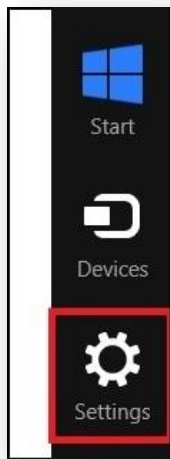


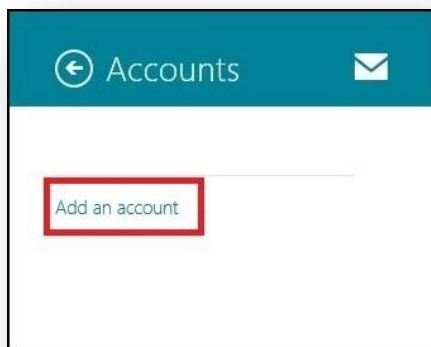
# Windows 8 Mail App Setup

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1. Open settings Menu by moving the cursor to the right hand side of the screen. On touchscreen devices, swipe from the outside right of the screen toward the centre.
2. Select Settings then Accounts



3. Add and Account and select Other Account



4. Click on Show more details
  - a. Email address: Your email address
  - b. Username: Your email address
  - c. Password: Your email password

#### Incoming Server Settings

	Server	Port	Check box
With SSL	secure.emailsrvr.com	993	Yes
Without SSL	imap.emailsrvr.com	143	No

#### Outgoing Server Settings

	Server Outgoing	Port	Check Box
With SSL	secure.emailsrvr.com	465	Yes
Without SSL	smtp.emailsrvr.com	25, 587, 8025, 2525	No

5. Check Outgoing server requires authentication and use the same username and password to send and receive mail.

The screenshot shows a dialog box titled "Add your Other account" with a mail icon in the top right corner. Below the title, it says "Enter the information below to connect to your Other account." The form includes the following fields and options:

- Email address:
- Username:
- Password:
- Incoming (IMAP) email server:  Port:
- Incoming server requires SSL
- Outgoing (SMTP) email server:  Port:
- Outgoing server requires SSL
- Outgoing server requires authentication
- Use the same username and password to send and receive email
- At the bottom left, there is a link "Show fewer details".
- At the bottom right, there are two buttons: "Connect" (highlighted in blue) and "Cancel".

6. Connect and good to go!