



How to Setup Microsoft Outlook Express

The first time you open Microsoft Outlook Express it will start a wizard that will take you through the process of setting up a new eMail account.

The screenshot shows a window titled "Internet Connection Wizard" with a close button in the top right corner. The main heading is "Your Name". Below this, there is a text box containing "J Doe". To the right of the text box is a mouse cursor icon. Below the text box, the text "For example: John Smith" is displayed. At the bottom of the window, there are three buttons: "< Back", "Next >", and "Cancel".

Internet Connection Wizard

Your Name

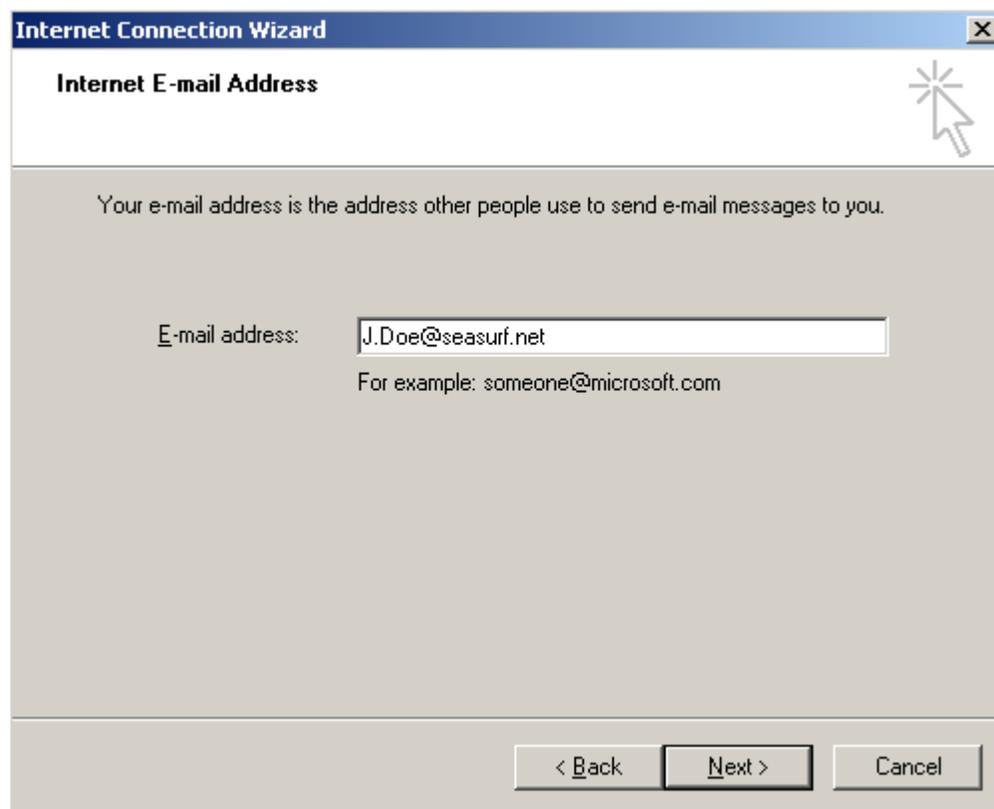
When you send e-mail, your name will appear in the From field of the outgoing message.
Type your name as you would like it to appear.

Display name:

For example: John Smith

< Back Next > Cancel

Enter your name and click “Next”



Enter your eMail address and click “Next”

Internet Connection Wizard [X]

E-mail Server Names [Help]

My incoming mail server is a server.

Incoming mail (POP3, IMAP or HTTP) server:

An SMTP server is the server that is used for your outgoing e-mail.

Outgoing mail (SMTP) server:

< Back Next > Cancel

Enter “mail.seasurf.net” in both of the incoming and outgoing server boxes and click “Next”

Internet Connection Wizard [X]

Internet Mail Logon [Help]

Type the account name and password your Internet service provider has given you.

Account name:

Password:

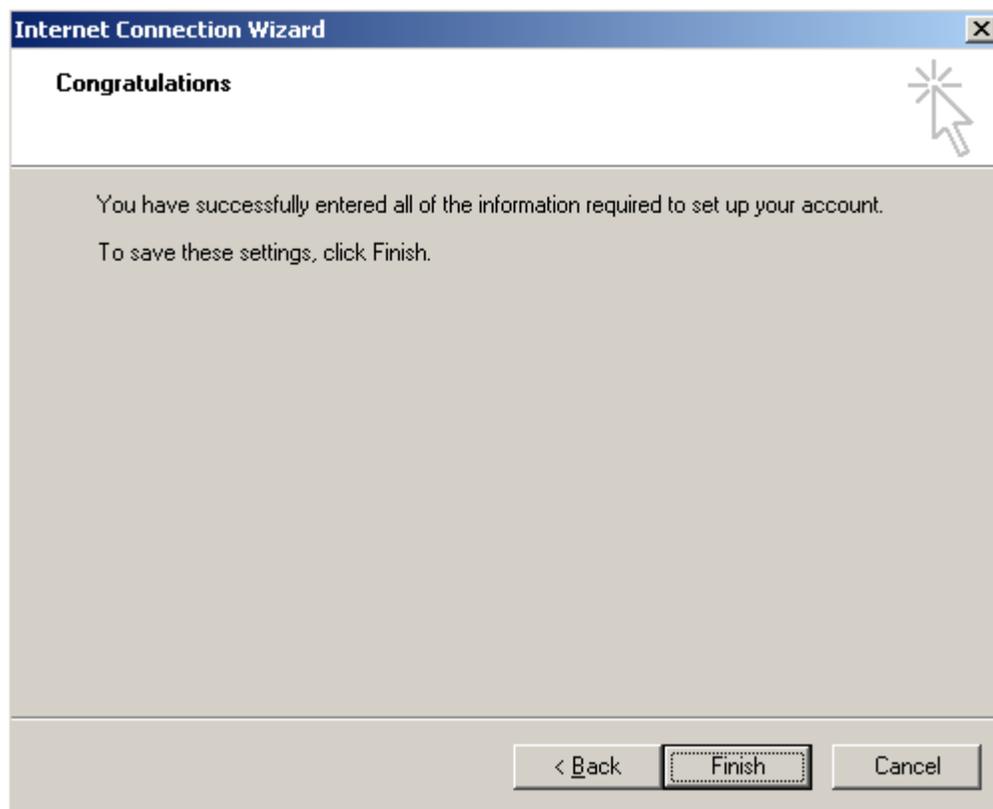
Remember password

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.

Log on using Secure Password Authentication (SPA)

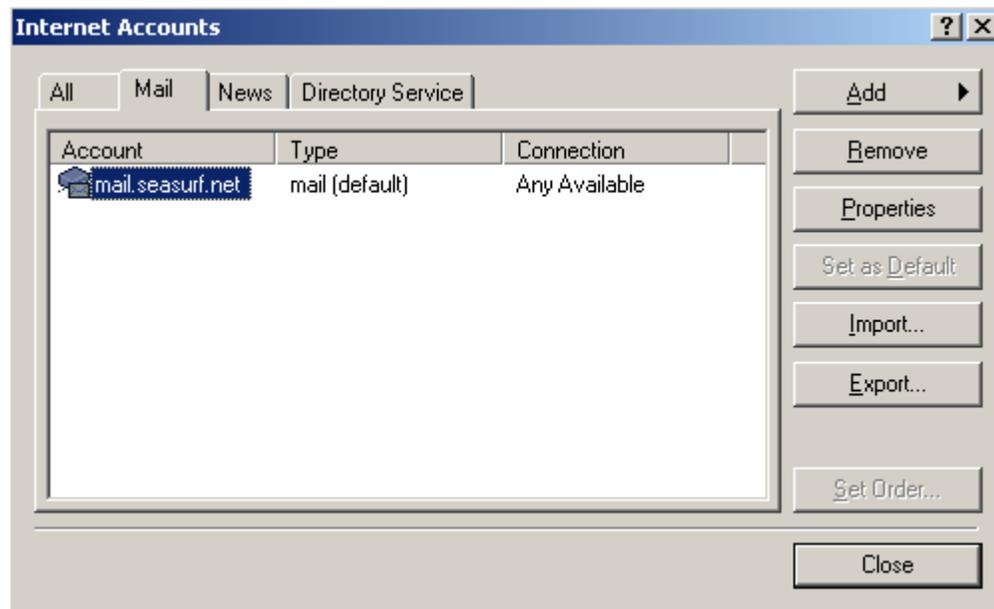
< Back Next > Cancel

Enter the “Account name”, “Password” that where provided to you, and click “Next”



At this point click “Finish” however we are not done

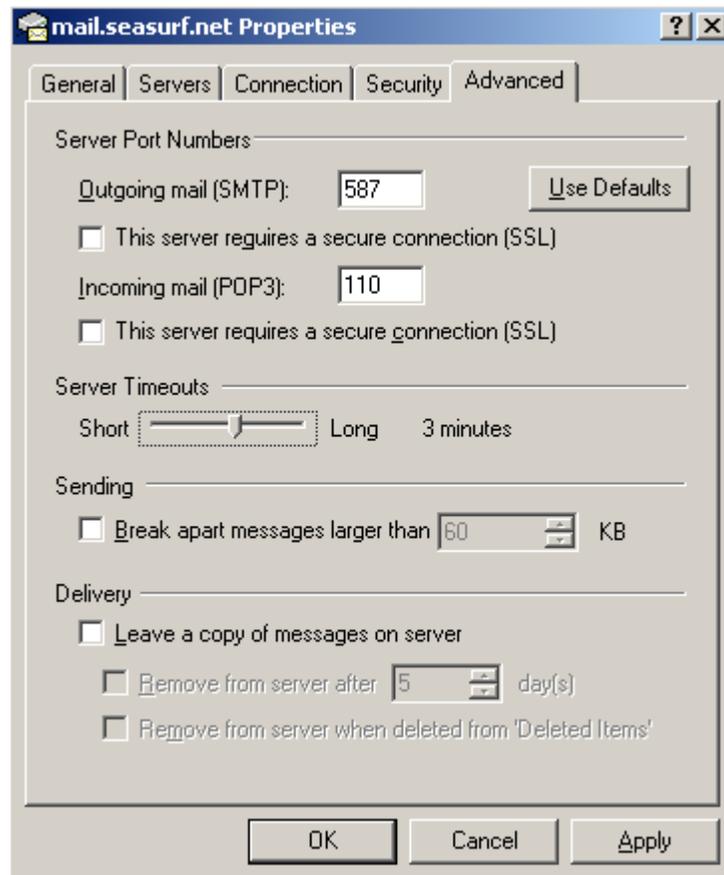
With Microsoft Outlook Express open click “Tools”, “Accounts...”



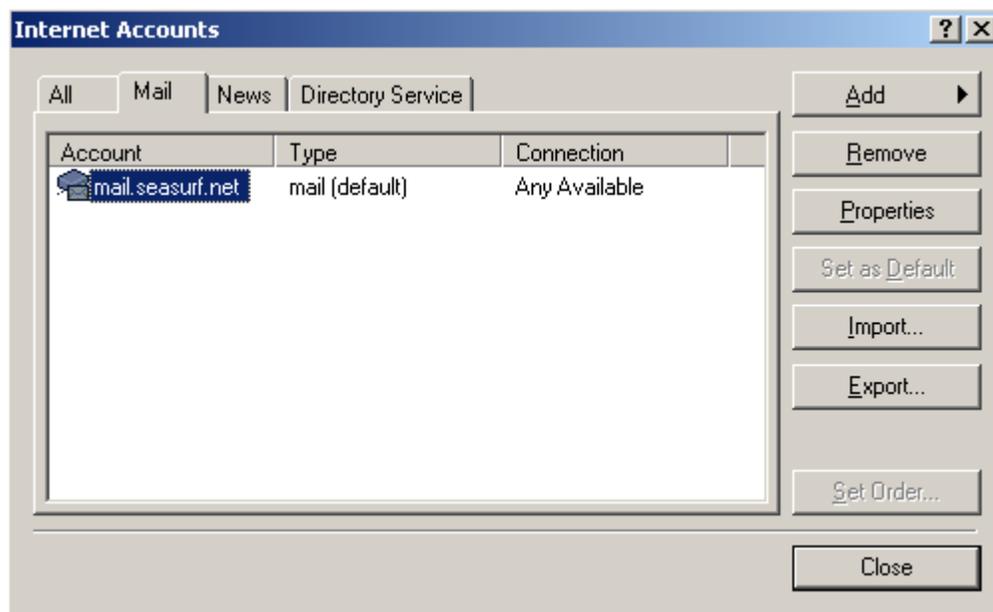
Click on the “Mail” tab, and then the “Properties” button



Click on the “Servers” tab, and then near the bottom of this window check the “My server requires authentication” box



Click on the “Advanced” tab, change the “Outgoing mail [SMTP]:” to 587, change the “Server Timeouts” to 3 minutes, and then click the “OK” button



Next click the “Close” button and you are done

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1800 NW 167th Place Suite 160

Beaverton, Oregon 97006-8132

Phone Seaside +1 503 738 3844

Phone Beaverton +1 503 690 2700 FAX +1 503 690 9700