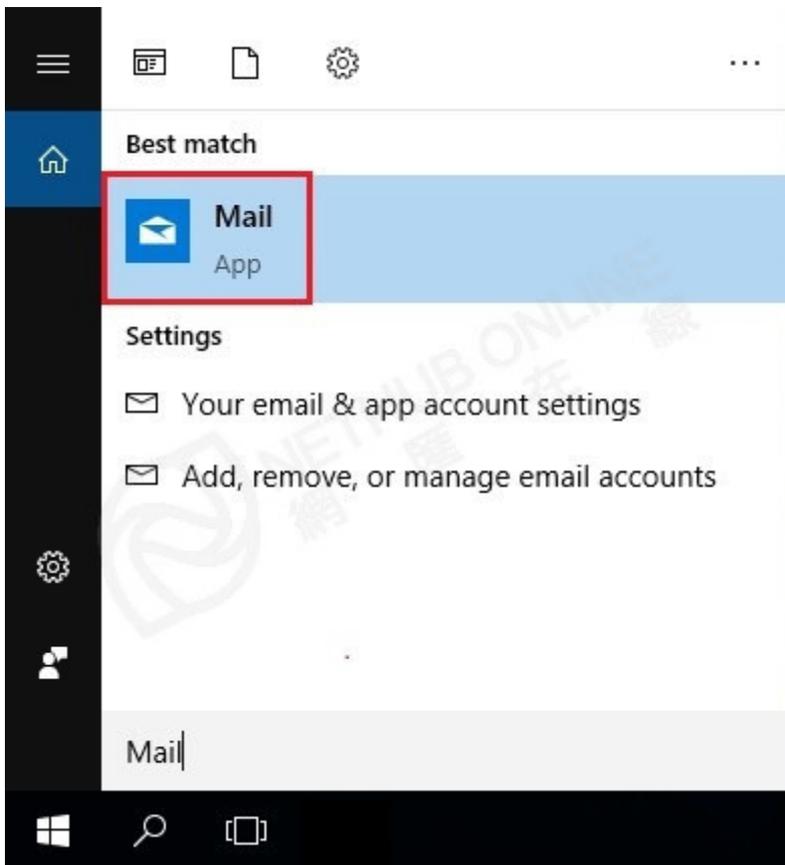
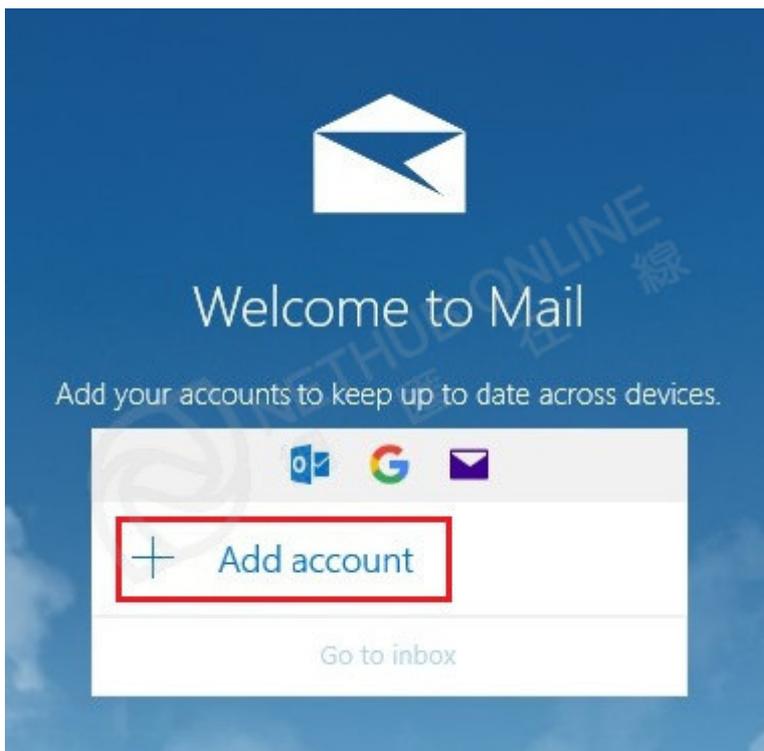


How to setup Email account in Windows 10 Mail

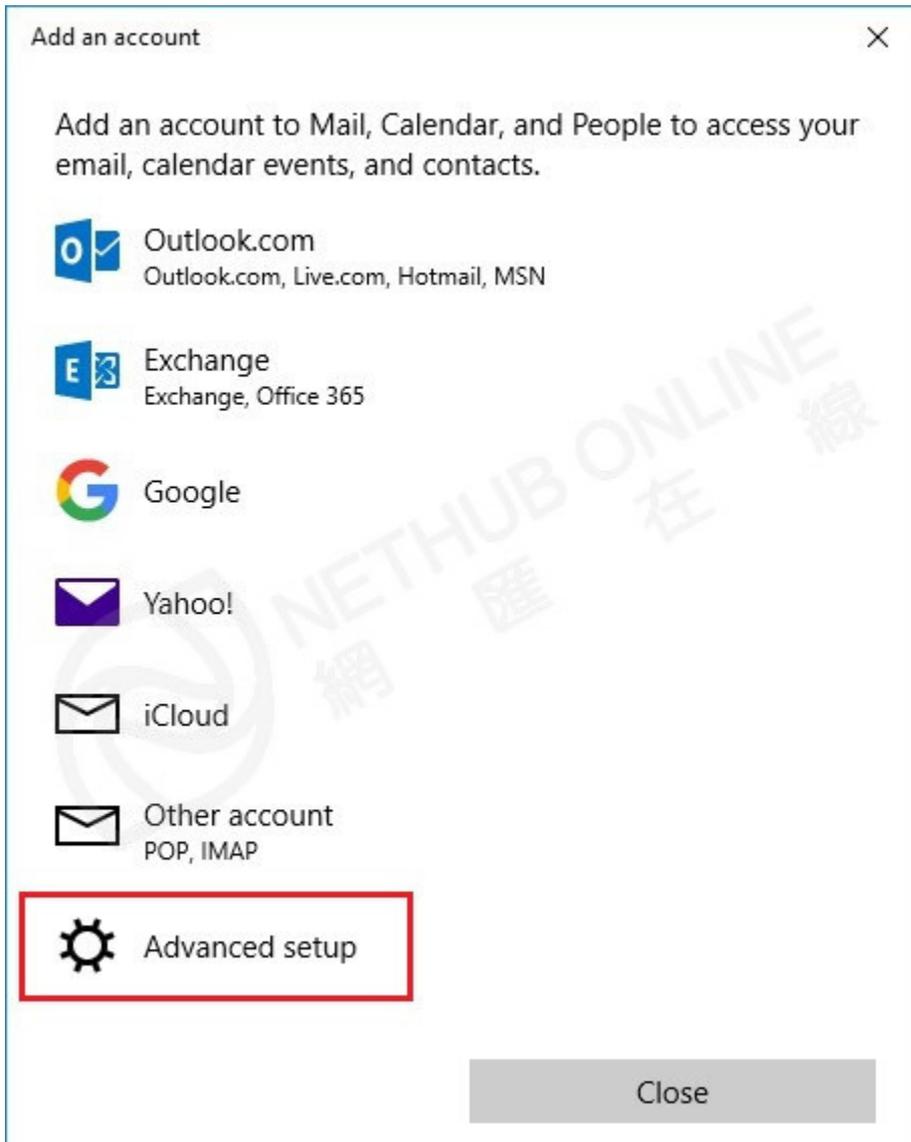
1. Search and open <Mail>



2. Click <Add account>



3. Click <Advanced setup>



4. Click <Internet email>

Add an account



Advanced setup

Choose the kind of account you want to setup. If you're not sure, check with your service provider.

Exchange ActiveSync

Includes Exchange and other accounts that use Exchange ActiveSync.

Internet email

POP or IMAP accounts that let you view your email in a web browser.

5. Update Settings as below

- Email address : Enter Email address
- User name : Enter Email address
- Password : Enter Email account password
- Account name : Enter Email address
- Send your messages using this name : Enter sender name

Add an account



Internet email account

Email address

someone@example.com

User name

Examples: kevinc, kevinc@contoso.com, domain\kevinc

Password

Account name

Send your messages using this name

6. (A) Continue to update settings for IMAP and click <Sign in>

- Incoming email server : You can find it in Support Letter > Hosting Email > IMAP Server Host
- Account type : IMAP4
- Outgoing (SMTP) email server : You can find it in Support Letter > Hosting Email > SMTP Server Host
- Outgoing server requires authentication : Enable
- User the same user name and password for sending email : Enable
- Require SSL for incoming email : Enable
- Require SSL for outgoing email : Enable

Incoming email server

Account type

Outgoing (SMTP) email server

- Outgoing server requires authentication
- Use the same user name and password for sending email
- Require SSL for incoming email
- Require SSL for outgoing email

Cancel

Sign in

(B) Continue to update settings for POP3 and click <Sign in>

- Incoming email server : You can find it in Support Letter > Hosting Email > POP3 Server Host
- Account type : POP3
- Outgoing (SMTP) email server : You can find it in Support Letter > Hosting Email > SMTP Server Host
- Outgoing server requires authentication : Enable
- User the same user name and password for sending email : Enable
- Require SSL for incoming email : Enable
- Require SSL for outgoing email : Enable

Add an account ×

Internet email account

Incoming email server

Account type

Outgoing (SMTP) email server

Outgoing server requires authentication

Use the same user name and password for sending email

Require SSL for incoming email

Require SSL for outgoing email