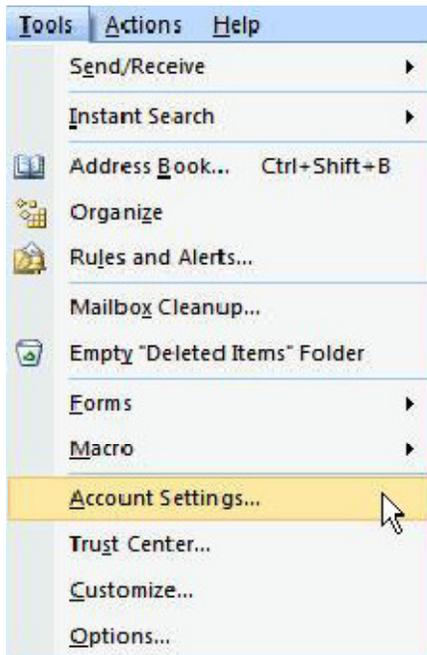


## Configuring MicroSoft Outlook 2007

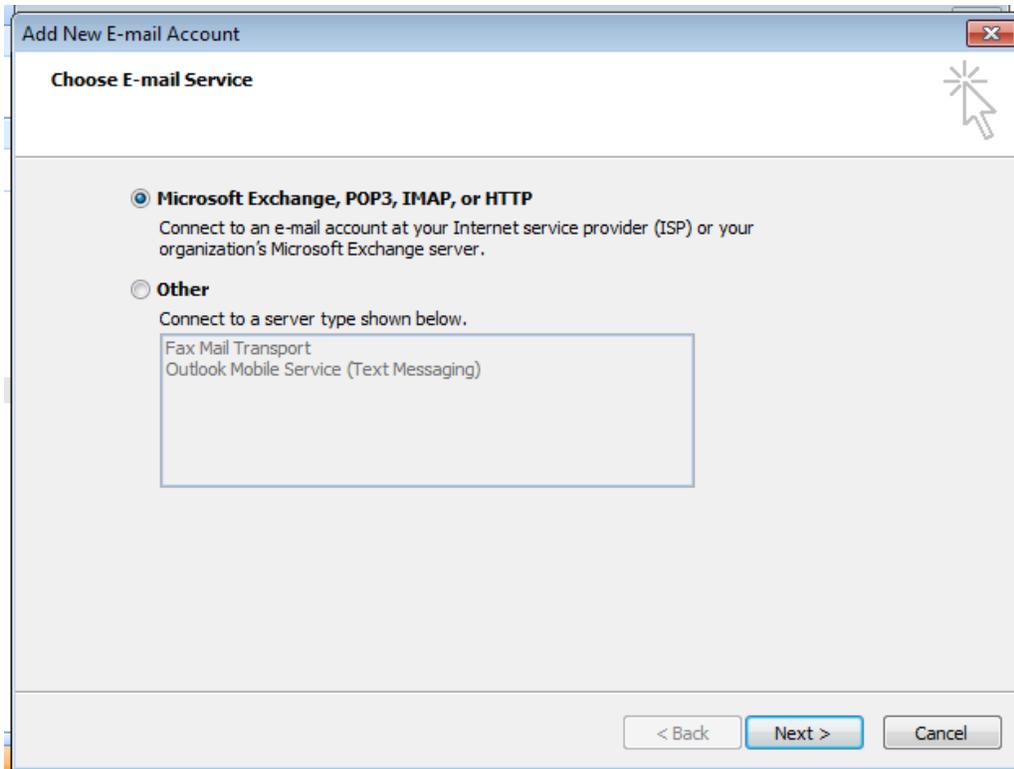
To configure your mail account in Microsoft Outlook 2007, you need to follow below mentioned guide lines.

Open Outlook. Select **Account Settings...** from the **Tools** menu.

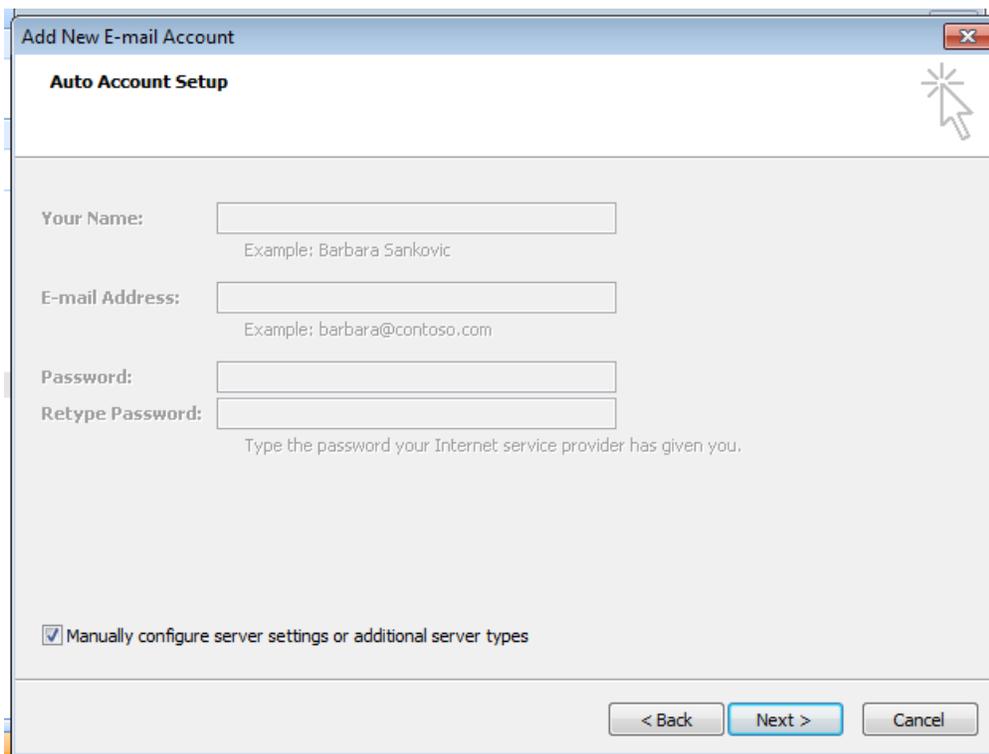


On the E-mail tab, click **New**.

Select **Microsoft Exchange, pop3** and click **Next >**.

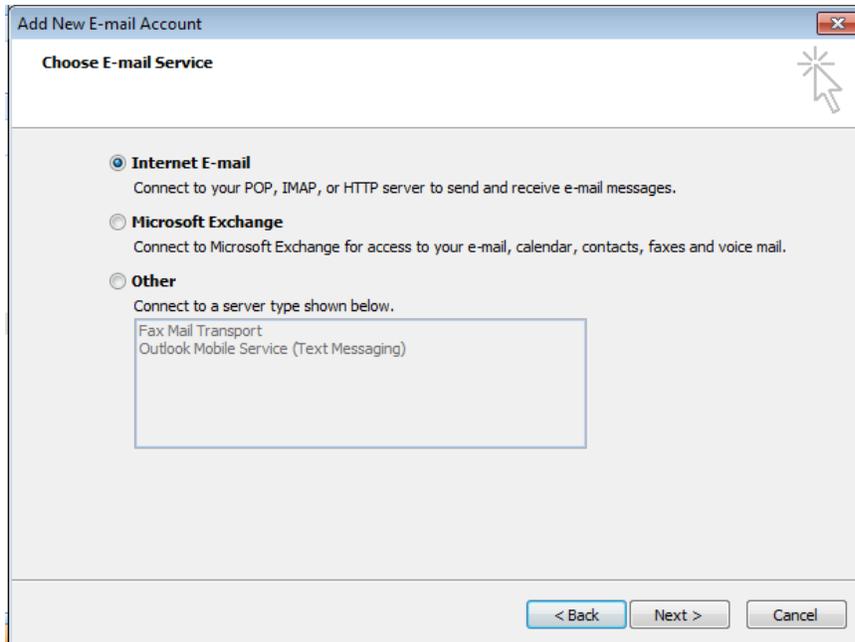


Select "Manually configure server settings or additional server types" and click **Next >**.



Select **Internet E-mail** and click **Next >**.

Select POP3 from the Server Type as we need to configure POP3 Type of Account.



Enter the following information for E-mail Accounts.

Filling the Information like Your Name, Email Address e.g. test@dreamsoftindia.com, User Name (which will be email-domainname), password and Incoming & Outgoing Mail Servers which will be main.domainname.com.

**Add New E-mail Account**

**Internet E-mail Settings**  
Each of these settings are required to get your e-mail account working.

**User Information**  
Your Name: Test DreamSoft  
E-mail Address: test@dreamsoftindia.com

**Server Information**  
Account Type: POP3  
Incoming mail server: mail.dreamsoftindia.com  
Outgoing mail server (SMTP): mail.dreamsoftindia.com

**Logon Information**  
User Name: test-mail.dreamsoftindia  
Password: \*\*\*\*\*  
 Remember password  
 Require logon using Secure Password Authentication (SPA)

**Test Account Settings**  
After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)  
Test Account Settings ...

More Settings ...

< Back   Next >   Cancel

Click **More Settings...**

Click on the **Outgoing Server** tab, and check the box labeled **My outgoing server (SMTP) requires authentication**. Then choose to **Use same settings as my incoming mail server**

**Internet E-mail Settings**

General   **Outgoing Server**   Connection   Advanced

My outgoing server (SMTP) requires authentication

Use same settings as my incoming mail server

Log on using  
User Name:   
Password:   
 Remember password

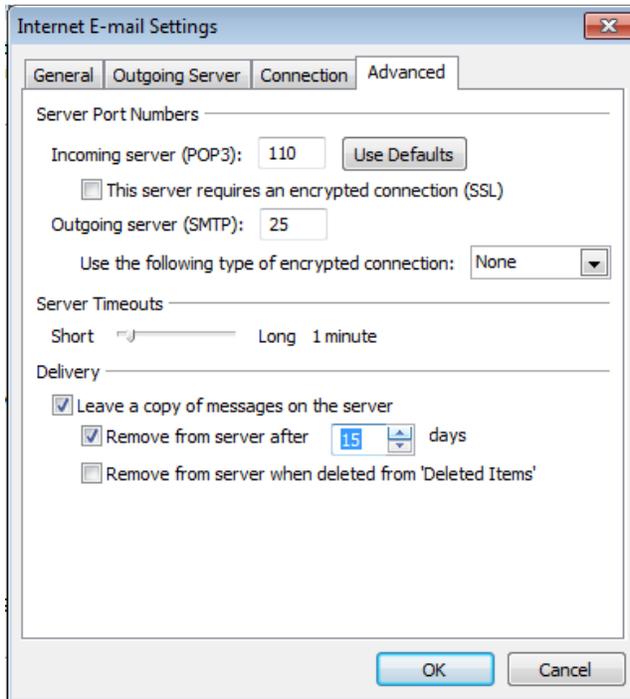
Require Secure Password Authentication (SPA)

Log on to incoming mail server before sending mail

OK   Cancel

Click on the **Advanced** tab.

Under **Incoming Server (POP3)**, the port number should be set to **110**.  
Under **Outgoing Server (SMTP)**, the port number should be set to **25/2525**.



Click **OK**  
Click **Next**. Click **Finish**.