

# Email Setup Instructions



## Set up your email in Outlook Express 6

1. Open Outlook Express
2. Select **Tools Menu => Accounts...**
3. Click **Add**
4. Type your name into the **Display Name** field and click **Next**
5. Input your activ8me email address and click **Next**
6. Input "My incoming mail server is a **POP3** Server"
7. Specify both your incoming and outgoing mail server as **mail.activ8.net.au** and click **Next**
8. Input your activ8me internet **username** and **password**, tick **Remember Password** and click **next**
9. Click **Finish**

## Set up your email in Netscape 7

1. Open Netscape
2. Click **Edit** then **Mail & Newsgroups Account Settings...**
3. Click **Add Account...**
4. Click **Email Account** and click **Next**
5. Input your name
6. Input your activ8me email address: **YourUserName@activ8.net.au** and click **Next**
7. Select **POP** as the incoming server type and specify **mail.activ8.net.au** for both the incoming and outgoing server and click **Next**
8. Input your activ8me internet username and click **Next**
9. Input the name to call this email account E.g. **activ8me Email** and click **Next**
10. A summary of the details will be displayed. If correct click **Finish**

## Set up your email in Outlook XP or 2003

1. Open Outlook
2. Select **Tools Menu => Email Accounts**
3. Select **Add a new e-mail account** and click **Next**
4. Select **POP3** and click **Next**
5. Enter the details as shown below and click **Next**
6. Click **Finish**

**Internet E-mail Settings (POP3)**  
Each of these settings are required to get your e-mail account working.

**User Information**

Your Name:   
E-mail Address:

**Server Information**

Incoming mail server (POP3):   
Outgoing mail server (SMTP):

**Logon Information**

User Name:   
Password:   
 Remember password

Log on using Secure Password Authentication (SPA)

**Test Settings**

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

## Set up your email in Eudora

1. When you open Eudora for the first time a Wizard will appear. Click **Next**
2. Click **Create a brand new email account** and click **Next**
3. Input your **name** into the space provided and click **Next**
4. Input your activ8 email address E.g. **YourUserName@activ8.net.au** and click **Next**
5. Input your internet login account name and click **Next**
6. Input your incoming mail server name - **mail.activ8.net.au**
7. Choose **POP** as the type of server and click **Next**
8. Input your outgoing mail server name - **mail.activ8.net.au** and click **Next**
9. Click **Finish**

Field Name	You Input
<b>Your Name</b>	Input Your name
<b>E-Mail Address</b>	Input your Email Address - YourUsername@activ8.net.au
<b>Incoming mail server (POP3)</b>	mail.activ8.net.au
<b>Outgoing mail server (SMTP)</b>	mail.activ8.net.au
<b>User Name</b>	YourInternetAccountUsername
<b>Password</b>	YourInternetAccountPassword

If you use any other type of email program or a different version of the listed programs, contact the activ8me Customer Service Centre on **1300 760 219** for assistance.