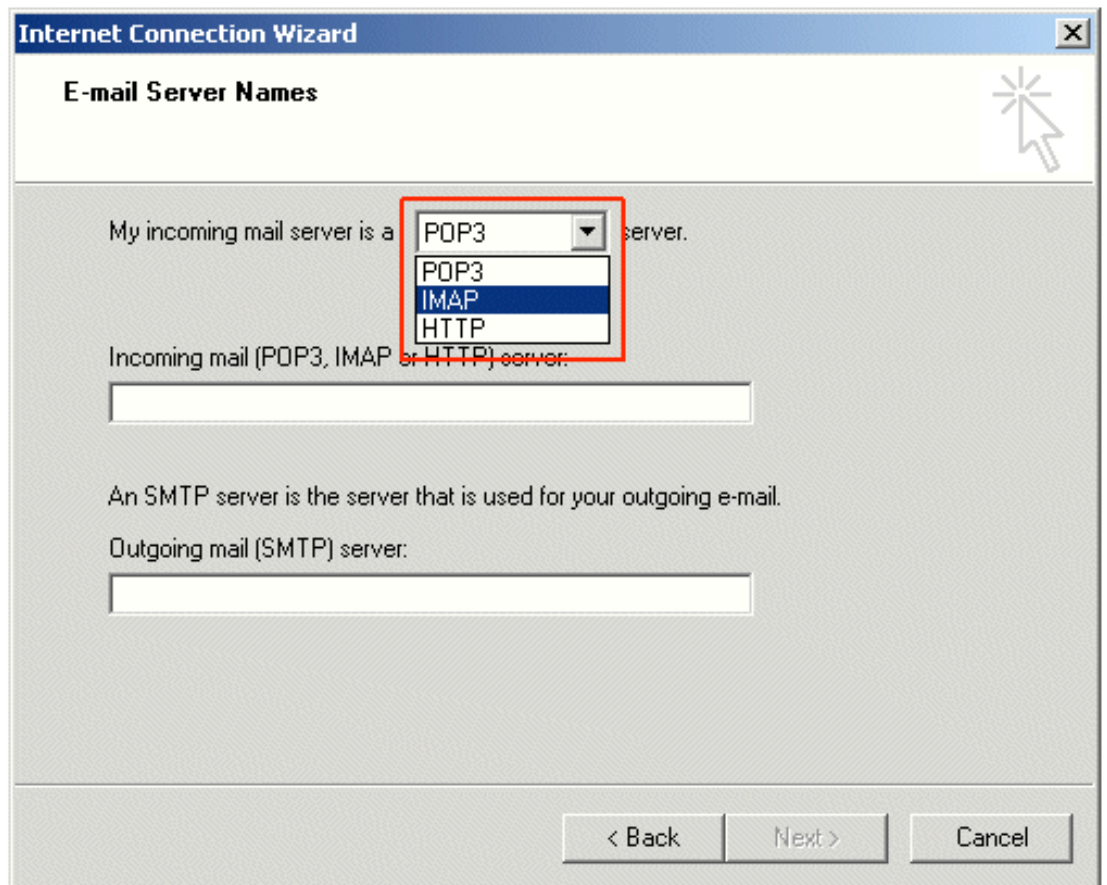
The screenshot shows the 'Internet Connection Wizard' window at the 'Your Name' step. The title bar reads 'Internet Connection Wizard'. Below the title bar, the text 'Your Name' is displayed. A mouse cursor is pointing at a star icon in the top right corner. The main text reads: 'When you send e-mail, your name will appear in the From field of the outgoing message. Type your name as you would like it to appear.' Below this, there is a text input field labeled 'Display name:' containing the text 'Paul Temple'. Below the input field, it says 'For example: John Smith'. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is highlighted with a red box.

5. Type in the name of the e-mail address you are configuring (e.g. paul.temple@1and1faq.co.uk) and click on the Next button.



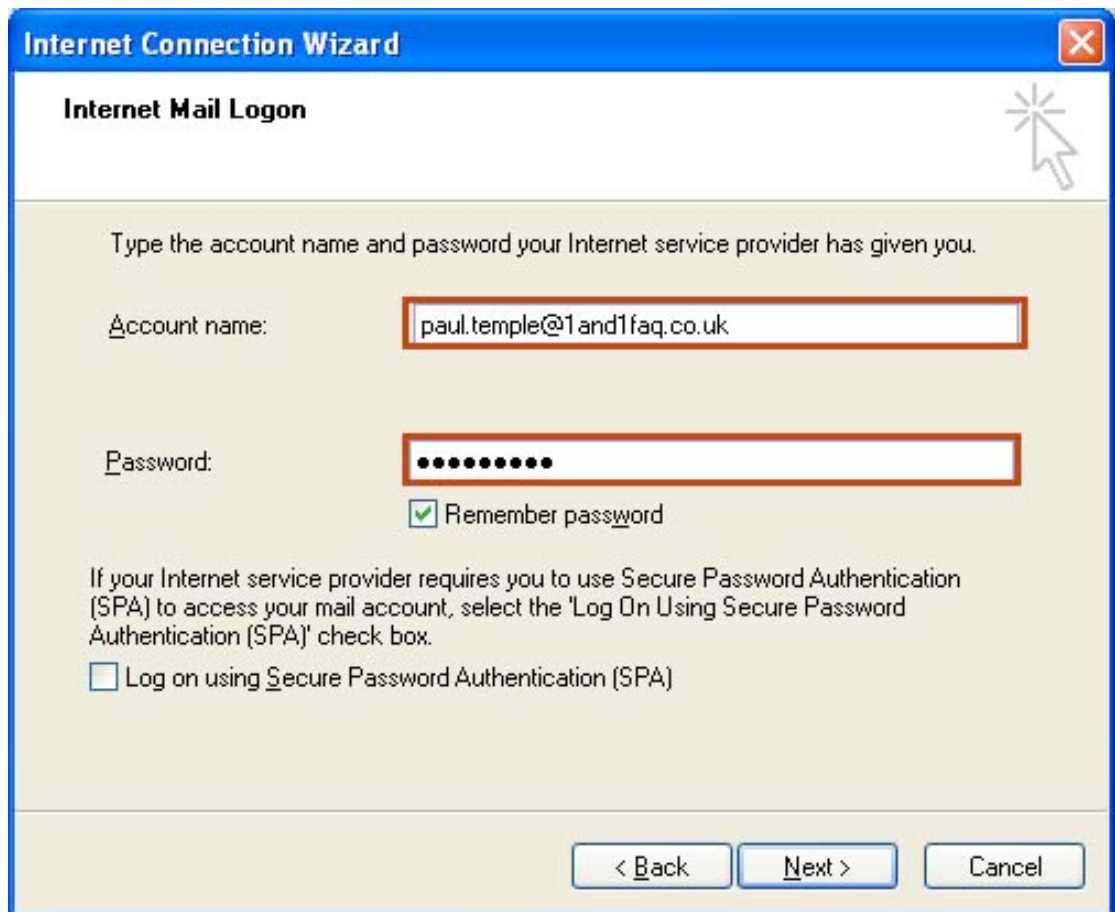
The screenshot shows the 'Internet Connection Wizard' window at the 'Internet E-mail Address' step. The title bar reads 'Internet Connection Wizard'. Below the title bar, the text 'Internet E-mail Address' is displayed. A mouse cursor is pointing at a star icon in the top right corner. The main text reads: 'Your e-mail address is the address other people use to send e-mail messages to you.' Below this, there is a text input field labeled 'E-mail address:' containing the text 'paul.temple@1and1faq.co.uk'. Below the input field, it says 'For example: someone@microsoft.com'. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is highlighted with a red box.

6. Sending and retrieving mails requires the use of e-mail servers. For your 1&1 e-mail account, the Incoming mail server is an POP3 server, this is not the default server selected in Outlook Express, so you will need to click on the drop down box and Select POP3 from the list.



7. Also you will be required to, enter the addresses for the incoming and outgoing mail servers are required.
  - a. The incoming mail server address is: pop.1and1.co.uk
  - b. The outgoing mail server address is: auth.smtp.1and1.co.uk

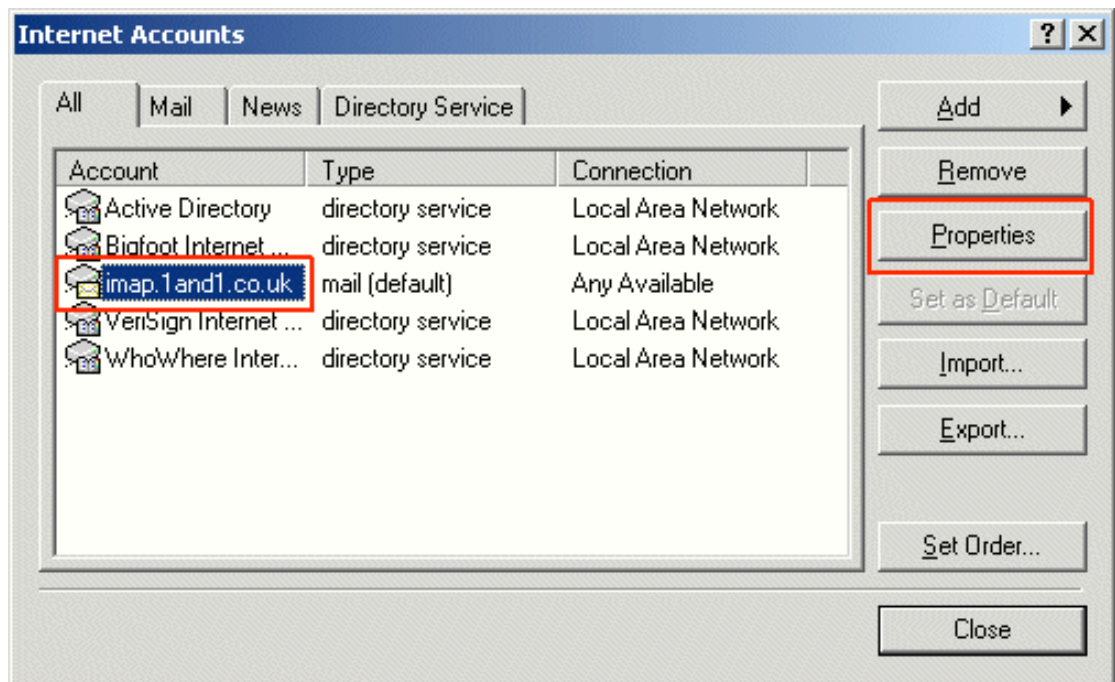
8. Click on Next to proceed to the next page.
9. Here you must have your e-mail user name and password for the account you are configuring ready.



The screenshot shows a Windows dialog box titled "Internet Connection Wizard" with a sub-header "Internet Mail Logon". The main text reads: "Type the account name and password your Internet service provider has given you." There are two input fields: "Account name:" containing "paul.temple@1and1faq.co.uk" and "Password:" containing ten dots. Below the password field is a checked checkbox labeled "Remember password". A paragraph of text explains: "If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box." Below this is an unchecked checkbox labeled "Log on using Secure Password Authentication (SPA)". At the bottom right are three buttons: "< Back", "Next >", and "Cancel".

10. Click Next and Finish.
11. This has setup Outlook Express so that you can receive e-mail, however at 1&1 we use an authentication system to help prevent spam emails being sent, you will now need to set Outlook Express to use our Authenticated E-Mail servers.

12. Click on the "Mail" Tab, with will show only e-mail accounts. Select your e-mail account and then press the "Properties Button".



13. This will show you all the settings for you 1&1 e-mail account in Outlook Express, click on the "Servers" Tab.



14. At the bottom of the Window there is a section called "Outgoing Mail Server". You will need to tick the box "My server requires authentication".



15. As default Outlook express should do all the setting for this change, however to check click on the "Settings" button, the option "Use same settings as my incoming mail server" should be ticked.

16. Click on "OK" to close this window. The Click on "OK".

**You have now fully set up your Outlook Express e-mail client to Send & Receive e-mails.**