

## Setting up Netscape Mail

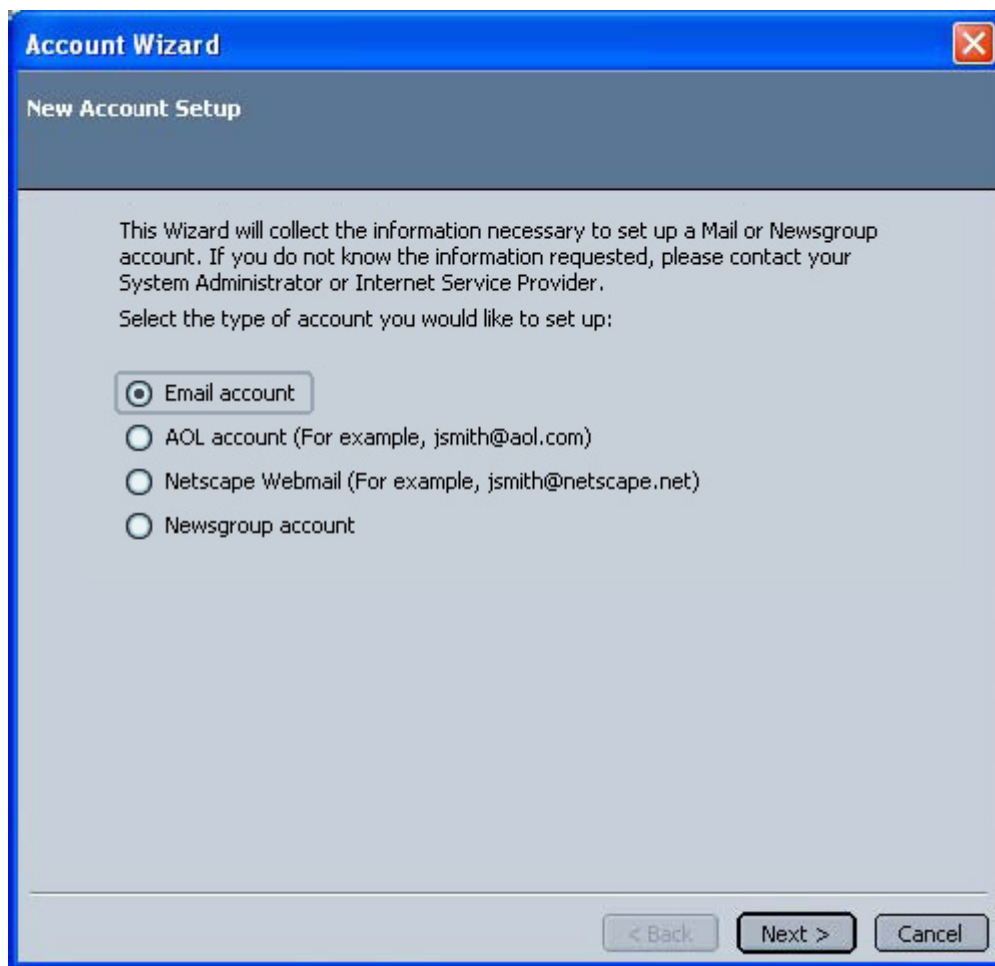


Netscape Mail is popular POP email software which is available on both Windows and Macintosh platforms. The following screen shots are taken with Netscape Mail version 7.0, but they should be very similar to other versions on different operating systems.

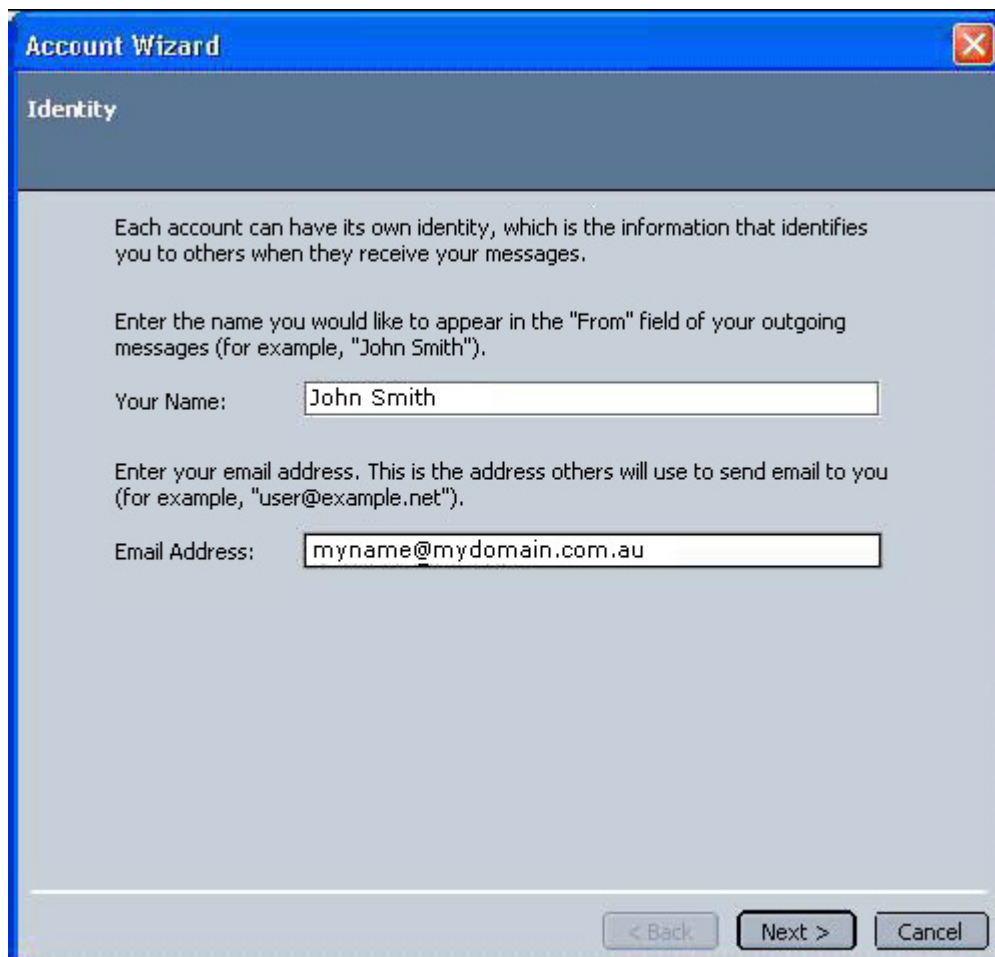
1. When you initially create a new profile or **start Netscape Mail** for the first time the following box comes up. **Select Cancel** and follow the prompts confirming your choice.



2. A wizard is now displayed to help you setup your email account. **Select Email account** from the list of options and click **Next**.

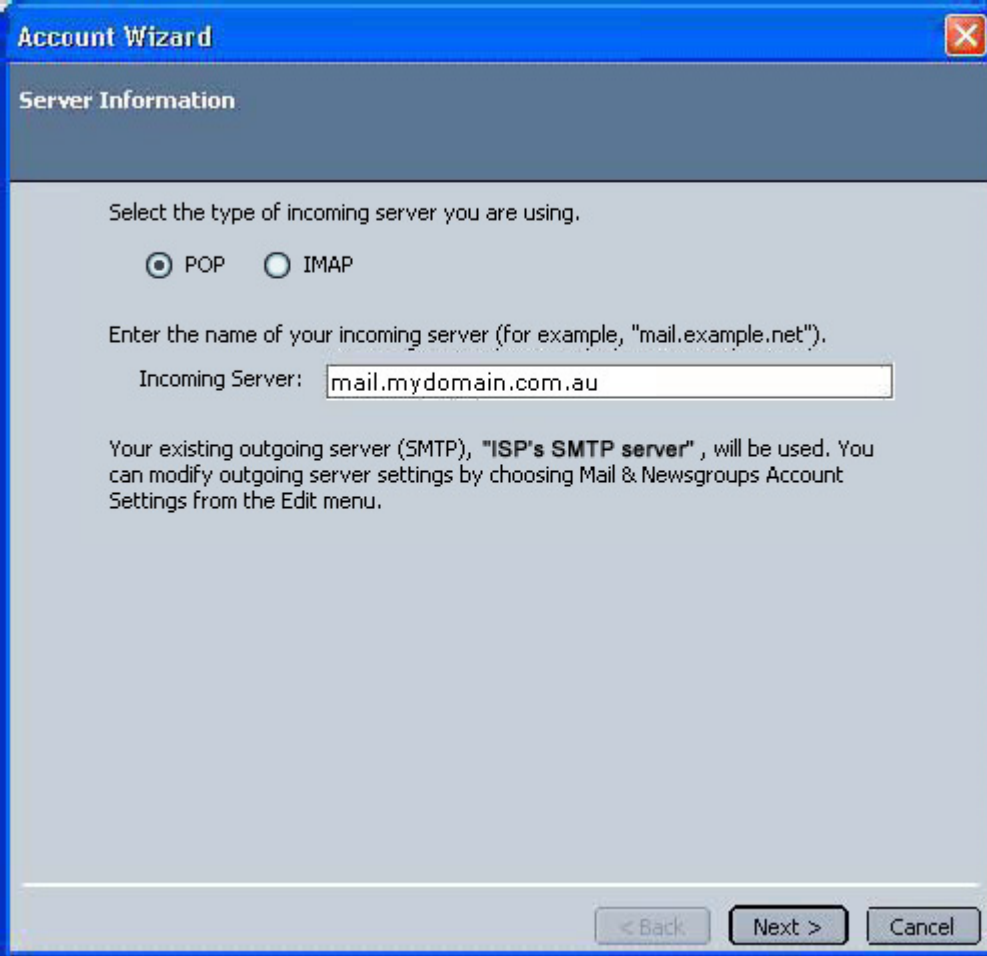


3. Next under the Your Name field **type your full name** (or whatever name you want displayed to users when you send them email.) Next type in your **email address** under the Email Address field. Click **Next**.



Next, select the **POP** option under Select the type of incoming server you are using. Type the **incoming server** and click **Next** to continue.

4. - My incoming mail server is a: POP3 server  
- Incoming mail server (POP3): mail.yourdomain.com.au  
- (Replace yourdomain.com.au with your own domain name)



The screenshot shows a dialog box titled "Account Wizard" with a close button in the top right corner. The main heading is "Server Information". Below this, there is a section titled "Select the type of incoming server you are using." with two radio button options: "POP" (which is selected) and "IMAP". Below the radio buttons, there is a text prompt: "Enter the name of your incoming server (for example, 'mail.example.net')." followed by a text input field labeled "Incoming Server:" containing the text "mail.mydomain.com.au". At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

5. Double check your username. Type your **full email address as your username**.

**Account Wizard** [Close]

**User Name**

Enter the user name given to you by your email provider (for example, "jsmith").

User Name:

< Back   **Next >**   Cancel

6. This should display your email address. Click **Next**.

**Account Wizard** [Close]

**User Name**

Enter the user name given to you by your email provider (for example, "jsmith").

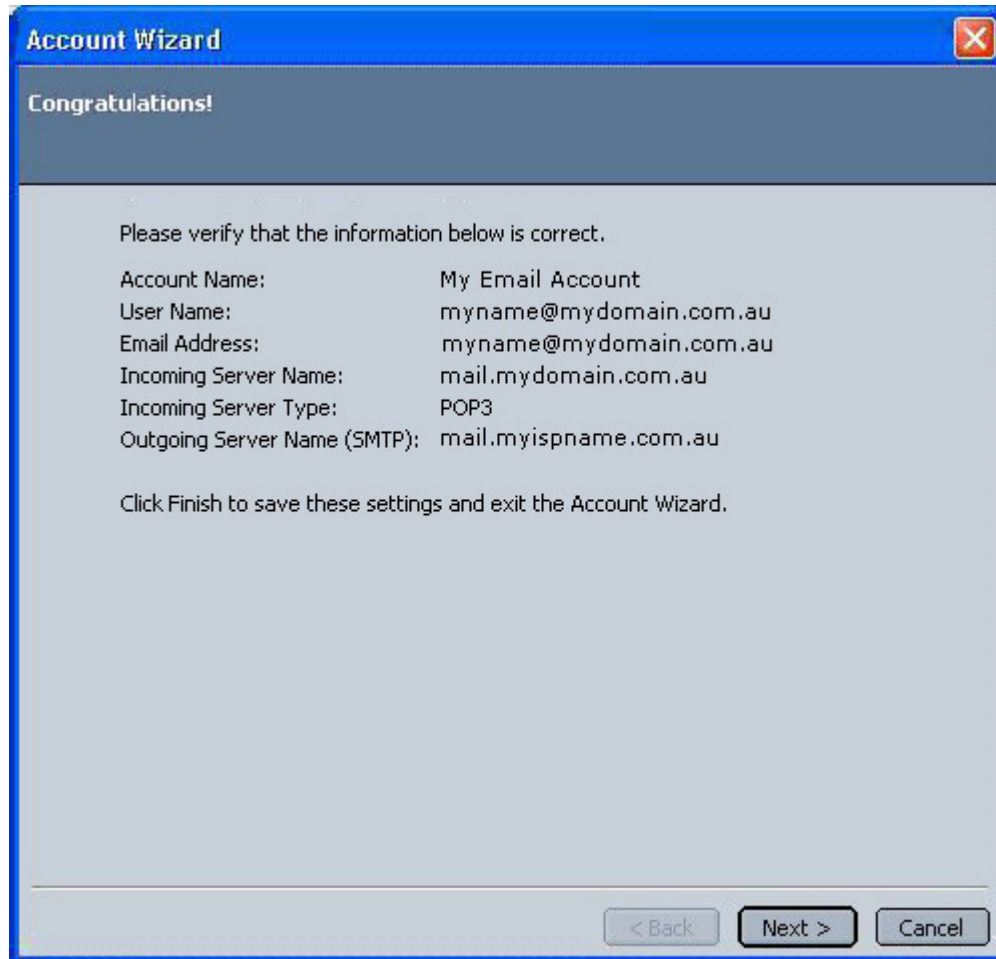
User Name:

< Back   **Next >**   Cancel

**Verify** that all of the information is correct, then click **Finish**.

7.

- Username: myname@mydomain.com.au
- Email address: myname@mydomain.com.au
- Incoming Server Name: mail.mydomain.com.au
- Incoming Server Type: POP3
- Outgoing Server Name (SMTP): Same as Your Isp mail.myispname.com.au



On the Mail & Newsgroups Account Settings page, select 'Outgoing Server (SMTP)' and type the SMTP server provided by your ISP as your SMTP server name. Click **Ok**.

8.

- **Outgoing mail server (SMTP):** provided by your ISP

