Configuring Email Software

Configuring Thunderbird 2

Thunderbird is an open source email client which is comparable to Microsoft Outlook Express. Thunderbird is a full featured cross platform email client that runs on Windows, OS X, Linux, and other platforms. While Thunderbird may run on different platforms, the setup is essentially the same for each.

This document will help you configure your Thunderbird email client.

Step 1: The Account Wizard

The first time you run Thunderbird, the Account Wizard automatically pops up. If it does not automatically pop up, click on the Tools menu, then select Account Settings, then Add Account.

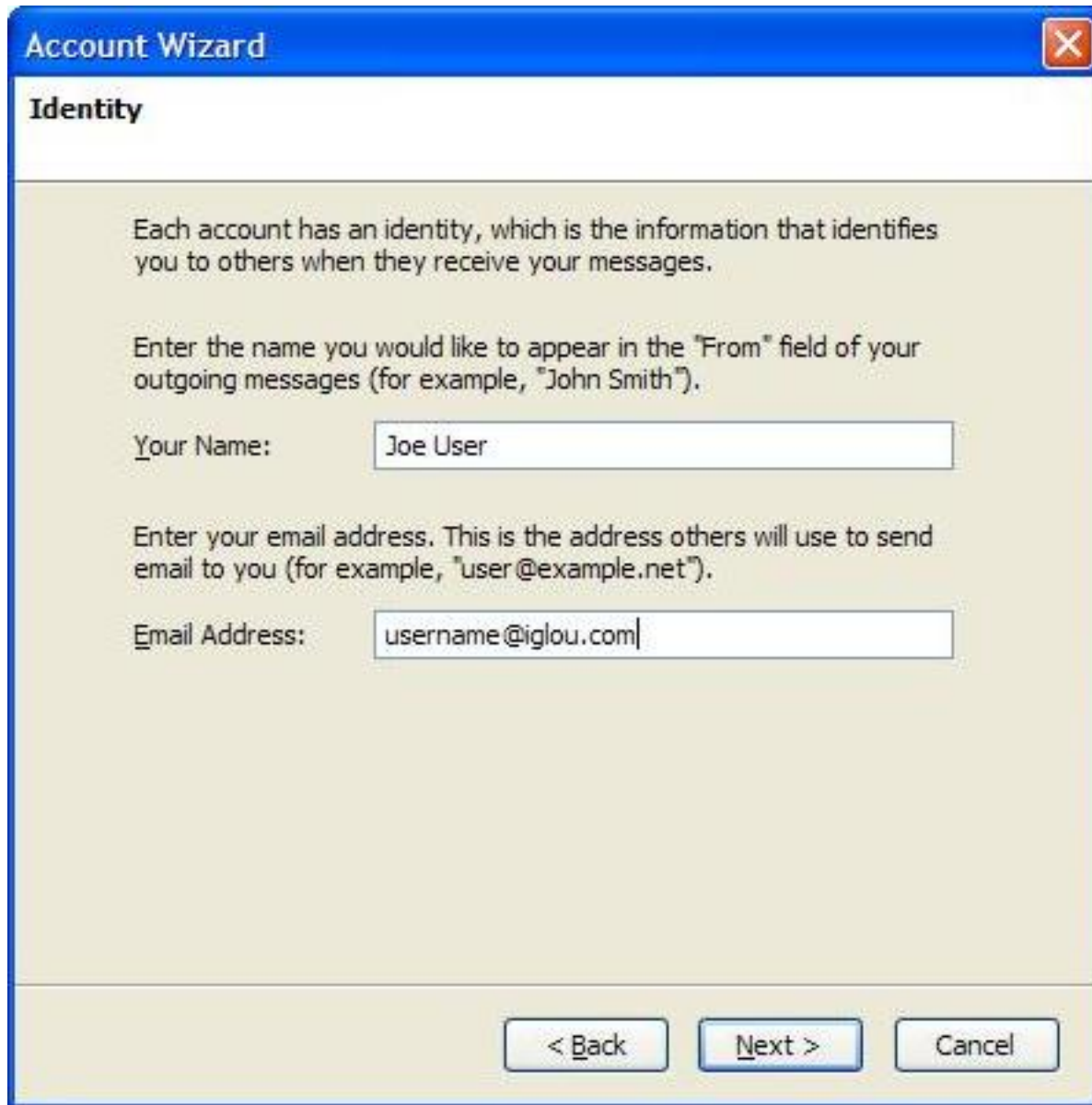Make sure "Email Account" is selected and hit next.
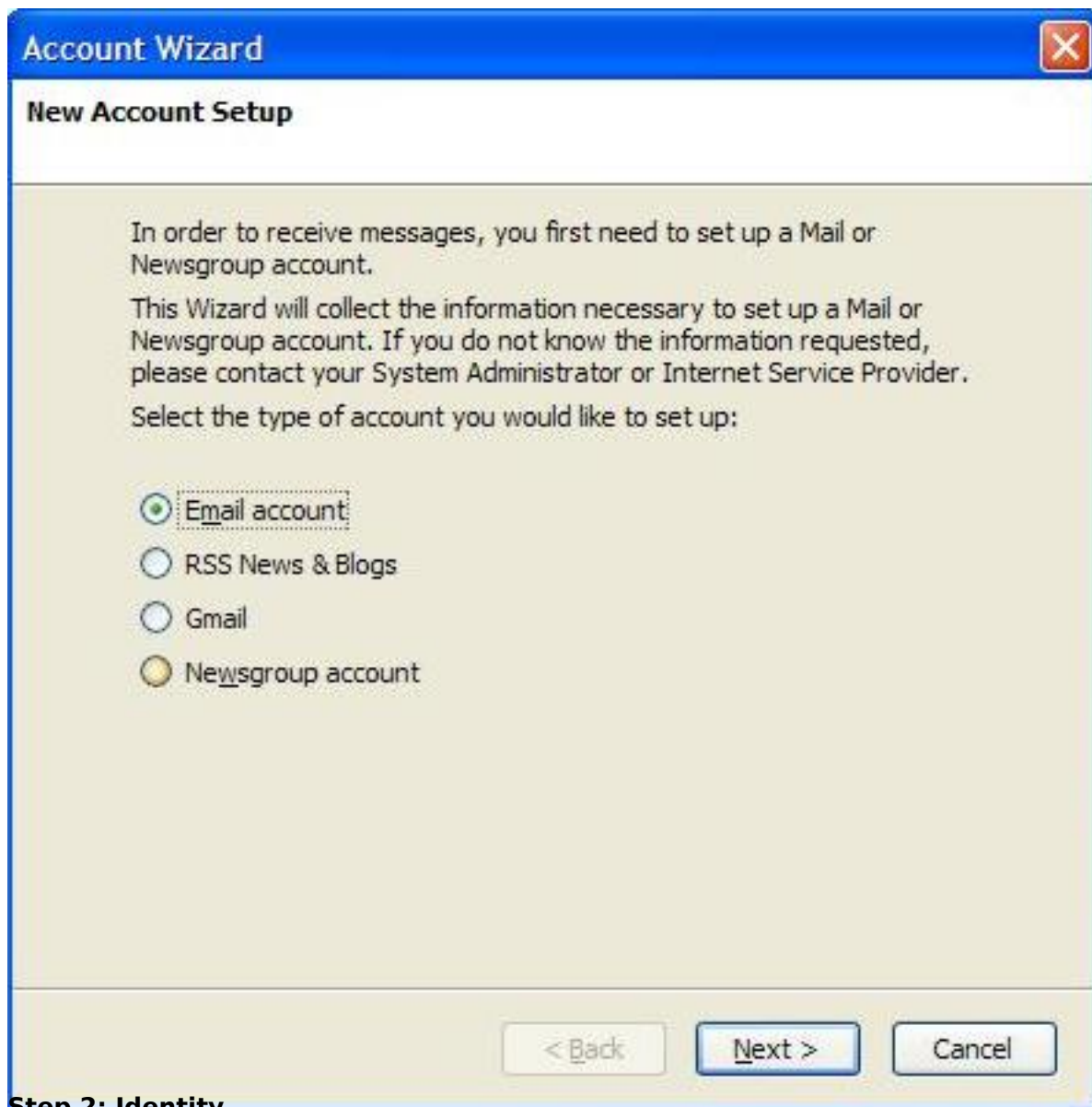
Step 2: Identity

On this screen, enter your name as you want it to appear on email sent from you in the "Your Name" field.

For the "Email Address" field, enter your full email address (**yourusername@iglou.com**) . After this information is filled out, hit "Next".

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Account Wizard

Identity

Each account has an identity, which is the information that identifies you to others when they receive your messages.

Enter the name you would like to appear in the "From" field of your outgoing messages (for example, "John Smith").

Your Name: Joe User

Enter your email address. This is the address others will use to send email to you (for example, "user@example.net").

Email Address: username@iglou.com

< Back   Next >   Cancel

Step 3: Mail Server Information

The type of incoming server we will be using is POP, which is selected by default.

For "Incoming Server", type in **mail.iglou.com**
For "Outgoing Server", also type in **mail.iglou.com**

Then hit "Next".

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Step 4: Username

Here, you want to enter your username. Your username is your email address **without** the @iglou.com. This is used to authenticate you for sending and recieving email. After you have your user name typed in, hit "Next".

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User Names

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

Incoming User Name: [username]

Your outgoing (SMTP) server, "mail.iglou.com", is identical to your incoming server, your incoming user name will be used to access it. You can modify outgoing server settings by choosing Account Settings from the Tools menu.

[< Back]   [Next >]   [Cancel]

Step 5: The Account Name

By default, your Account Name will be your email address, but can be changed to whatever you want. This field is just a description used to help you identify which account you are using. Then hit "Next".

URL: https://support.iglou.com/index.php?action=faq&cat=11&id=76&artlang=en

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Account Wizard

Account Name

Enter the name by which you would like to refer to this account (for example, "Work Account", "Home Account" or "News Account").

Account Name: username@iglou.com

< Back   Next >   Cancel

Step 6: Completing the Wizard

This next screen is just to verify the information that Thunderbird will use. Hit 'Finish' to download your messages from your IgLou account.

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Step 7: Configuring SMTP (Outgoing Mail)

Click on Tools, then Account Settings, and select Outgoing Server (SMTP).   Next click on Edit.

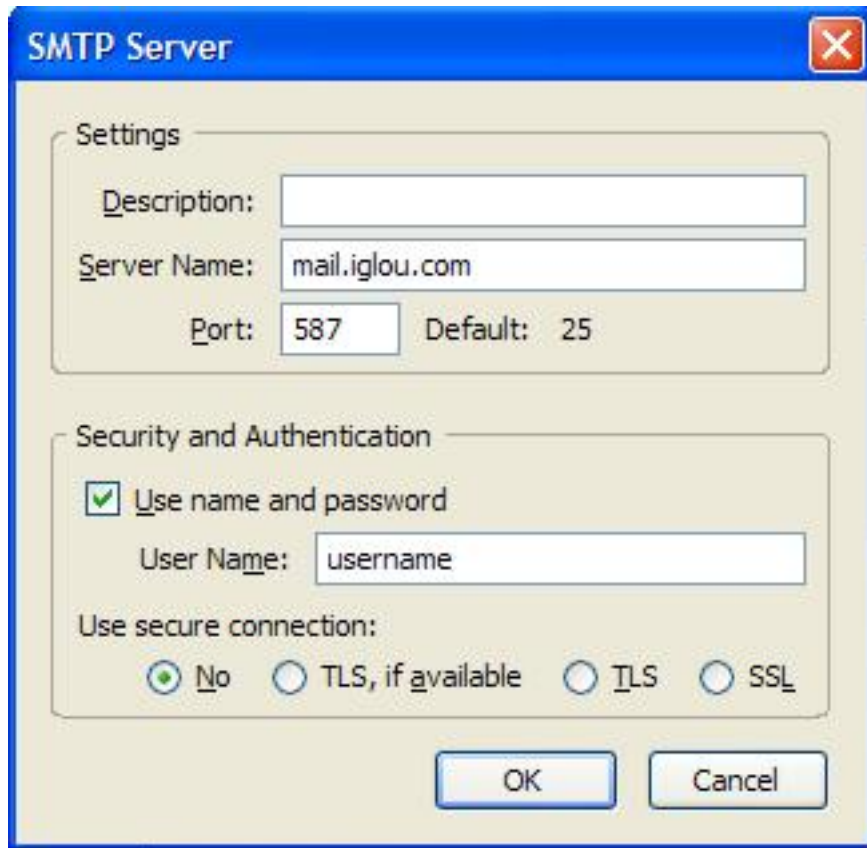# Configuring Email Software
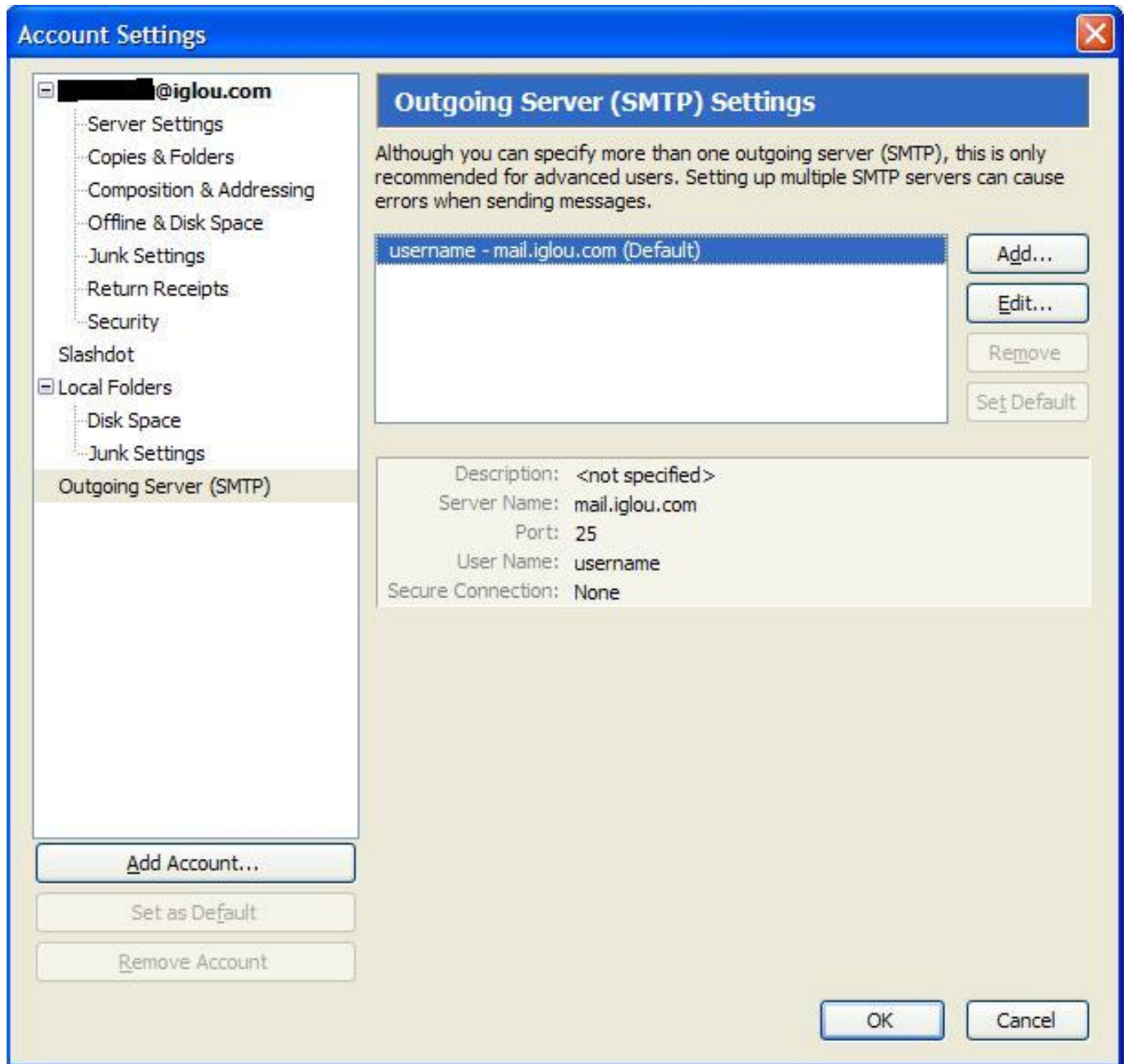
Once you click on Edit, you will get the following screen:

Change 'Port' from 25 to **587.**

URL: https://support.iglou.com/index.php?action=faq&cat=11&id=76&artlang=en

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Go ahead and click Ok, and it will bring you back to the Account Settings screen. Click OK to take you back to your inbox.

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