

## Setting up Mozilla Thunderbird for Mac OS X



Mozilla Thunderbird is a highly recommended e-mail client for your mac. To download it, go to <http://www.mozilla.com/thunderbird/> and click on **Free Download**. Please note that its minimum requirements are Mac OS X 10.2.x and later versions.

1. First of all, start up Mozilla Thunderbird. If this is the first time you've started Thunderbird on your computer, you should immediately get a **New Account Setup** window. Otherwise Click on **Local Folders** in the left hand pane, and then **Create a new account** as you can see below.



2. You should now have a screen that asks you what type of account you wish to create. Make sure email account is selected, and click on **Continue**.



3. You will now be prompted for your **name**, which appears in outgoing emails (so you may use your full name, first name, company name, etc), and the **e-mail address** you are configuring. Enter this information, then click **Continue**.



4. The next page will ask you for the incoming, and possibly the outgoing mail server.

Under **Server Information**, select **POP**.

Enter the name of your **Incoming Server** in the form of **mail.mydomain.com.au** where **mydomain.com.au** is your domain.

Enter the name of your **Outgoing Server** which is provided by your ISP. eg **mail.yourisp.com.au**

Click **Continue** once this is done.



Mozilla Thunderbird

**Server Information**

Select the type of incoming server you are using.

POP  IMAP

Enter the name of your incoming server (for example, "mail.example.net").

Incoming Server:

Enter the name of your outgoing server (SMTP) (for example, "smtp.example.net").

Outgoing Server:

Cancel Go Back Continue

5. You are now asked to enter your **username**. This should be your full e-mail address as you entered it before. Click **Continue** when done.



6. Next is will prompt you for the account name, this is just a descriptive name that you see in the lefthand panel. You can leave it as the default, so just click **Continue** again.



7. Now you will be presented with a summary of your settings. Look over them to make sure everything has been entered correctly, and then click **Done**.



8. If at this point you are prompted for your password, please enter it in, making certain that all UPPERCASE and lowercase letters are entered correctly, and that there are no extra 'spaces'. The basic configuration is now done.

