Open Outlook, then go to the menu bar and click tools. Select the "E-mail Accounts" option.



Select Add new Account



erver Type		
You can choos	e the type of server your new e-mail acount will work with.	> <u>S</u>
c	Microsoft Exchange Server	
	Connect to an Exchange server to read e-mail, access public folders, and share documents.	
6	POP3	
	Connect to a POP3 e-mail server to download your e-mail.	
0	i map	
	Connect to an IMAP e-mail server to download e-mail and synchronize mailbox folders.	
C	` НТТР	
	Connect to an HTTP e-mail server such as Hotmail to download e-mail and synchronize mailbox folders.	
C	Additional Server Types	
	Connect to another workgroup or 3rd-party mail server.	

Key in your e-mail information. For example, if your e-mail address is <u>yourname@fkbnet.bm</u>, then your incoming and outgoing mail server should read "mail.fkbnet.bm". Your mail username is your full e-mail address. See the picture below for a guide:

User Information		Server Information	
our Name:	Aceboy	Incoming mail server (POP3):	mail.fkbnet.bm
-mail Address:	aceboy@fkbnet.bm	Outgoing mail server (SMTP):	mail.fkbnet.bm
Logon Information		Test Settings	
Jser Name:	aceboy@fkbnet.bm	After filling out the information on this screen, we recommend you test your account by clicking the button	
Password:	****	below. (Requires network conn	ection)
	🔽 Remember password	Test Account Settings .	
Log on using	Secure Password		

Next, click "More Settings" and go to the Outgoing Server tab. Check the box next to "My outgoing server (SMTP) requires authentication".

for List	V Look for	Convolution + Tacks					
E-ma	il Accounts	? 🛛					
Internet E-mail Settings (POP3)							
	Internet E-mail Settings 🛛 ? 🔀						
Usi	General Outgoing Server Connection Advanced						
You	V My outgoing server (SMTP) requires authentication	mail.fkbnet.bm					
E-m	Use same settings as my incoming mail server	mail.fkbnet.bm					
Loç	C Log on using						
Use	Password:	n on this screen, we					
Pas	Remember password	nection)					
	Log on using Secure Password Authentication						
Г	C Log on to incoming mail server before sending mail						
		More Settings					
		Nexts Council					
		pr online billing					
	OK Cancel						

Click on the Connection tab at the top. If you are using DSL via a router, select LAN. If you are using DSL via PPPoE or a dial up account, select "Connect using my phone line" and choose FKBNet.



Click OK, then click OK on the previous window. You have now completed the setup. Click finish to exit. If you require further assistance, please call FKBNet at 293-5980 or fax 293-5982.