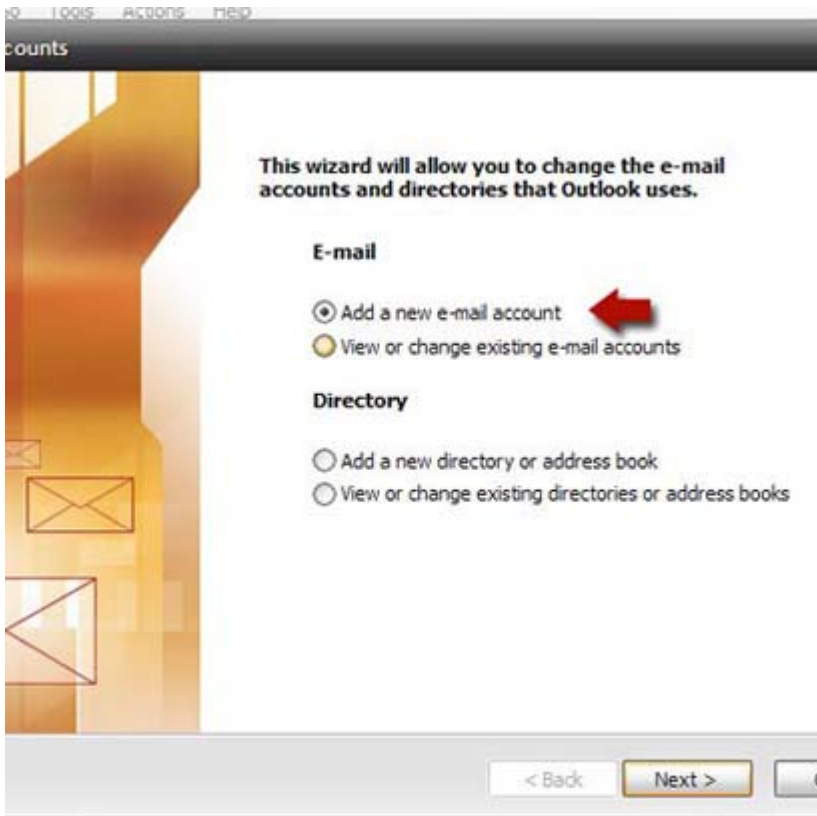


How to add additional email accounts using Outlook 2003

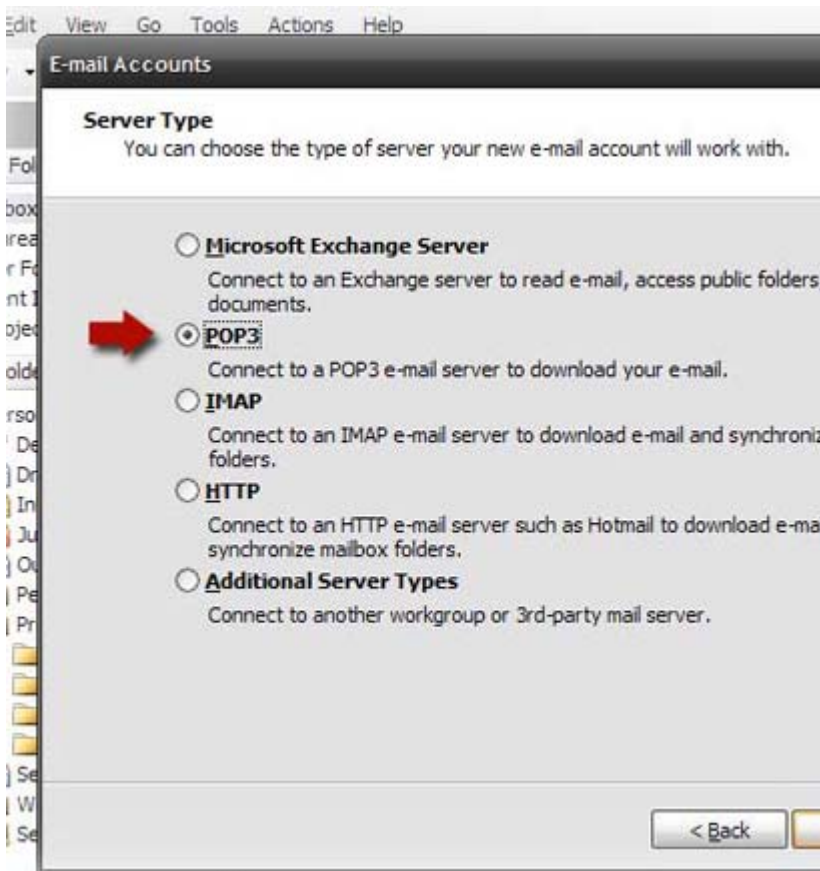
Step 1. Open Outlook and go to Tools and then choose Email Accounts.



Step 2. Click “Add a new e-mail account” then click Next.



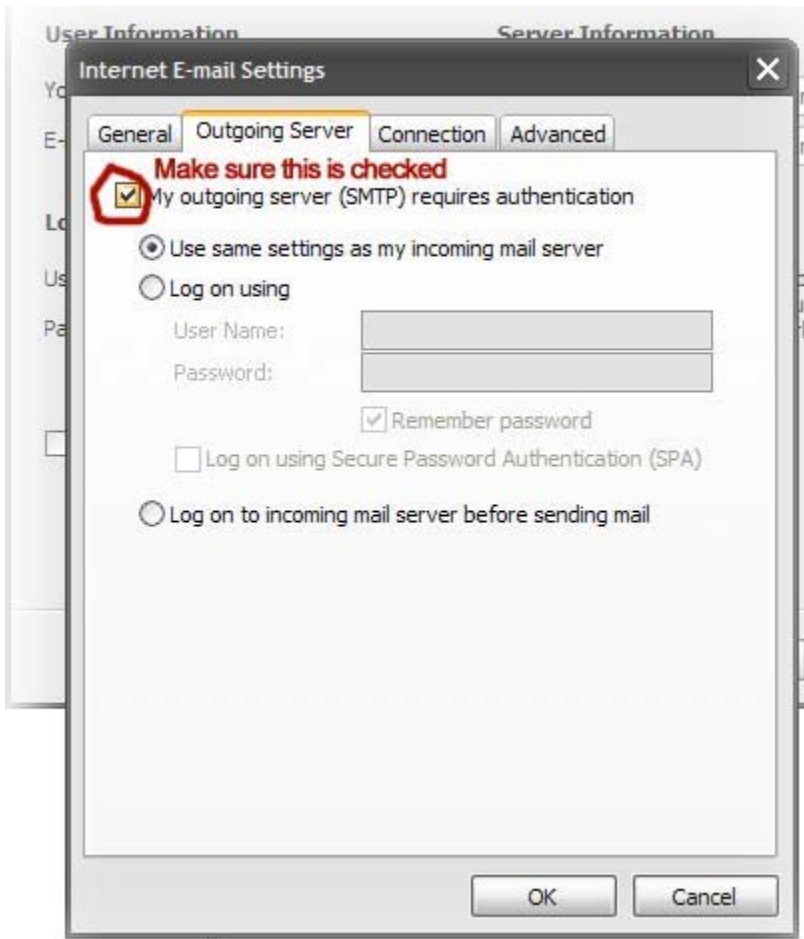
Step 3. Choose “POP3” then click Next.



Step 4. Enter your name under User Information. The E-mail Address field is what you want the email address to be (example: johndoe@yourdomainname.com). Make sure you use your domain name after the @ symbol. Under Server Information both Incoming mail server and Outgoing mail server should be set to: mail.securitylabs.com. **Make the User Name the same as the E-mail Address.** Choose a password that you will use to log in to the account. **Before** clicking the Next button, choose the More Settings... button.



Step 5. Choose the Outgoing Server tab and check "My outgoing server (SMTP) requires authentication" then hit OK.



Step 6. Click Finish to complete the new email setup.

