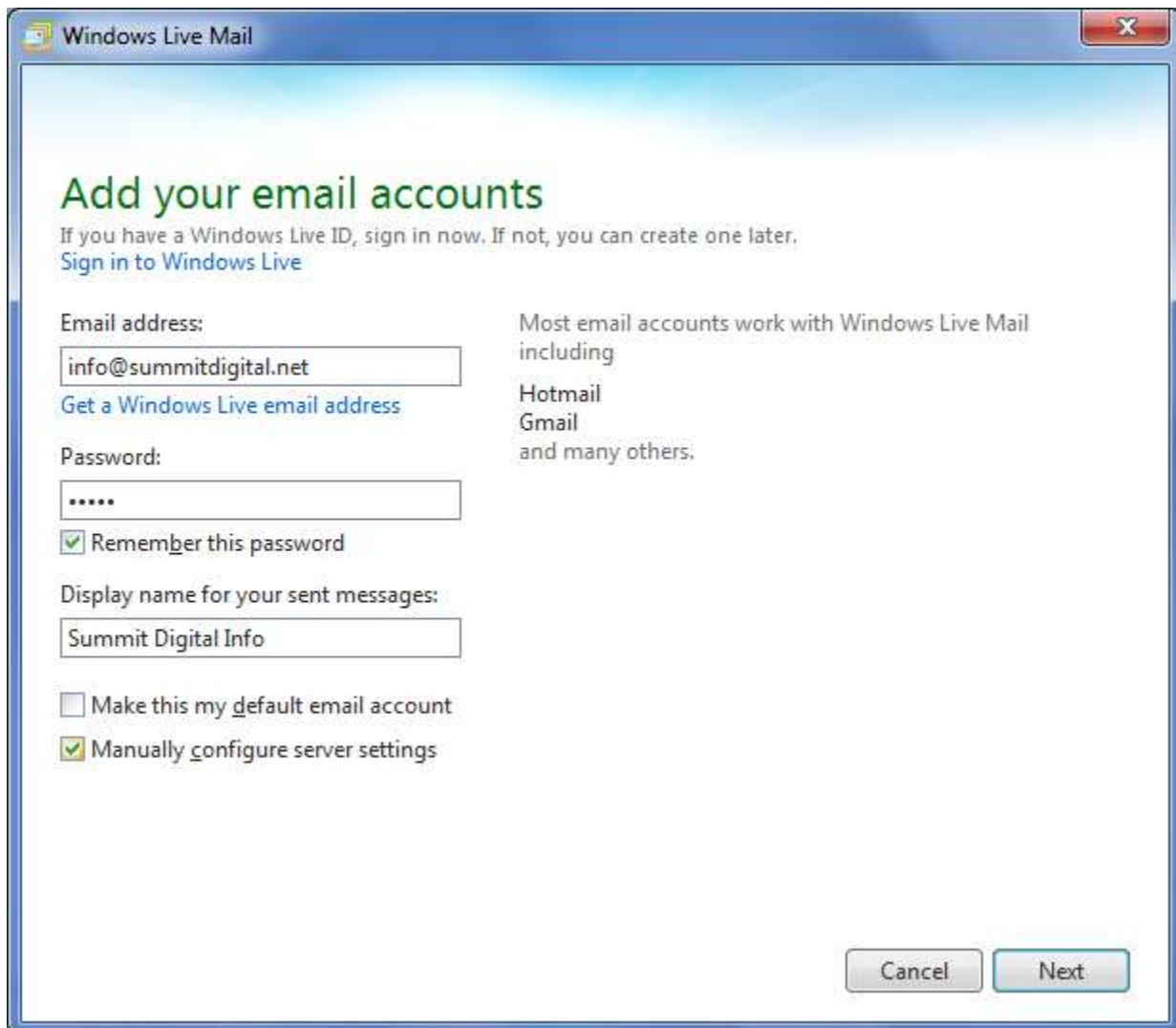


## Windows Live Mail Setup Instructions

### To add a new account:

(to modify an existing account go to page 3)

Click accounts, then e-mail.



The screenshot shows the 'Add your email accounts' window in Windows Live Mail. The window title is 'Windows Live Mail'. The main heading is 'Add your email accounts' in green. Below the heading, there is a sub-heading 'If you have a Windows Live ID, sign in now. If not, you can create one later.' and a link 'Sign in to Windows Live'. The form contains several fields and checkboxes:

- Email address:** A text box containing 'info@summitdigital.net'. Below it is a link 'Get a Windows Live email address'.
- Password:** A text box with five asterisks. Below it is a checked checkbox 'Remember this password'.
- Display name for your sent messages:** A text box containing 'Summit Digital Info'.
- Make this my default email account
- Manually configure server settings

On the right side of the window, there is a text block: 'Most email accounts work with Windows Live Mail including Hotmail Gmail and many others.' At the bottom right, there are two buttons: 'Cancel' and 'Next'.

Type in your e-mail address, your password, and your name. Then click the manually configure server settings.

Click Next

Windows Live Mail

## Configure server settings

If you don't know your email server settings, contact your ISP or network administrator.

**Incoming server information**

Server type:  
POP

Server address: mail.summitdigital.net Port: 995

Requires a secure connection (SSL)

Authenticate using:  
Clear text

Logon user name:  
info@summitdigital.net

**Outgoing server information**

Server address: mail.summitdigital.net Port: 465

Requires a secure connection (SSL)

Requires authentication

Cancel Back Next

Server type: POP

Server address: mail.summitdigital.net

Click: Requires a secure connection (SSL)

Logon user name: use your full e-mail address

Outgoing Server address: mail.summitdigital.net

Click: Requires a secure connection (SSL)

Click: Requires authentication

Change the Port to: 465

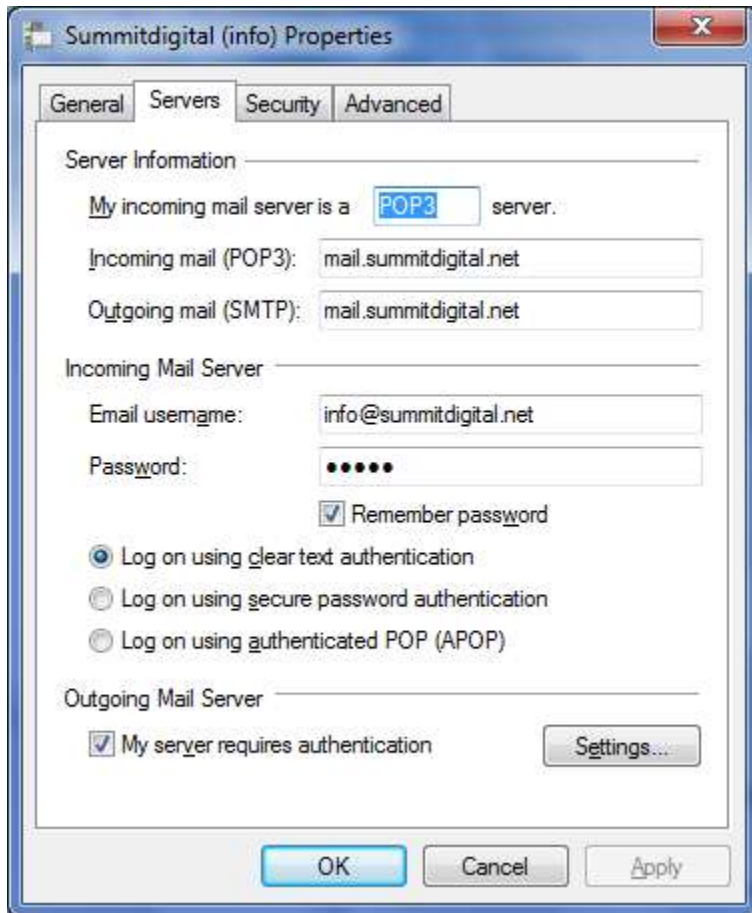
Click Next.

Click Finish

## Modify an existing account:

Click accounts, and then click properties.

Click on Servers tab.

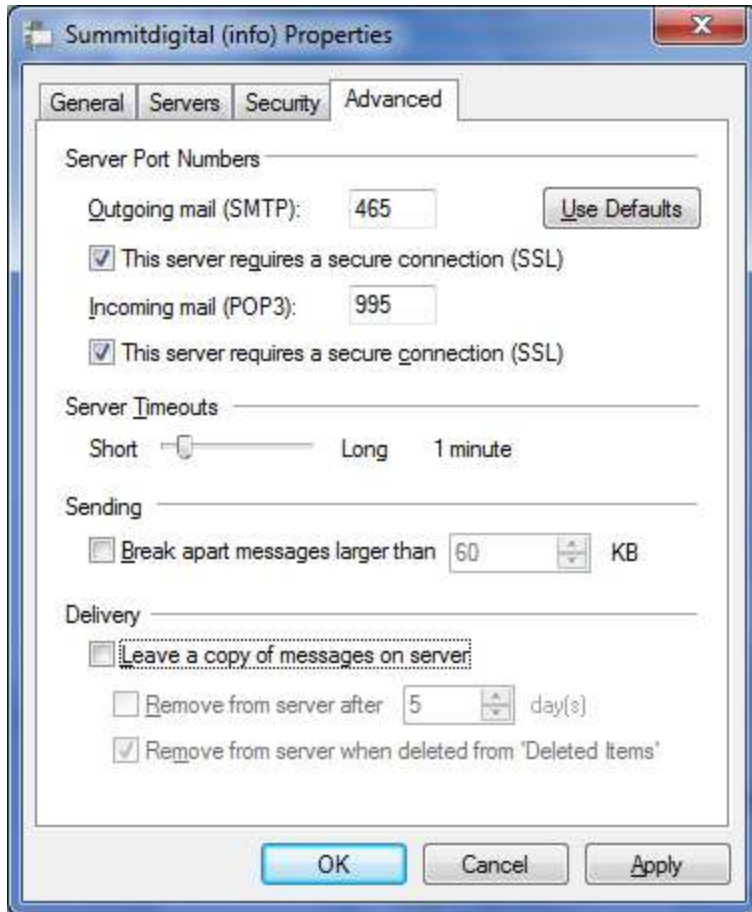


Change both Incoming and Outgoing mail Servers to: mail.summitdigital.net

Change E-mail username to be your full e-mail address.

Check: My server requires authentication

Click the Advanced Tab



Click: This server requires a secure connection (SSL) on both Outgoing and Incoming.

Change the Outgoing (SMTP ) Port from 25 to 465.

Click OK.