


# Email Setup Guide

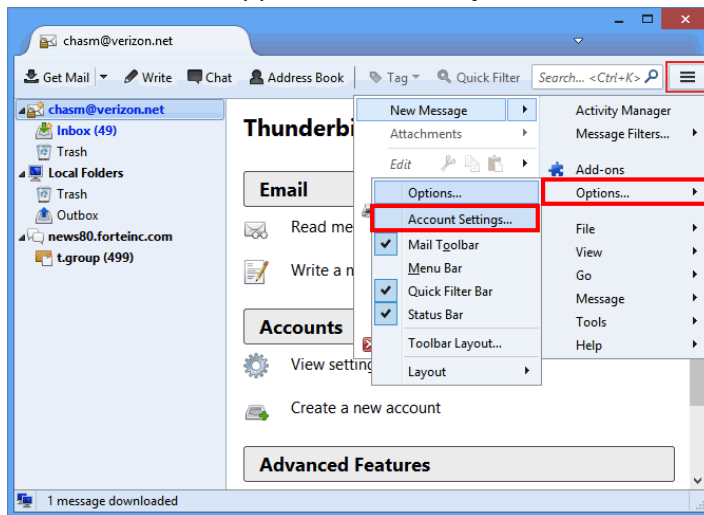
## Setting up Thunderbird



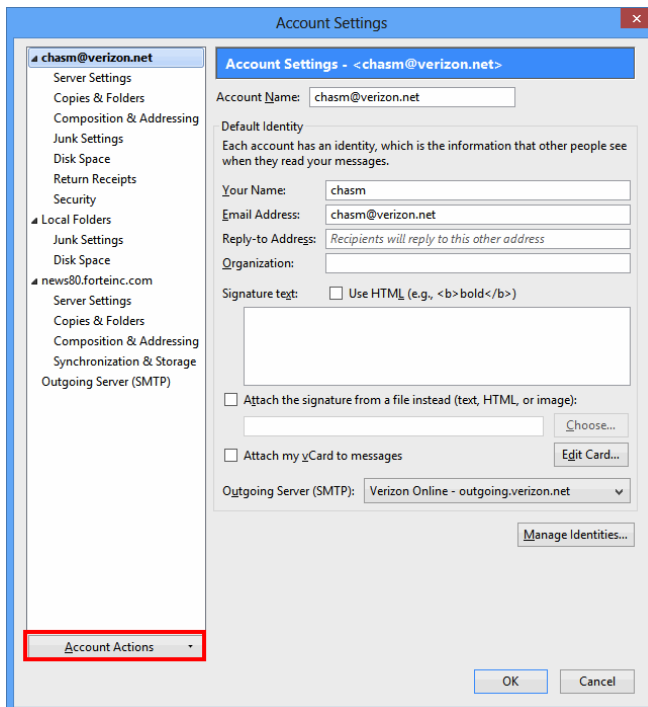
## Thunderbird

Open Thunderbird.

To add a new account, click the  button in the top right corner of the application. In the menu that appears, select “**Options**” then “**Account Settings**”.



Next select the “**Account Actions**” menu.

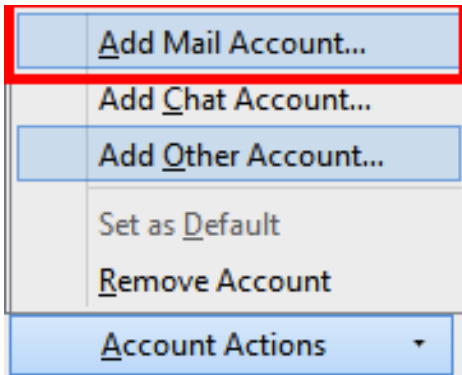


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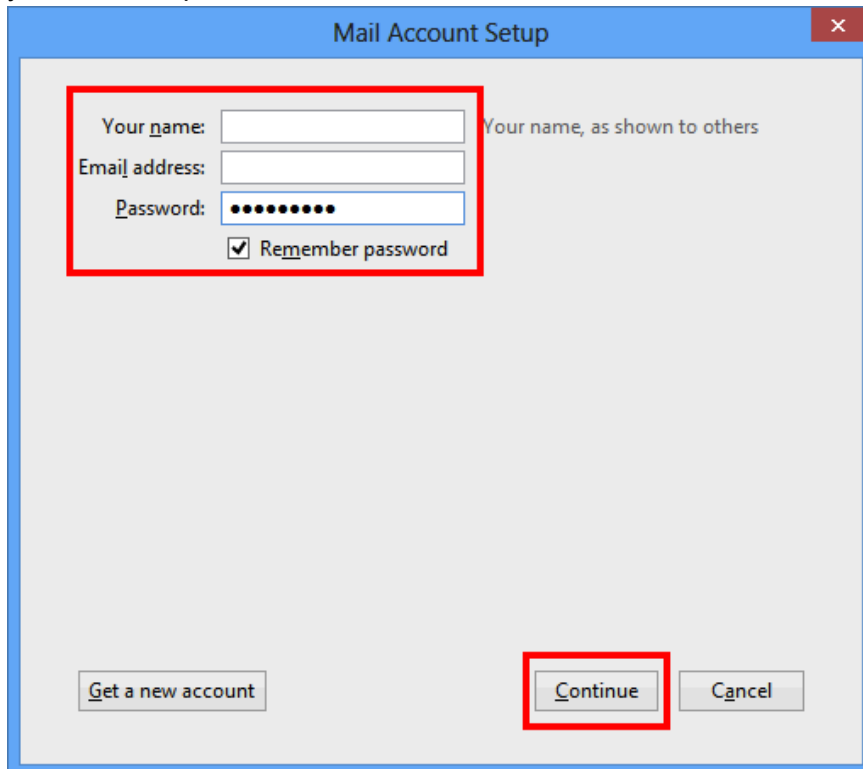
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Select “**Add Mail Account**” to add a new email account.



Enter your name into “**Your Name**”, your account email address into “**Email Address**” and your account password into “**Password**” then click “**Continue**”.



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Click **“Manual Config”**.

The screenshot shows the 'Mail Account Setup' dialog box. It has a title bar with a close button. The main area contains fields for 'Your name', 'Email address', and 'Password', with a 'Remember password' checkbox. Below these is a section for 'Configuration found in Mozilla ISP database' with fields for 'Incoming', 'Outgoing', and 'Username'. At the bottom, there are four buttons: 'Get a new account', 'Manual config' (highlighted with a red box), 'Done', and 'Cancel'.

Now enter in the server settings:

In the drop down box next to **“Incoming”** select **“POP3”** and enter mail.activ8.net.au into the **“Server Hostname”** name box.

In the **“Outgoing”** line in the **“Server Hostname”** box enter mail.activ8.net.au.

Click **“Done”** to finish configuring your email.

The screenshot shows the 'Mail Account Setup' dialog box with the server settings section expanded. The 'Incoming' dropdown is set to 'POP3', and the 'Server hostname' field contains 'mail.activ8.net.au'. The 'Outgoing' dropdown is set to 'SMTP', and its 'Server hostname' field also contains 'mail.activ8.net.au'. The 'Username' field contains 'User name'. The 'Done' button is highlighted with a red box.

	Server hostname	Port	SSL	Authentication
Incoming:	mail.activ8.net.au	995	SSL/TLS	Encrypted password
Outgoing: SMTP	mail.activ8.net.au	465	SSL/TLS	Normal password
Username:	User name			