

Setup Your Email In Microsoft Outlook (Windows) POWERFULPUBLICATIONS.COM

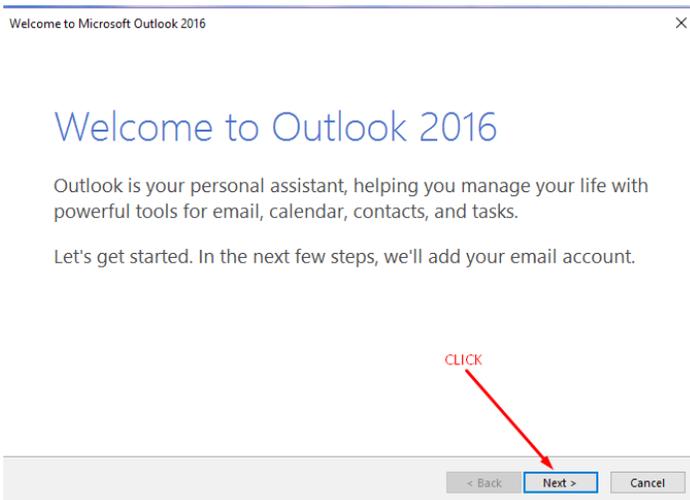
Tip: You can access your email securely from any computer in the world via Webmail by visiting <https://maserati.websitewelcome.com/webmail>

To Setup Outlook Do The Following

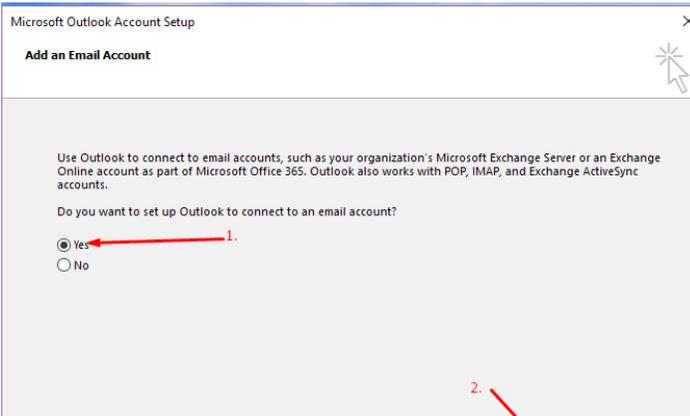
To setup Outlook you will need your user name and password. Your Username is your entire email address (example user@powerfulpublications.com).



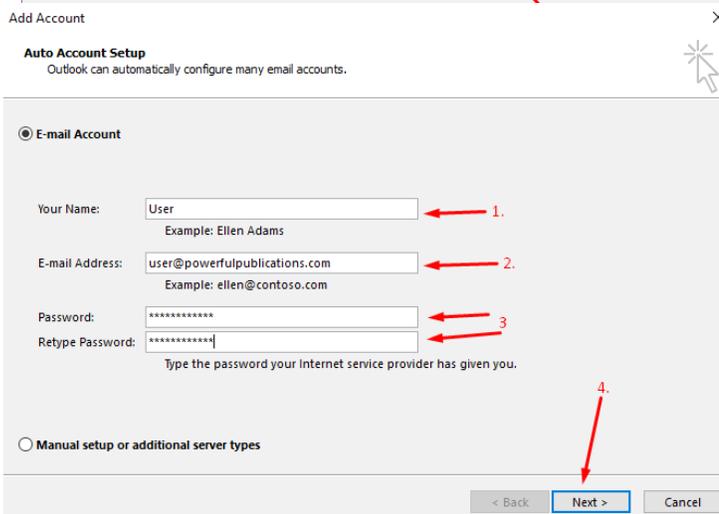
Launch Outlook by double clicking Outlook icon.
(note, this tutorial works for all versions of Outlook since 2007)



This is the first pop-up window, just click next.



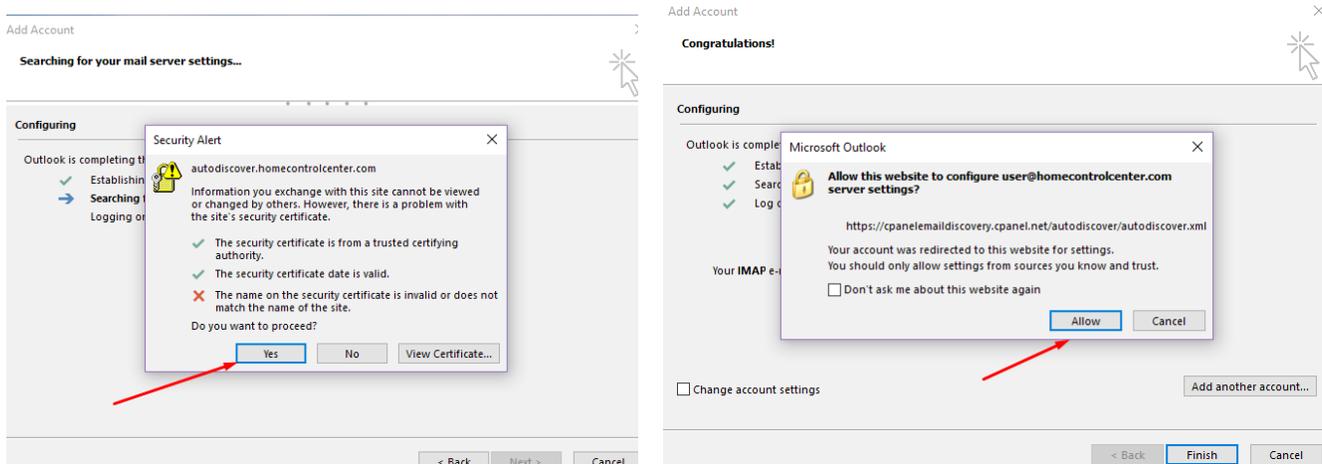
1. Yes we want to set up Outlook to an email account.
2. Click on next



This is most important step. You need to enter all the data correctly.

1. Enter your name here, this is what other people would see when you send email to them.
2. Enter your email address
3. Enter your passwords and repeat
4. Then click on **Next...**

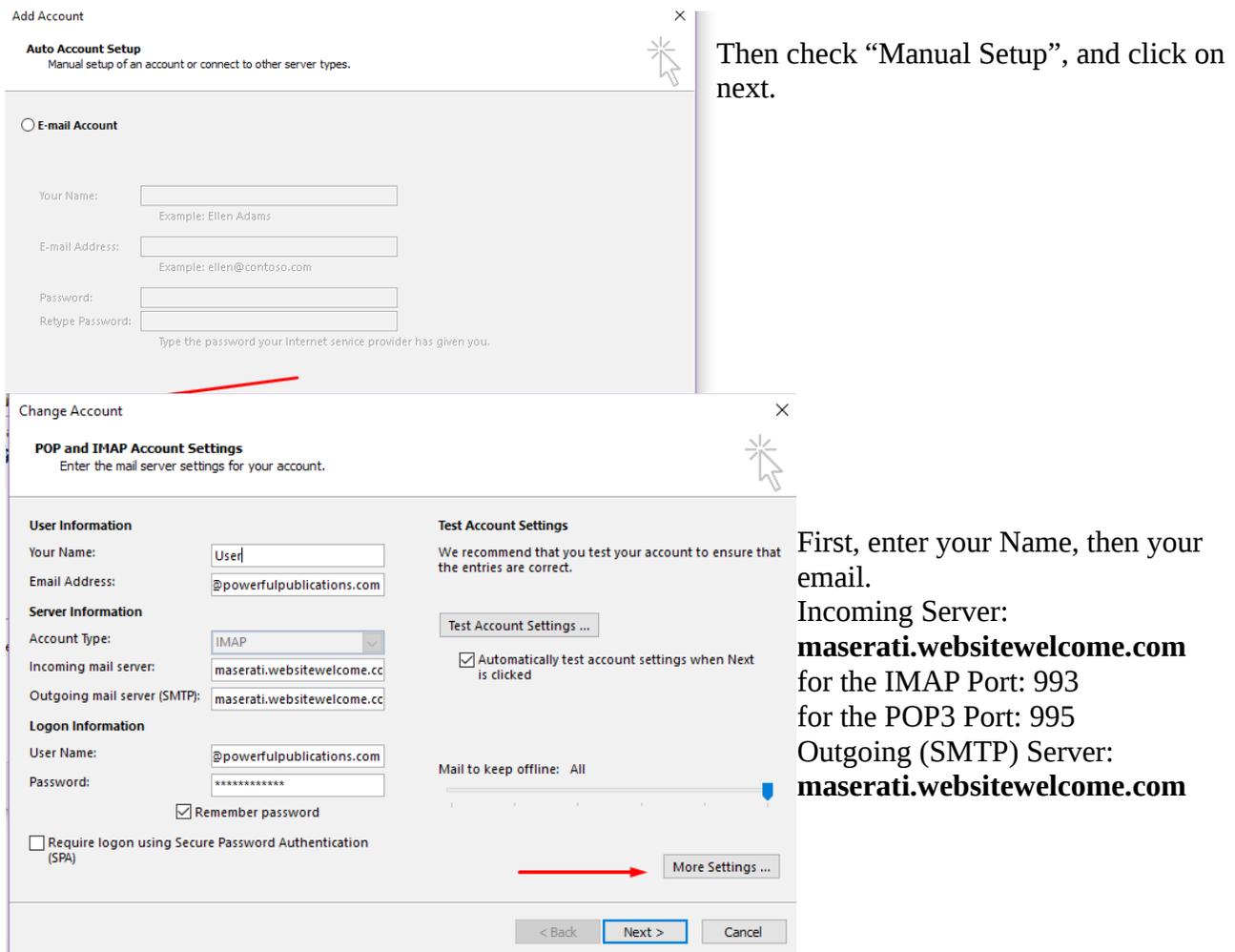
If you get the screens like the ones below, that means that Outlook has successfully managed to get auto configuration from the mail server. Just click the buttons on these pop-ups.



And then click finish. This is it. Your ready to use outlook with your email address.

But in case Outlook wasn't auto-configured, this is what needs to be done.

Go back to this screen

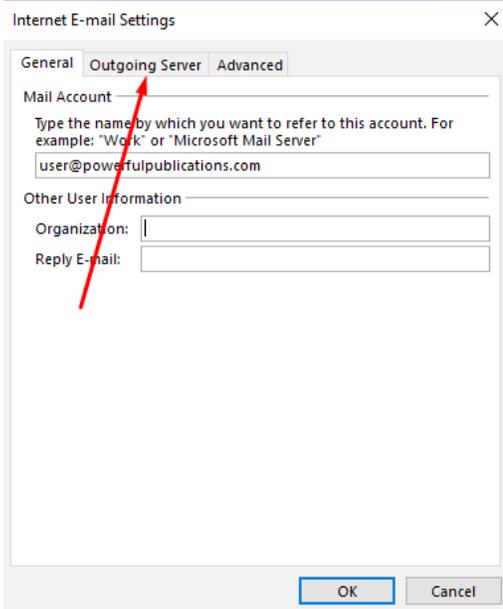


Then check "Manual Setup", and click on next.

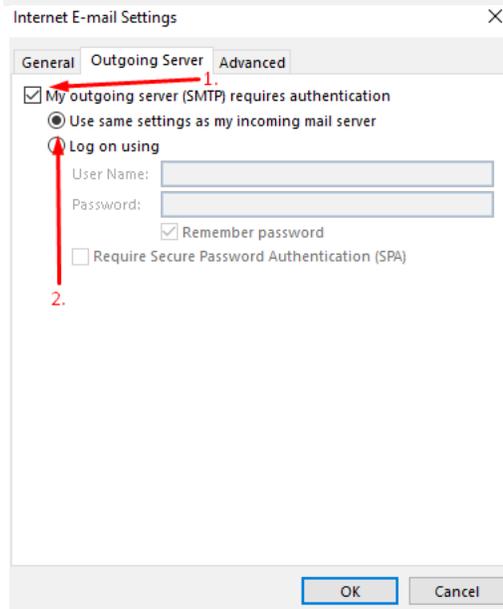
First, enter your Name, then your email.
Incoming Server: **maserati.websitewelcome.com**
for the IMAP Port: 993
for the POP3 Port: 995
Outgoing (SMTP) Server: **maserati.websitewelcome.com**

SMTP Port: 465

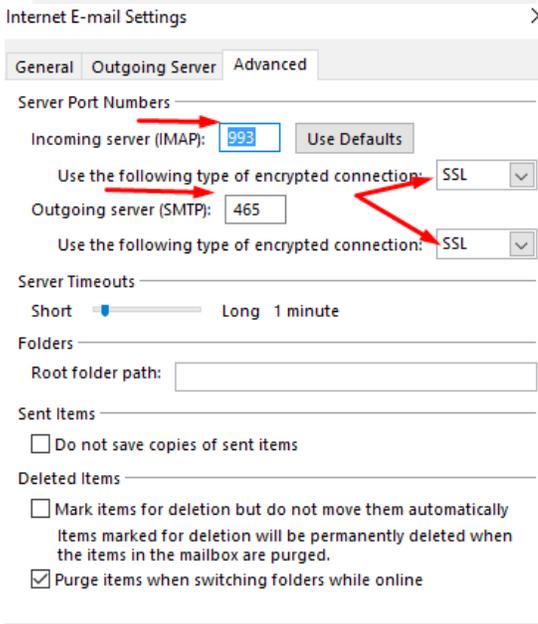
Username is you whole email address.



Then click on the "More settings" button.
First click on Outgoing Server tab



1. be sure to select that your SMTP server require authentication
2. and use same settings as my incoming mail server



Go to the Advanced tab and verify these port numbers

Incoming Server:

for the IMAP Port: 993

for the POP3 Port: 995

Keep in mind that POP3 or IMAP are a choice!

Outgoing (SMTP) Server:

SMTP Port: 465

And encryption is SSL

After this just click on OK .

And click on the previous screen click on NEXT.

The email settings will be tested, and if successful just click on the finish and you ready to go.

Congratulation Microsoft Outlook is now ready for use!