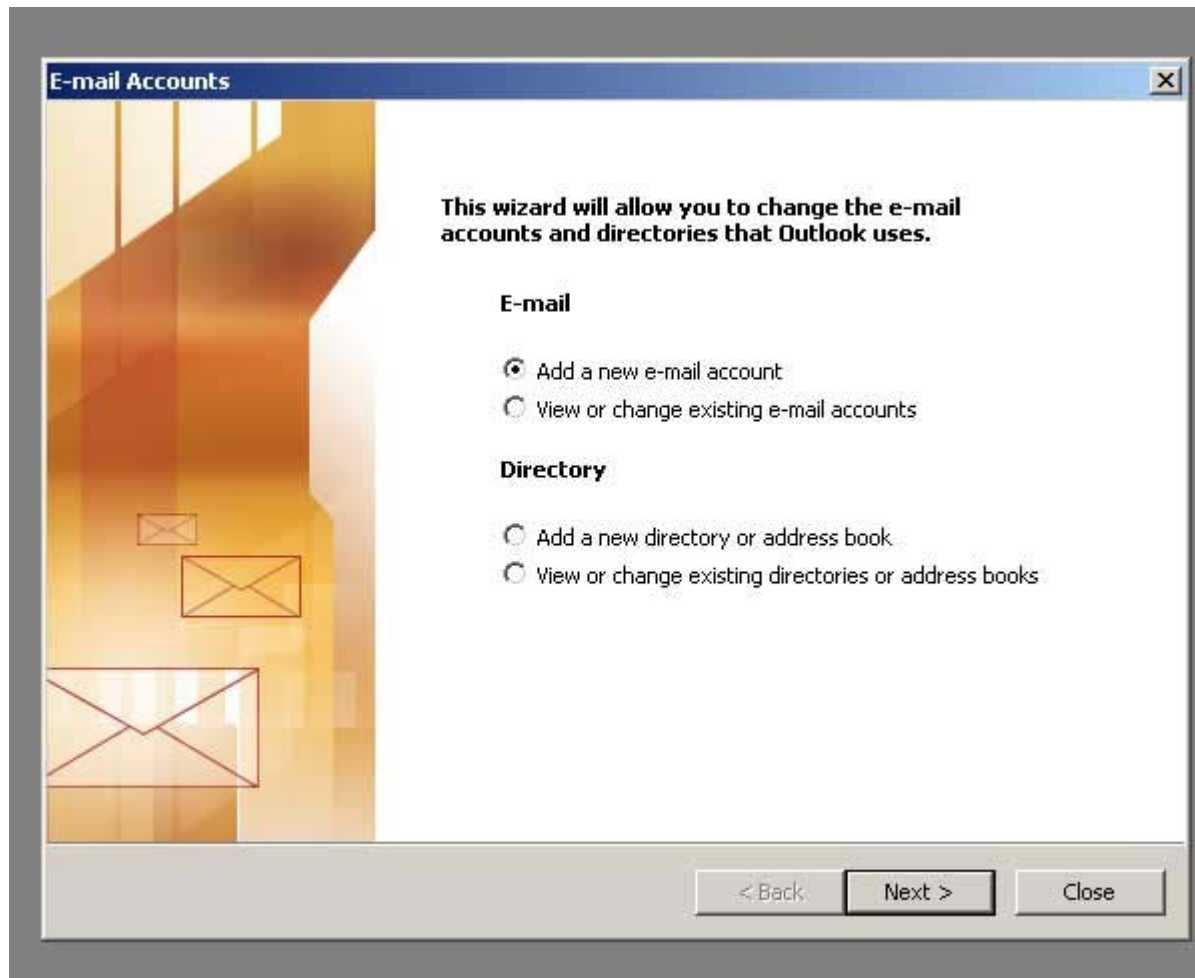


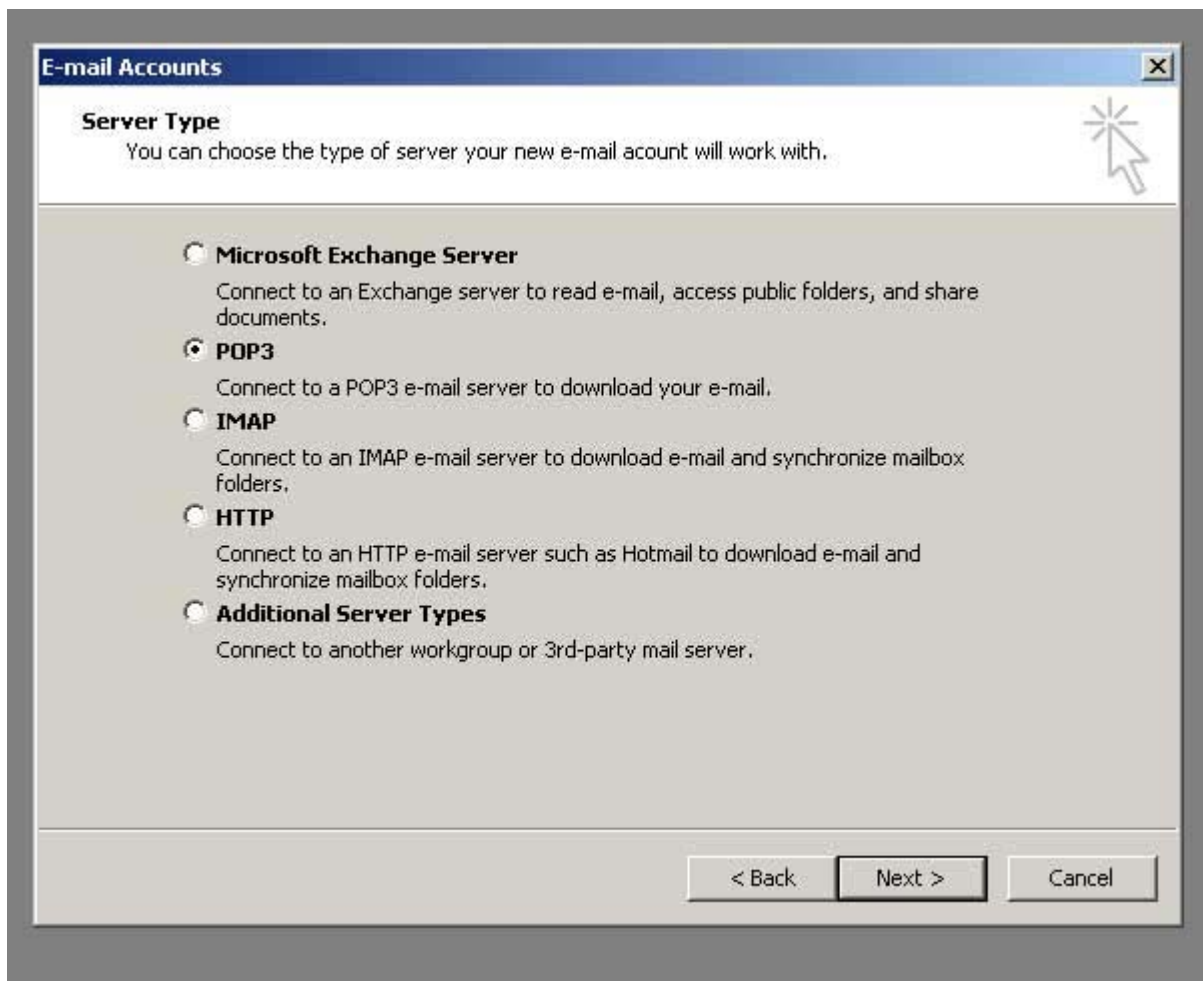
SETUP YOUR EMAIL ACCOUNT IN OUTLOOK

1. USING YOUR ISP (INTERNET SERVICE PROVIDER) TO SEND MAIL

Open your Outlook. Go to TOOLS - EMAIL ACCOUNTS. Select Add a new email account radio box. Click next.



Select the server type POP3.



Complete the fields marked with arrows with the appropriate content.

E-mail Accounts

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

User Information

Your Name: john doe
E-mail Address: johndoe@abc.com

Server Information

Incoming mail server (POP3): mail.abc.com
Outgoing mail server (SMTP): smtp.yourISP

Logon Information

User Name: johndoe@abc.com
Password: *****
 Remember password
 Log on using Secure Password Authentication (SPA)

Test Settings

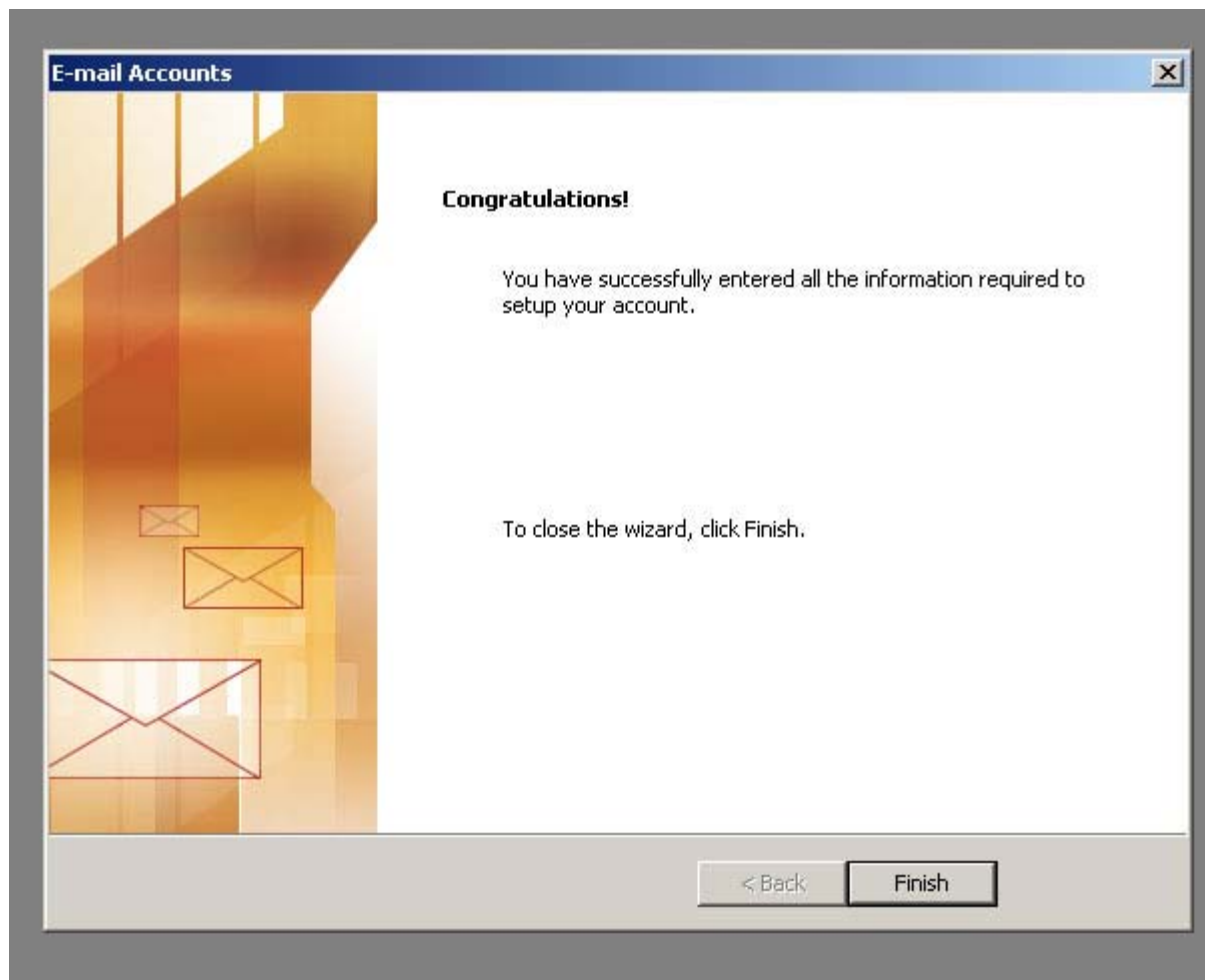
After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)

Test Account Settings ...

More Settings ...

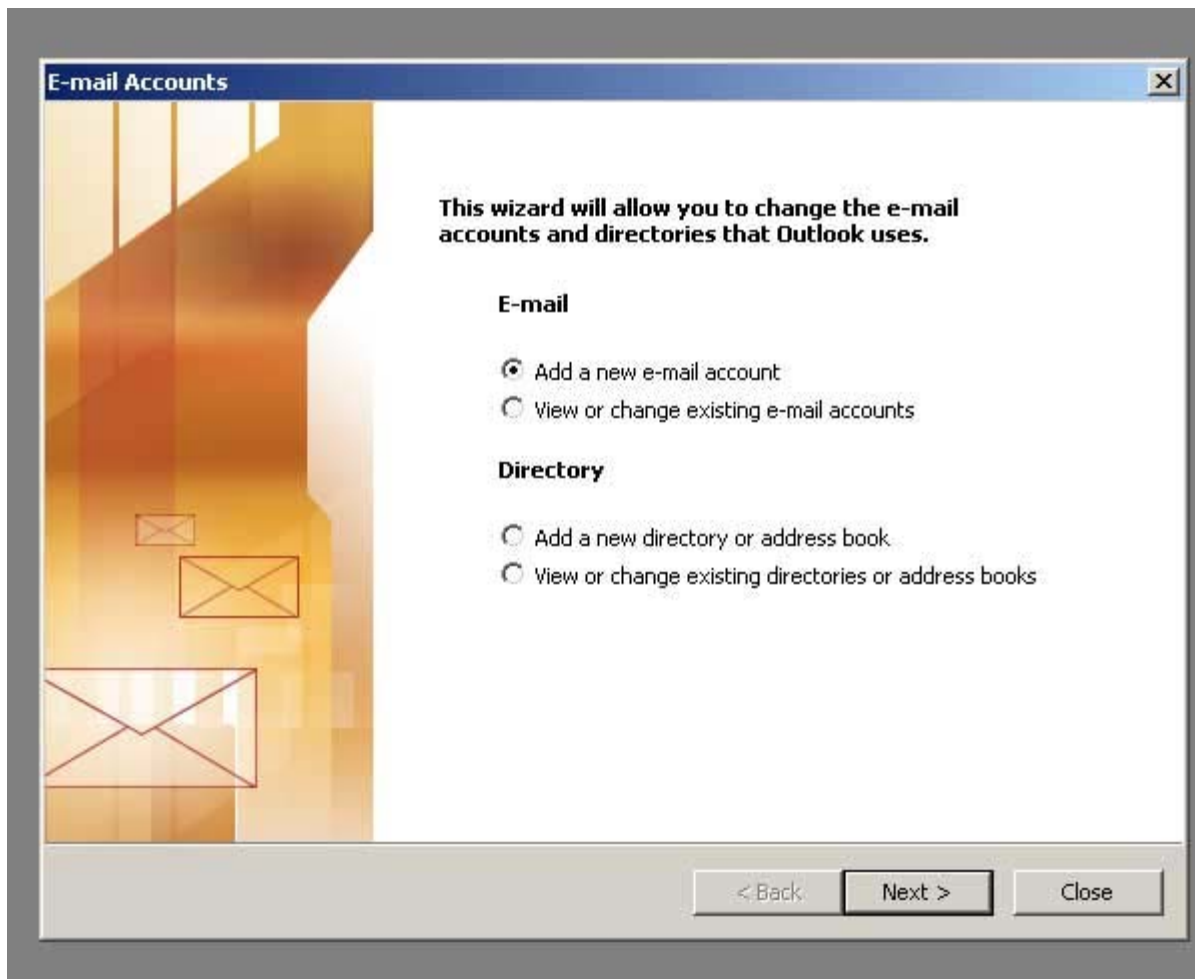
< Back Next > Cancel

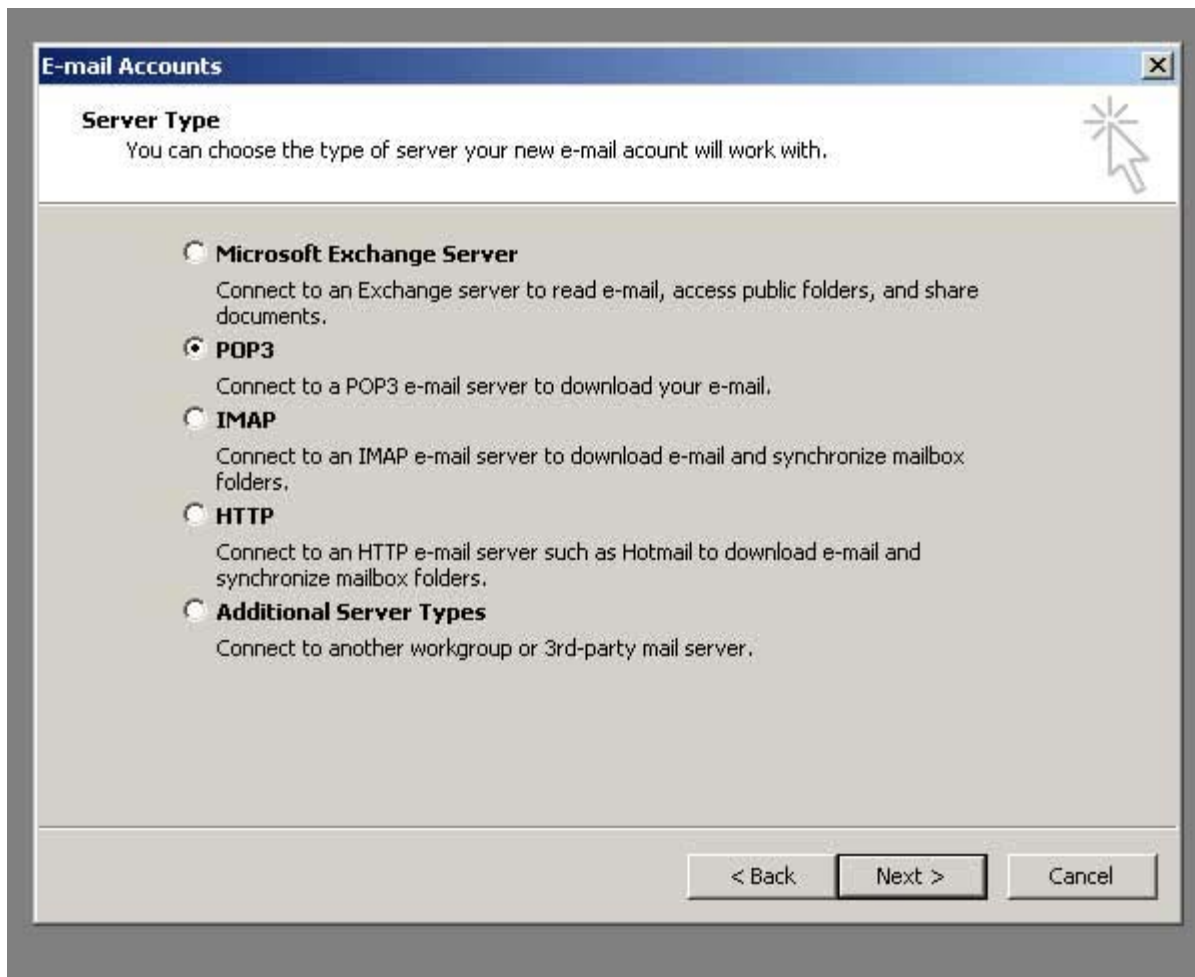
When done, click Test Account Settings button to see if it works. Click OK button and NEXT buttons to complete your work.



2. USING JEV MARKETING TO SEND MAIL

Go to TOOLS - EMAIL ACCOUNTS. Select Add a new email account radio box. Click next.





E-mail Accounts

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

User Information

Your Name: john doe
E-mail Address: johndoe@abc.com

Server Information

Incoming mail server (POP3): mail.abc.com
Outgoing mail server (SMTP): mail.abc.com

Logon Information

User Name: johndoe@abc.com
Password: *****
 Remember password

Log on using Secure Password Authentication (SPA)

Test Settings

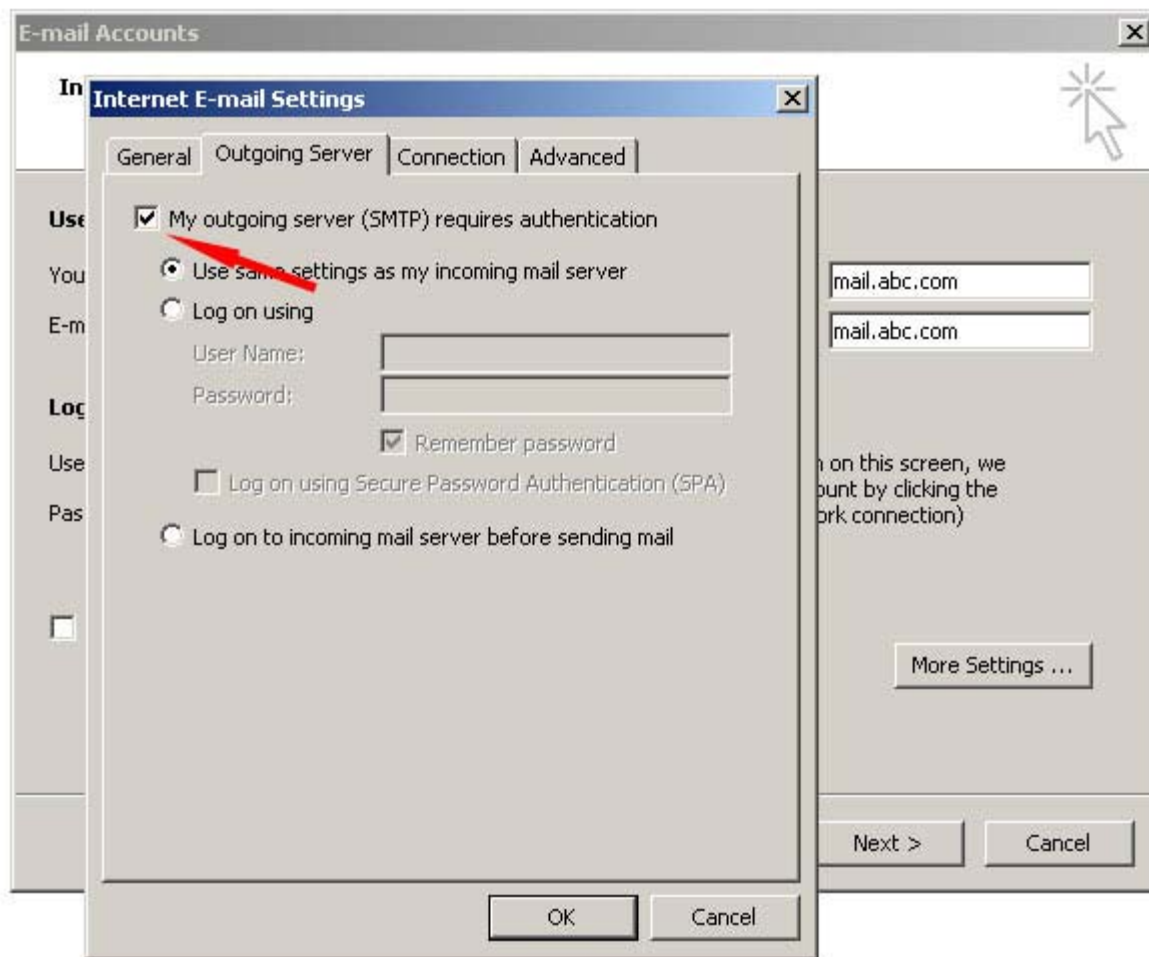
After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)

Test Account Settings ...

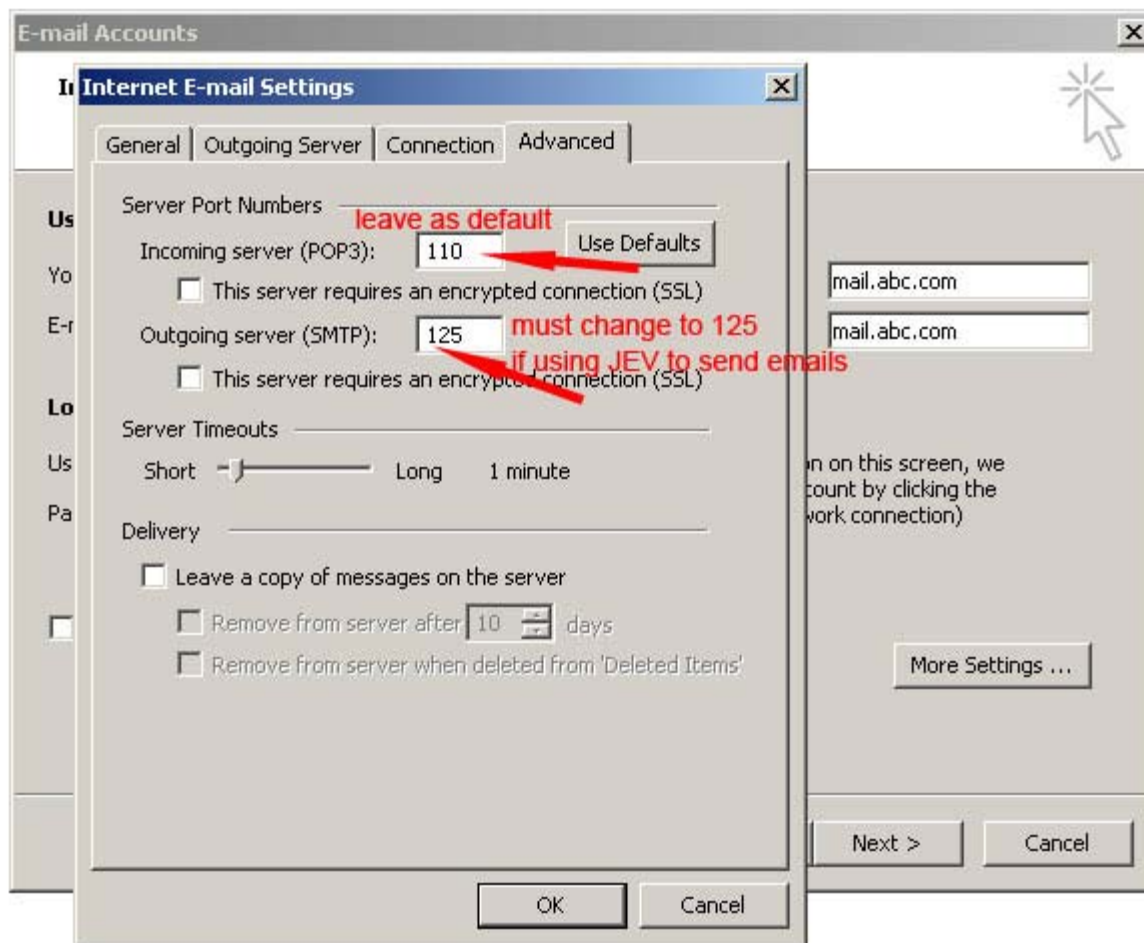
More Settings ...

< Back Next > Cancel

Click on More Setting tab. Select Outgoing Server tab. Please notice that the My outgoing server SMTP requires authentication checkbox is checked.



Click on the Advanced tab.



Click OK and Test Account Settings to see if it work. Click Next button to complete your work.

