

Configuring Email Software

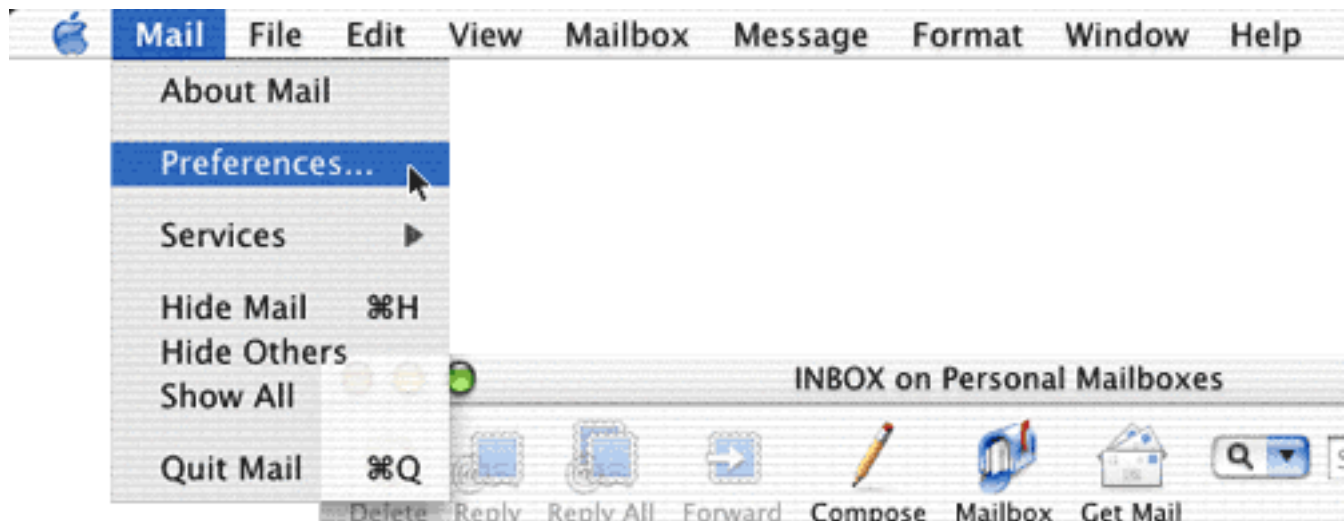
Configuring Mac Mail

Step 1:

Open MailApp.

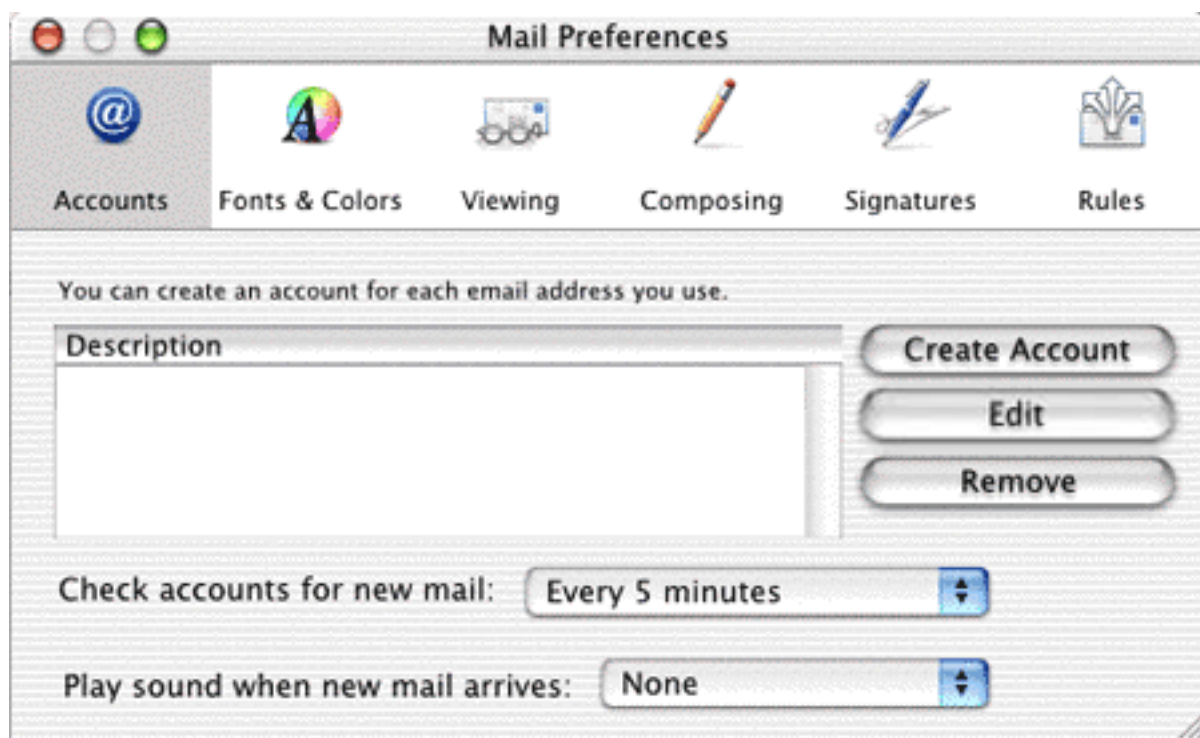
Step 2:

From the Mail menu, select Preferences.



Step 3:

On the Mail Preferences screen, select Accounts, then Create Account.



Step 4:

On the Account Information screen, select POP Account from the Account Type box. Enter IgLou in the Description box. Enter the name you wish to appear on your outgoing messages in the Full Name box and fill in the rest of the information as indicated.

1

Enter your E-Mail address. (ex. username@iglou.com)

2

Your incoming (POP) mail server is pop.iglou.com

Configuring Email Software

- 3** Enter your username. (the first part of your E-Mail address, everything before the @ symbol)
- 4** Your outgoing (SMTP) mail server is smtp.iglou.com
- 5** Enter your E-Mail address. (ex. username@iglou.com)

The screenshot shows the 'Account Information' dialog box. The 'Account Type' is set to 'POP Account'. The 'Description' is 'POP:user@domain'. The 'Email Address' field has a yellow box labeled '1' over the username part. The 'Full Name' is 'Your Name'. The 'Host name' field has a yellow box labeled '2' over the host part. The 'User name' field has a yellow box labeled '3' over the username part. The 'Password' field is masked with dots. The 'SMTP Host' field has a yellow box labeled '4' over the host part. The 'SMTP User' field has a yellow box labeled '5' over the username part. The 'SMTP Password' field is masked with dots. The 'Use authentication when sending mail' checkbox is checked. The 'Cancel' and 'OK' buttons are at the bottom right.

Step 5:

Click OK to save your information and finish setting up your mail account.

Congratulations! You have successfully completed setting up your E-Mail to work in MailApp.

Unique solution ID: #1071

Author: n/a

Last update: 2017-01-18 20:45