

Account Wizard

Server Information

Select the type of incoming server you are using.

POP IMAP

Enter the name of your incoming server (for example, "mail.example.net").

Incoming Server:

Enter the name of your outgoing server (SMTP) (for example, "smtp.example.net").

Outgoing Server:

< Back Next > Cancel

04. Enter the **Incoming User Name:** and **Outgoing User Name:** to log into the server. For almost all situations this should be the same. Please note that the usernames are case sensitive and must be all in lower case. Click on **Next**.

Account Wizard

User Names

Enter the incoming user name given to you by your email provider (for example, "smith").

Incoming User Name:

Enter the outgoing user name given to you by your email provider (this is typically the same as your incoming user name).

Outgoing User Name:

< Back Next > Cancel

05. Enter a unique name for this email account in the **Account Name:** field, your email address is sufficient, click on **Next**

Account Wizard

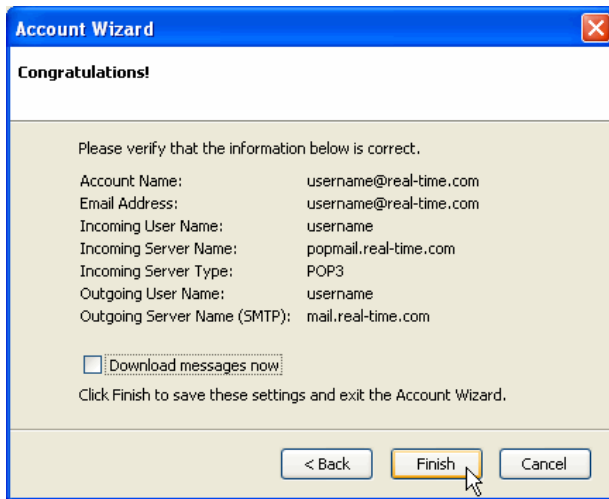
Account Name

Enter the name by which you would like to refer to this account (for example, "Work Account", "Home Account" or "News Account").

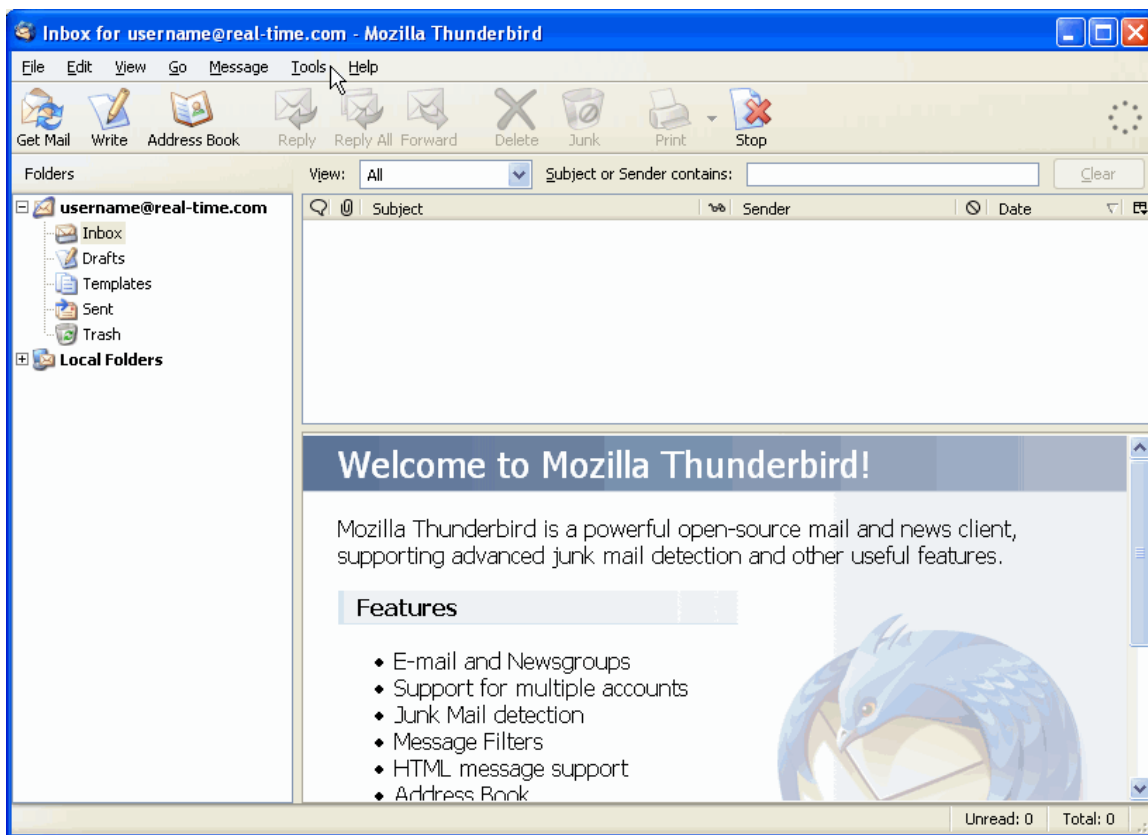
Account Name:

< Back Next > Cancel

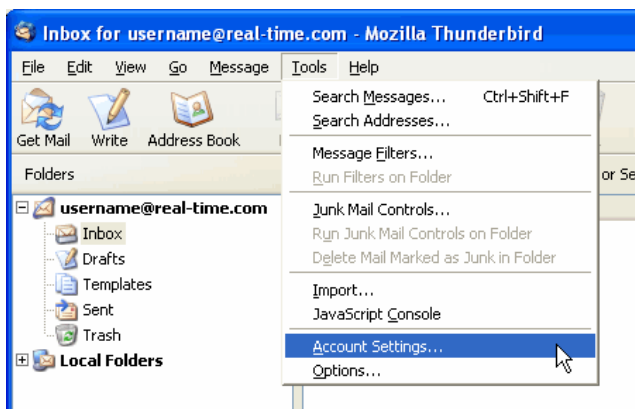
06. In this summary screen you can double check your settings. Use the **Back** button to go back and make any changes. Once you are done **Uncheck** the "Download messages now" checkbox and click on **Finish**.



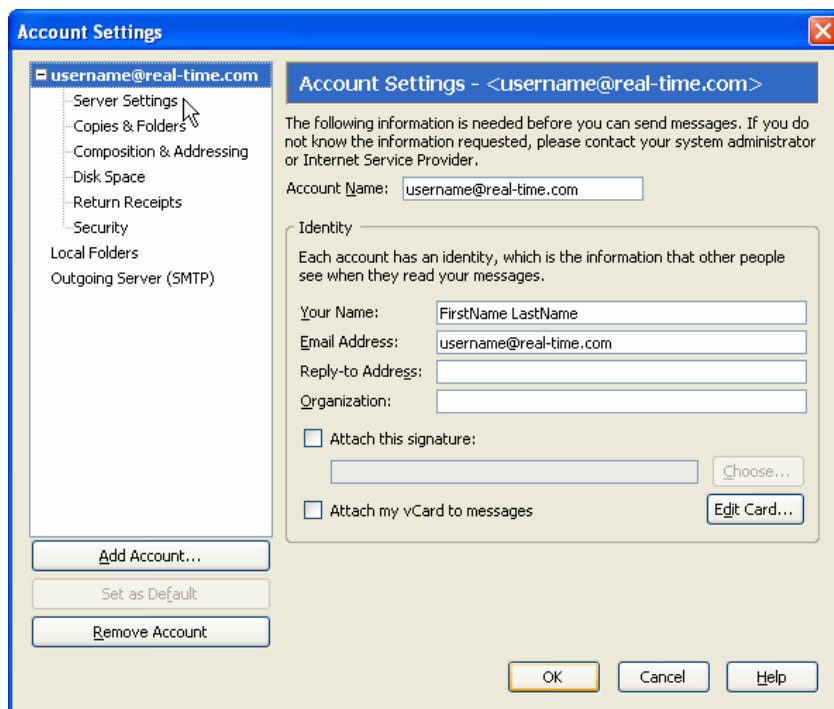
07. Here is the main Thunderbird email screen, click on Tools.



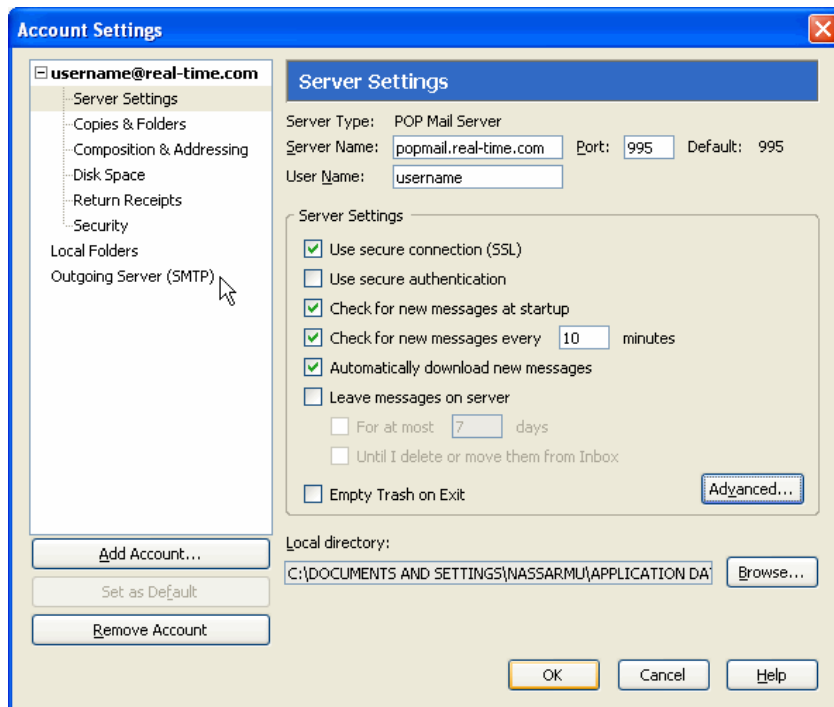
08. And then click on Account Settings...



09. This will open the Account Settings screen. Click on Server Settings in the upper left.



10. Place a check in the Use secure connection (SSL) checkbox under Server Settings, and click on Outgoing Server (SMTP)



11. Click on the TLS, if available radio button to enable secure communications, click on OK to close this screen

