

SETTING UP YOUR 1&1 MAIL

- **What's required to setup e-mail clients?**
- **Which e-mail programs can be used?**

- **Microsoft Outlook 2002 (for POP3)**
- **Microsoft Outlook 2002 (for IMAP)**
- **Microsoft Outlook Express (for POP3)**
- **Microsoft Outlook Express (for IMAP)**
- **Microsoft Outlook (for POP3)**
- **Microsoft Outlook (for IMAP)**

What is the required information to set up e-mail clients?

To configure an e-mail client you will need the following information.

FOR POP3 PROTOCOL

Server Type: POP3
Incoming Server: pop.1and1.com
Outgoing Server: smtp.1and1.com

Account name/Username: Mailbox number (m12345678-0 Can be found under E-mail Overview)
Password: Your E-mail Password

FOR IMAP PROTOCOL

Server Type: IMAP
Incoming Server: imap.1and1.com
Outgoing Server: smtp.1and1.com

Account name/Username: Mailbox number (m12345678-0 Can be found under E-mail Overview)
Password: Your E-mail Password

Which e-mail program can be used?

To read and write e-mail you may use virtually any mail client program, such as Microsoft Outlook Express, Netscape Messenger or Eudora Light.

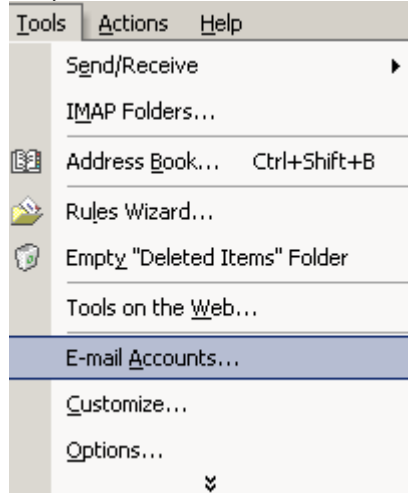
SETTING UP YOUR 1&1 MAIL

How do I setup Microsoft Outlook 2002 to receive e-mail using POP3 protocol?

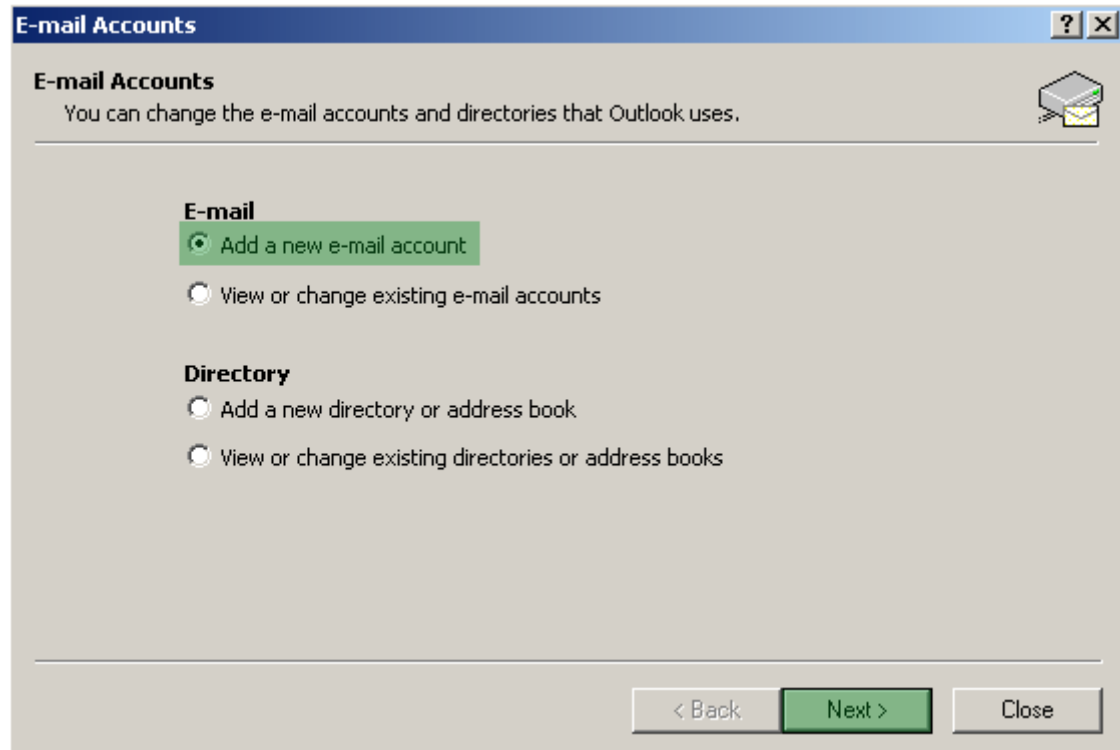
To set up Microsoft Outlook you will first have to acquire the necessary information by following the FAQ:

[What information is required to set up e-mail clients for POP3?](#)

1. Open Microsoft Outlook. Click "Tools" and select "E-mail Accounts"

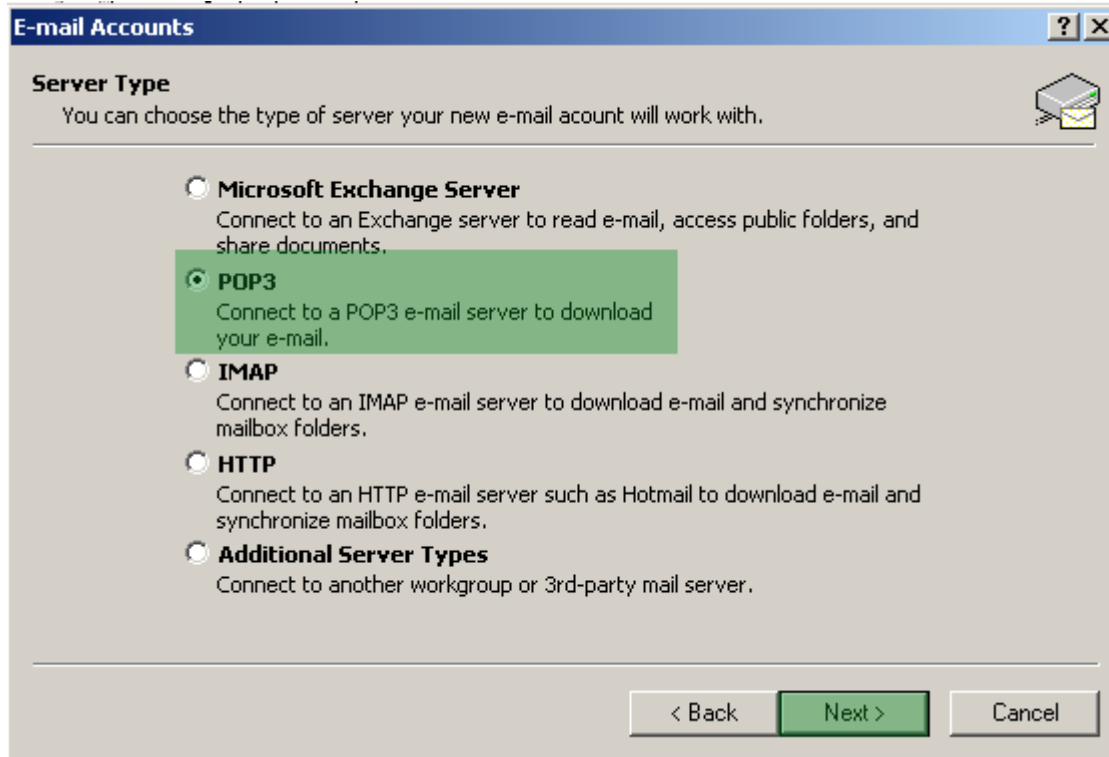


2. Select "Add a new e-mail account" and click "Next".

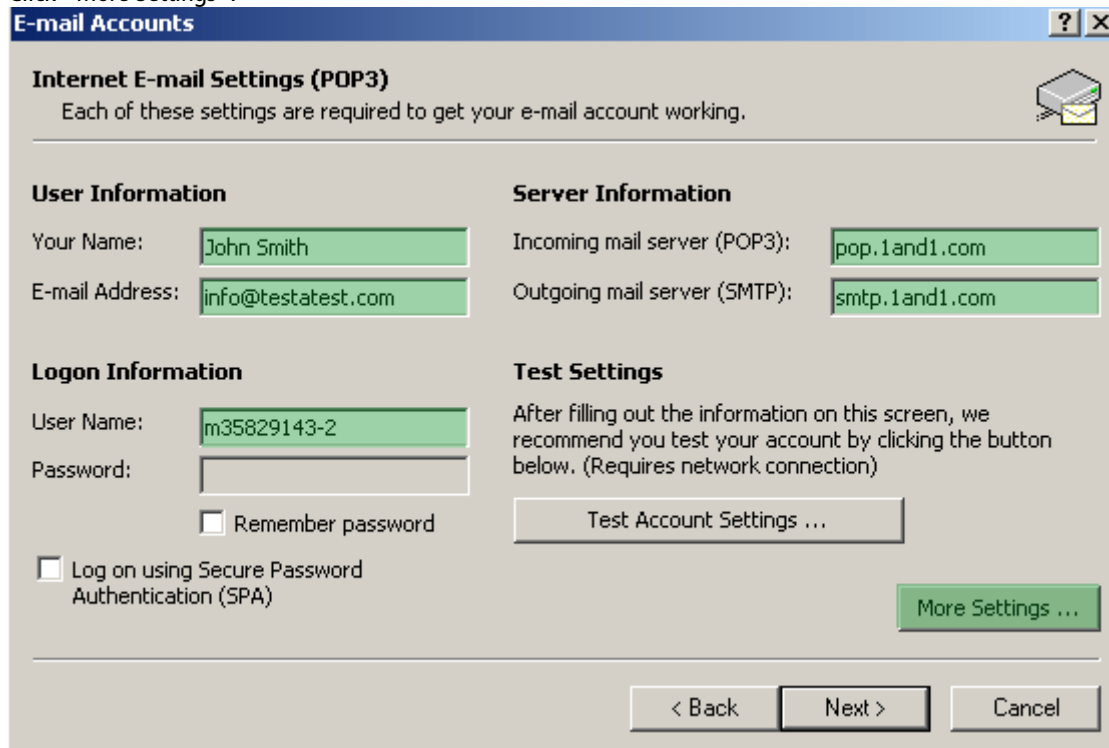


3. Choose "POP3" and click "Next".

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4. Enter the information highlighted in green. (User Name: your mailbox number)
Click "More Settings".



5. Select "Outgoing Server" tab then check "My Outgoing server (SMTP) requires authentication." and choose "Use same settings as my incoming mail server".

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The image shows a screenshot of the 'Internet E-mail Settings' dialog box, specifically the 'Outgoing Server' tab. The dialog has a title bar with a question mark and a close button. The tabs are 'General', 'Outgoing Server', 'Connection', and 'Advanced'. The 'Outgoing Server' tab is active. The settings are as follows:

- My outgoing server (SMTP) requires authentication:
- Use same settings as my incoming mail server
- Log on using
 - User Name:
 - Password:
 - Remember password
- Log on using Secure Password Authentication
- Log on to incoming mail server before sending mail

At the bottom of the dialog, there are two buttons: 'OK' and 'Cancel'.

Click "OK" then "Next" and finally "Finish".

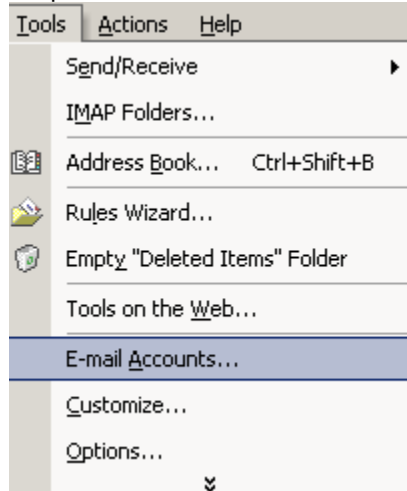
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How do I setup Microsoft Outlook 2002 to receive e-mail using IMAP Protocol?

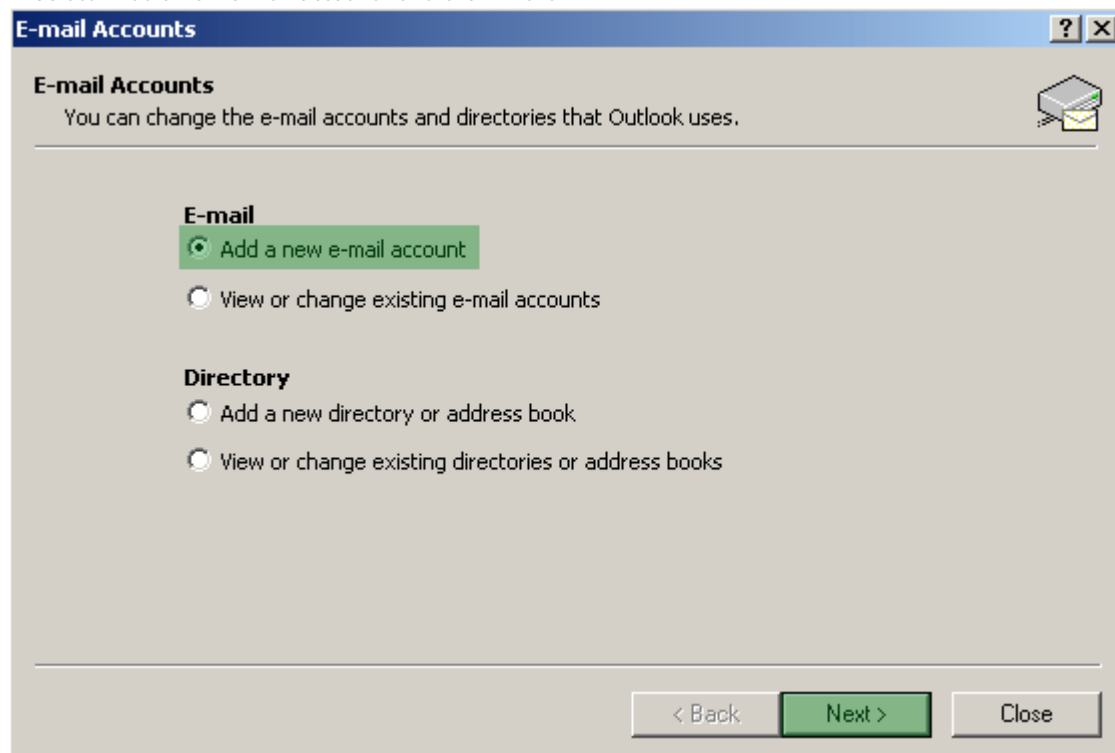
To set up Microsoft Outlook you will first have to acquire the necessary information by following the FAQ:

[What information is required to set up e-mail clients for IMAP accounts?](#)

1. Open Microsoft Outlook. Click "Tools" and select "E-mail Accounts"

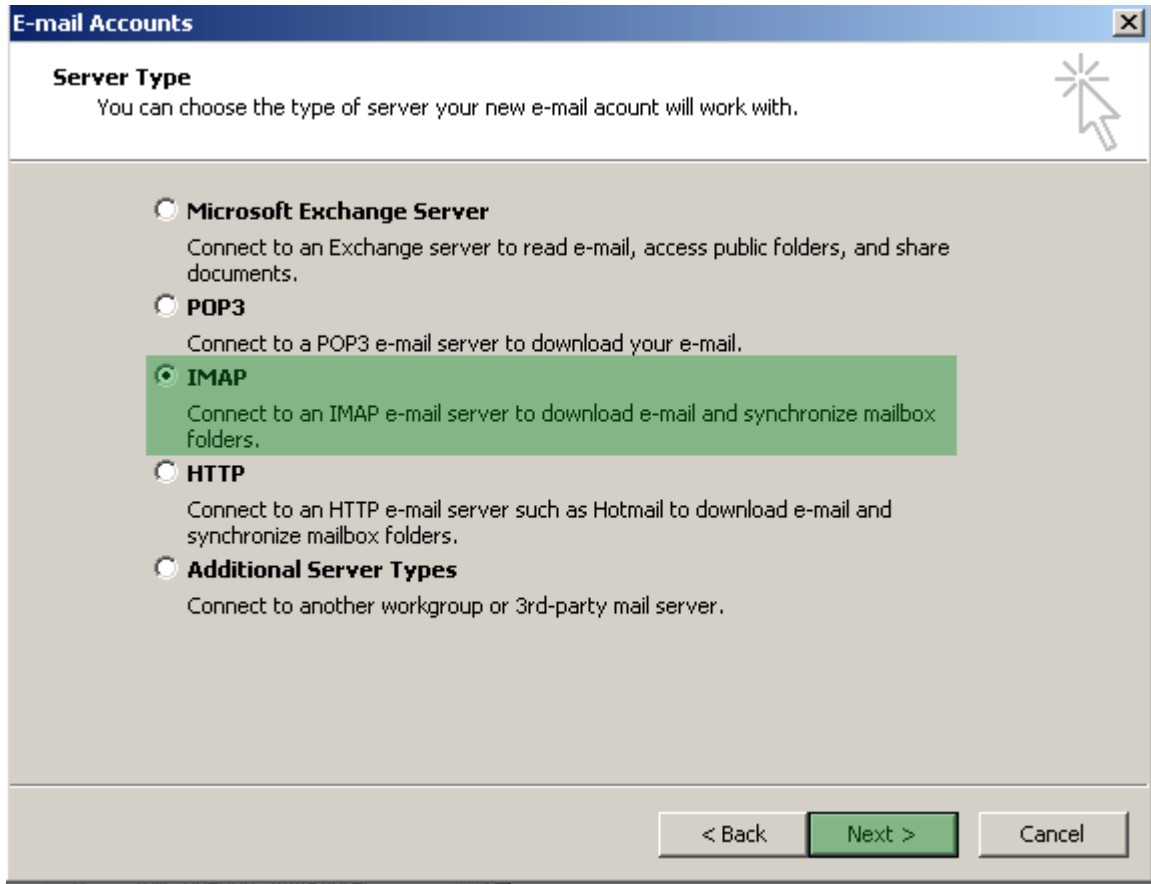


2. Select "Add a new e-mail account" and click "Next".



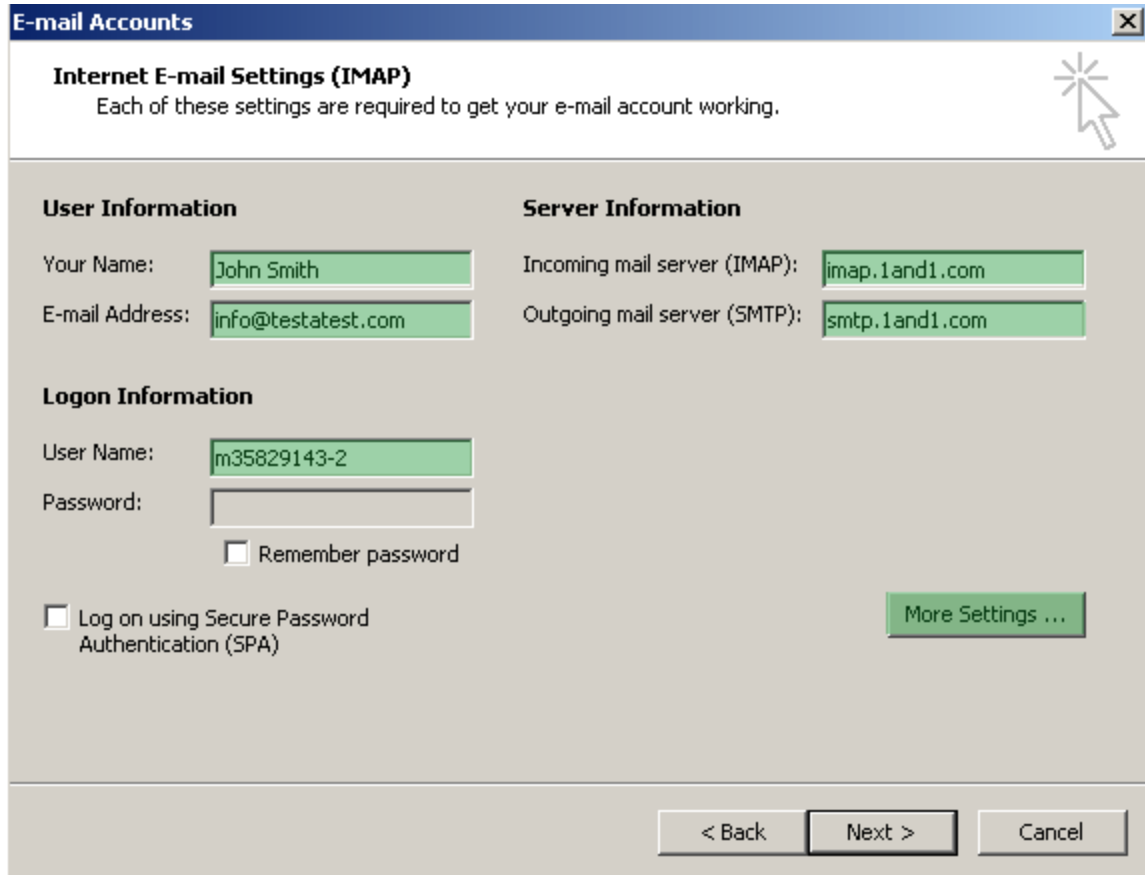
3. Choose "IMAP" and click "Next".

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4. Enter the information highlighted in green. (User Name: your mailbox number)
Click "More Settings".

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The screenshot shows a window titled "E-mail Accounts" with a close button (X) in the top right corner. Below the title bar, the text "Internet E-mail Settings (IMAP)" is displayed, followed by the instruction "Each of these settings are required to get your e-mail account working." A mouse cursor is pointing at a star icon in the top right corner of the main content area.

The settings are organized into three sections:

- User Information:**
 - Your Name:
 - E-mail Address:
- Server Information:**
 - Incoming mail server (IMAP):
 - Outgoing mail server (SMTP):
- Logon Information:**
 - User Name:
 - Password:
 - Remember password
 - Log on using Secure Password Authentication (SPA)

A "More Settings ..." button is located to the right of the Logon Information section. At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

5. Select "Outgoing Server" tab then check "My Outgoing server (SMTP) requires authentication." and choose "Use same settings as my incoming mail server".

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The screenshot shows a dialog box titled "Internet E-mail Settings" with a blue header bar containing a question mark icon and a close button. Below the header are four tabs: "General", "Outgoing Server", "Connection", and "Advanced". The "Outgoing Server" tab is selected and highlighted. The main content area contains the following options:

- My outgoing server (SMTP) requires authentication:
- Use same settings as my incoming mail server
- Log on using
 - User Name:
 - Password:
 - Remember password
- Log on using Secure Password Authentication
- Log on to incoming mail server before sending mail

At the bottom of the dialog box are two buttons: "OK" and "Cancel".

Click "OK" then "Next" and finally "Finish".

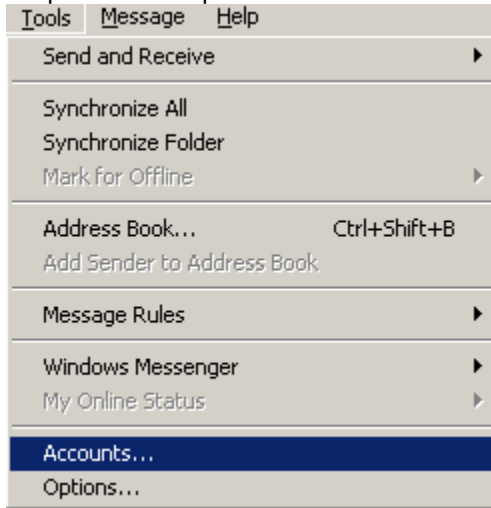
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How do I setup Microsoft Outlook Express to receive e-mail using POP3 protocol?

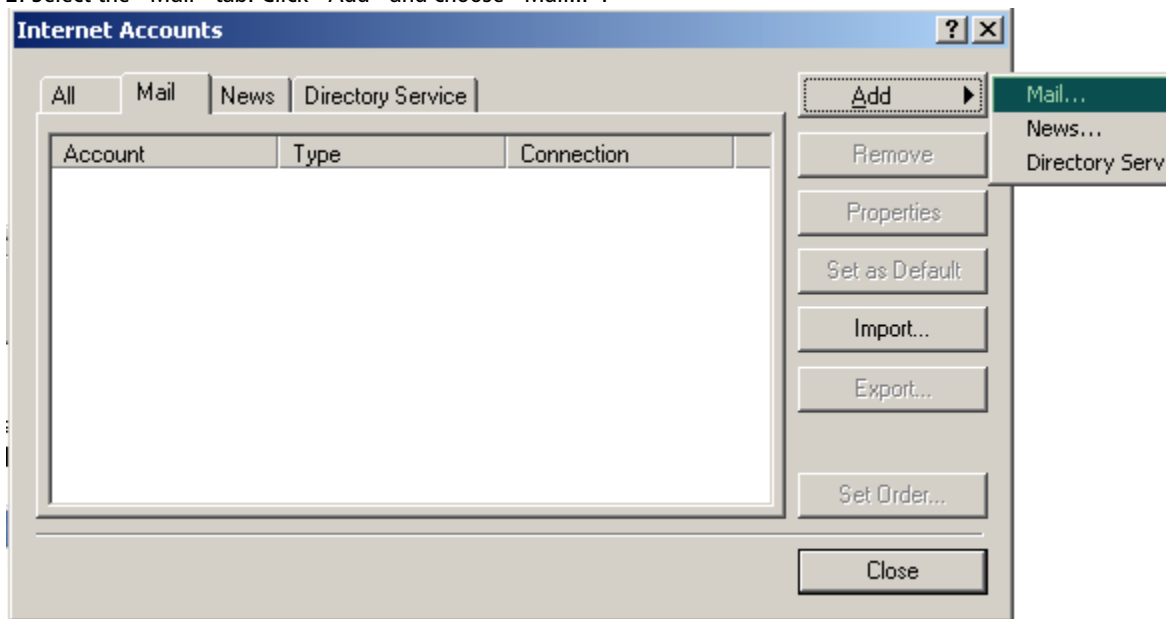
To set up Microsoft Outlook Express you will first have to acquire the necessary information by following the FAQ:

[What information is required to set up e-mail clients for POP3?](#)

1. Open Outlook Express and click "Tools" and choose "Accounts".

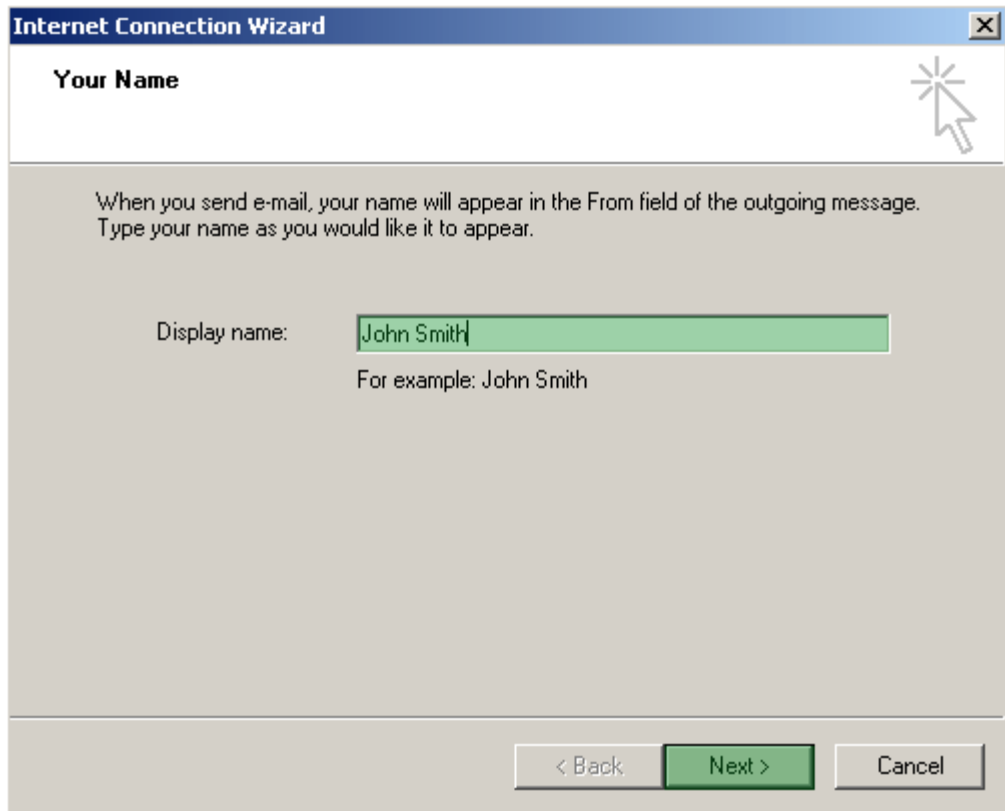


2. Select the "Mail" tab. Click "Add" and choose "Mail...".



3. Enter a Display Name and click "Next".

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Internet Connection Wizard

Your Name

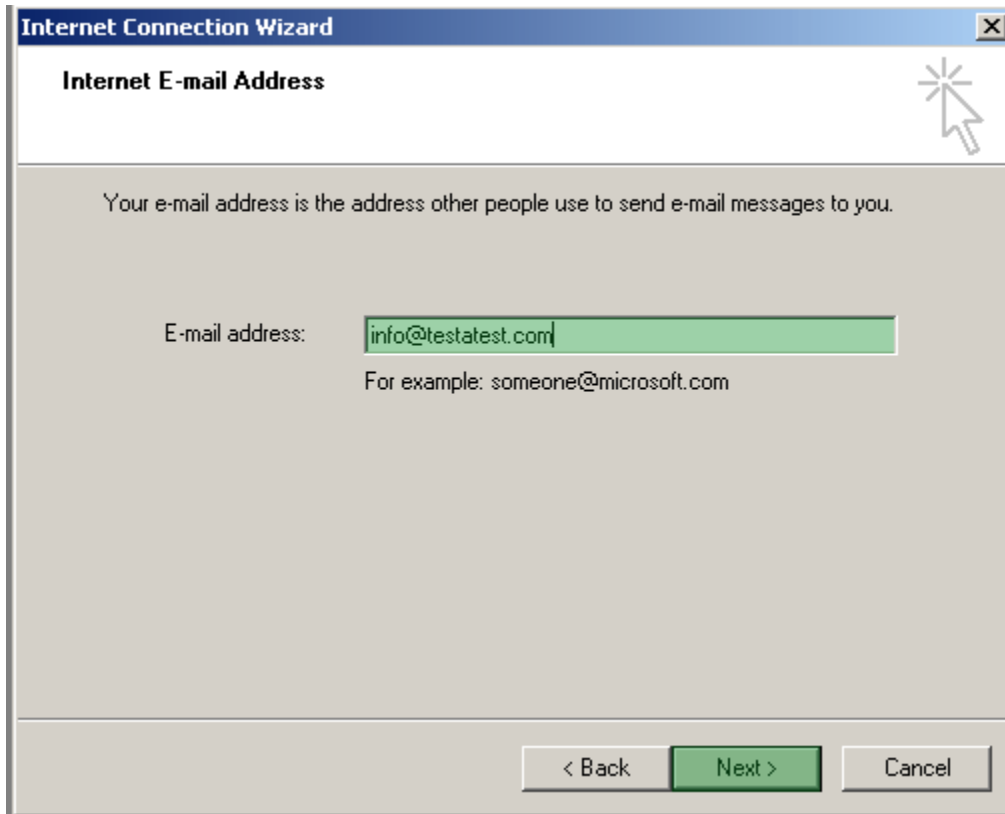
When you send e-mail, your name will appear in the From field of the outgoing message. Type your name as you would like it to appear.

Display name:

For example: John Smith

< Back Next > Cancel

4. Enter the e-mail address and click "Next".



Internet Connection Wizard

Internet E-mail Address

Your e-mail address is the address other people use to send e-mail messages to you.

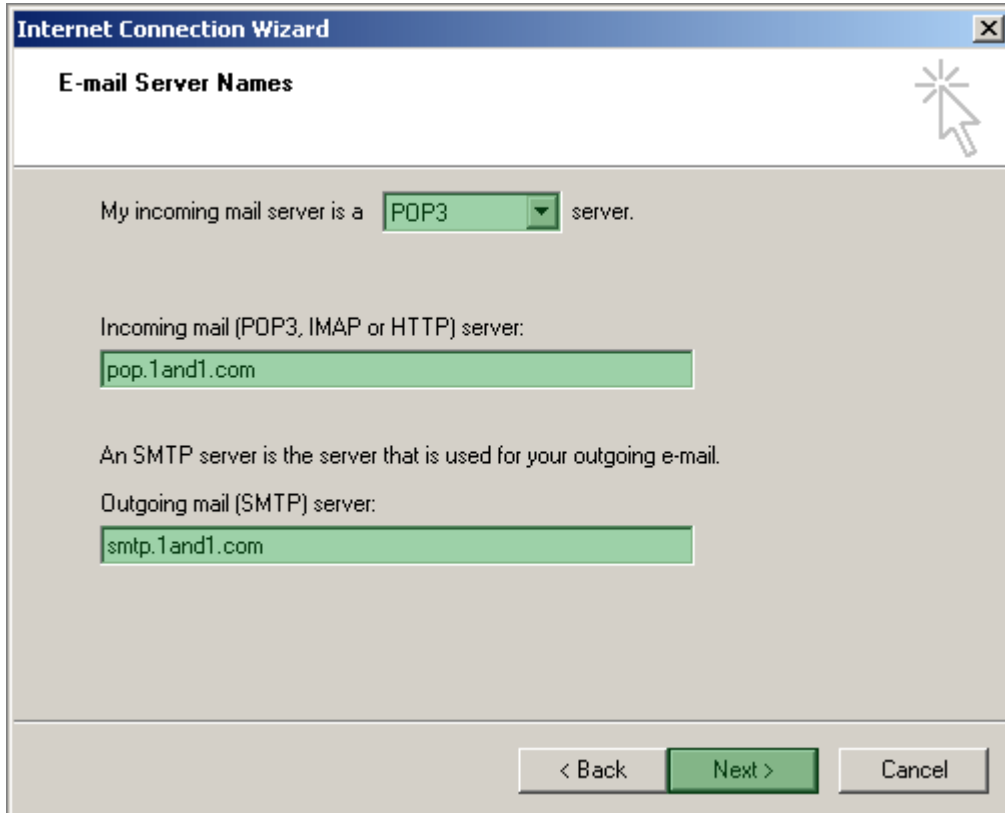
E-mail address:

For example: someone@microsoft.com

< Back Next > Cancel

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5. Choose "POP3" and enter the following:
Incoming mail: pop.1and1.com
Outgoing mail: smtp.1and1.com
and click "Next".



The screenshot shows a window titled "Internet Connection Wizard" with a close button in the top right corner. The main title of the window is "E-mail Server Names". In the top right corner of the window, there is a mouse cursor icon with a starburst effect. The main content area contains the following text and input fields:

My incoming mail server is a server.

Incoming mail (POP3, IMAP or HTTP) server:

An SMTP server is the server that is used for your outgoing e-mail.
Outgoing mail (SMTP) server:

At the bottom of the window, there are three buttons: "< Back", "Next >" (highlighted in green), and "Cancel".

6. Enter the Account name. If you want the system to remember the password, check the box near "Remember Password" and enter the password. Click "Next".

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Internet Connection Wizard [X]

Internet Mail Logon

Type the account name and password your Internet service provider has given you.

Account name:

Password:

Remember password

If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box.

Log on using Secure Password Authentication (SPA)

< Back **Next >** Cancel

7. Finally click "Finish".

Internet Connection Wizard [X]

Congratulations

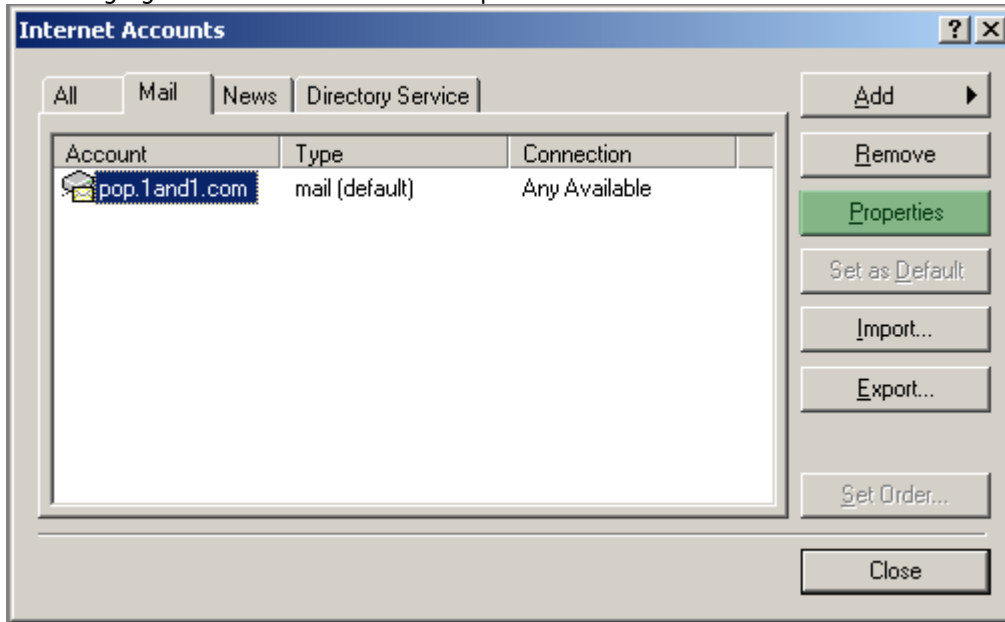
You have successfully entered all of the information required to set up your account.

To save these settings, click Finish.

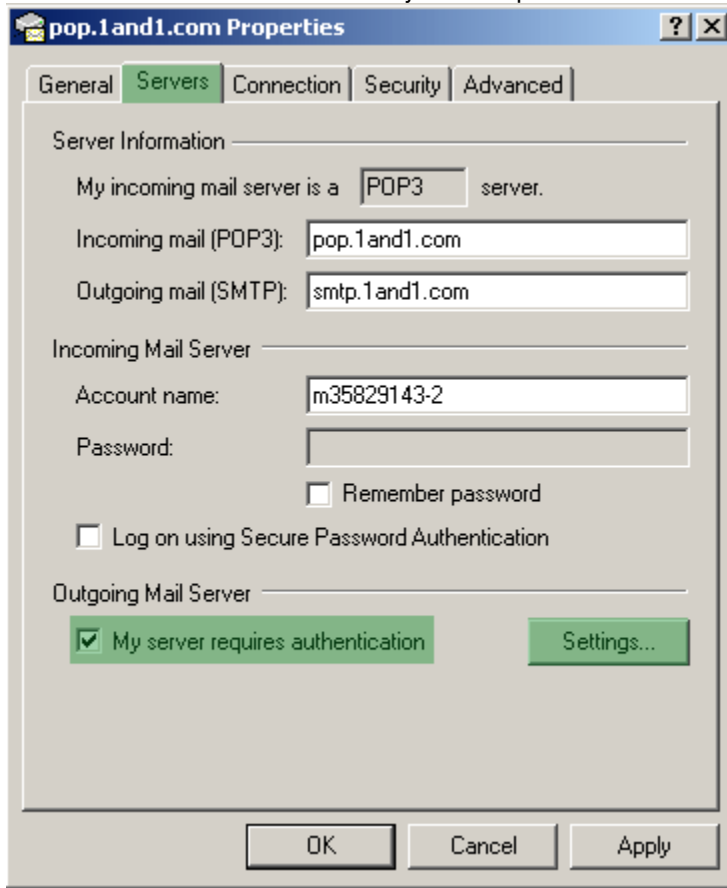
< Back **Finish** Cancel

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8. Now highlight the account and click on "Properties".

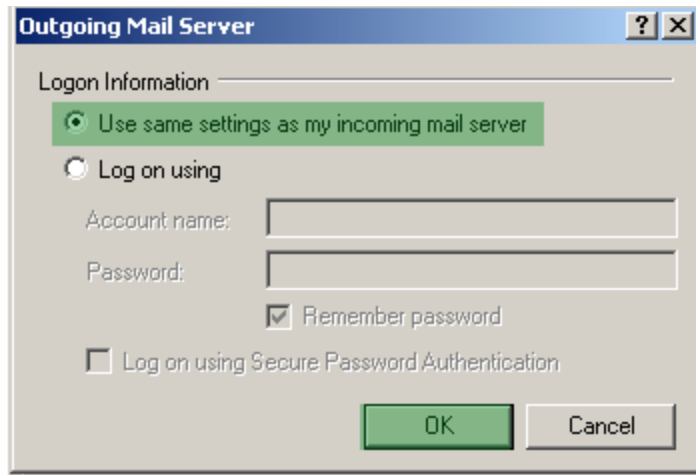


9. Choose the "Servers" tab. Check "My server requires authentication". Click "Settings".



10. Choose "Use same settings as my incoming mail server" and click "OK".

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Outgoing Mail Server ? X

Logon Information

Use same settings as my incoming mail server

Log on using

Account name:

Password:

Remember password

Log on using Secure Password Authentication

OK Cancel

Finally click "Apply" and "OK" and close the "Internet Accounts" window.

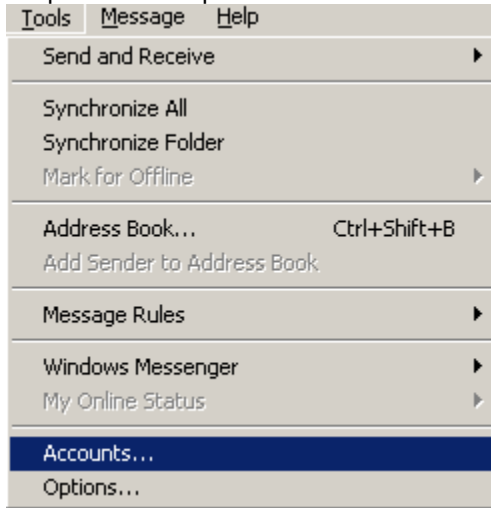
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How do I setup Microsoft Outlook Express to receive e-mail using IMAP Protocol?

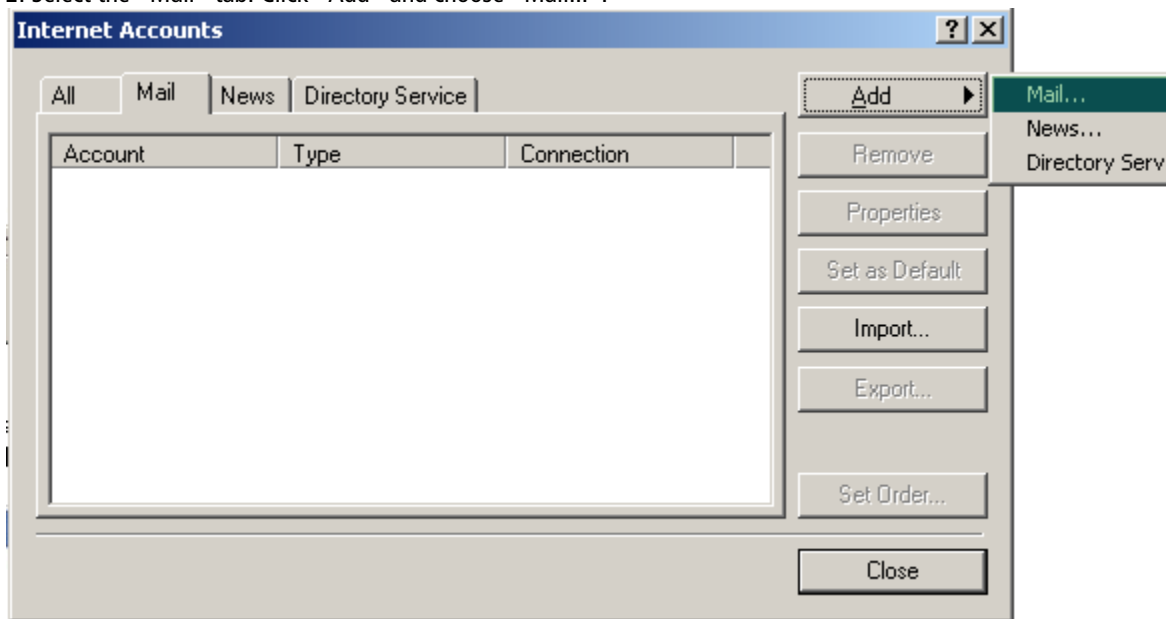
To set up Microsoft Outlook Express you will first have to acquire the necessary information by following the FAQ:

[What information is required to set up e-mail clients for IMAP accounts?](#)

1. Open Outlook Express and click "Tools" and choose "Accounts".

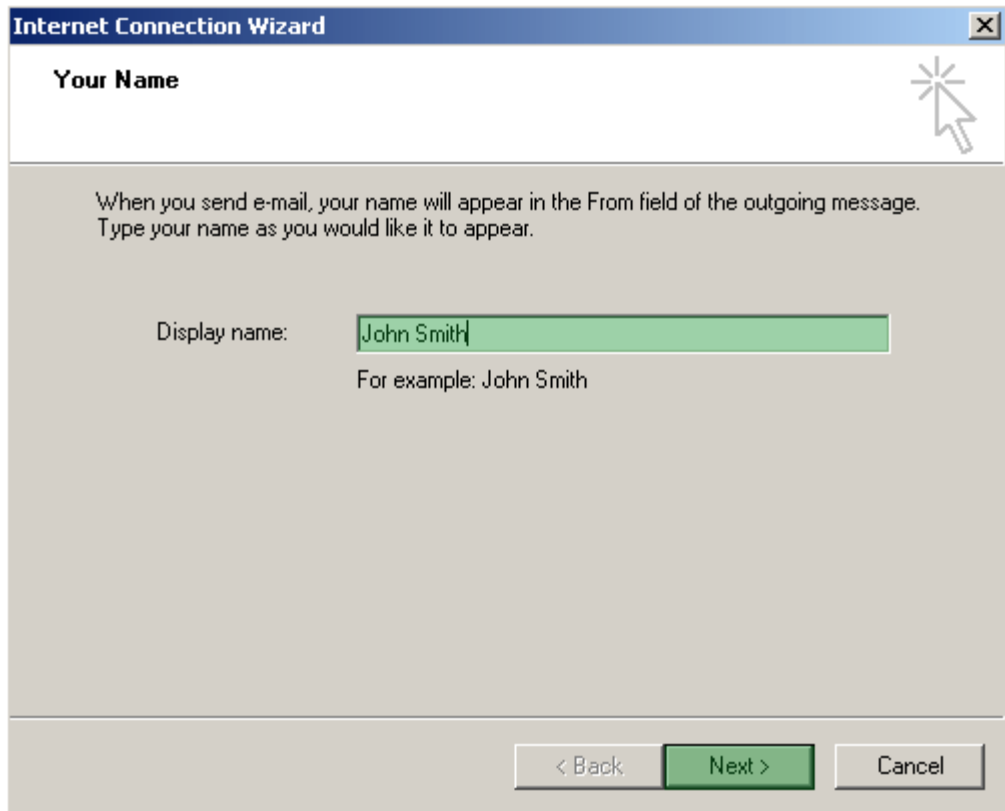


2. Select the "Mail" tab. Click "Add" and choose "Mail..."



3. Enter a Display Name and click "Next".

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Internet Connection Wizard [X]

Your Name [Help icon]

When you send e-mail, your name will appear in the From field of the outgoing message.
Type your name as you would like it to appear.

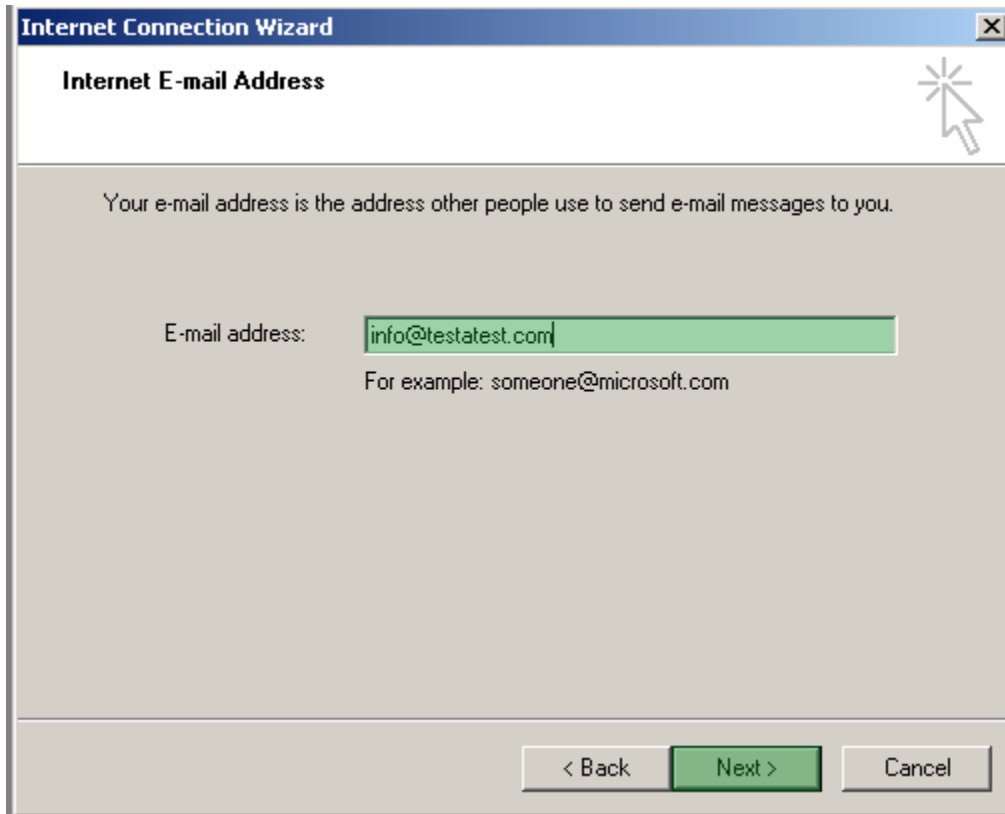
Display name:

For example: John Smith

< Back **Next >** Cancel

This screenshot shows the 'Your Name' step of the Internet Connection Wizard. The window title is 'Internet Connection Wizard' with a close button. The main heading is 'Your Name' with a help icon. Below this, there is an explanatory text: 'When you send e-mail, your name will appear in the From field of the outgoing message. Type your name as you would like it to appear.' A text input field labeled 'Display name:' contains the text 'John Smith'. Below the input field, there is an example: 'For example: John Smith'. At the bottom, there are three buttons: '< Back', 'Next >' (highlighted in green), and 'Cancel'.

4. Enter the e-mail address and click "Next".



Internet Connection Wizard [X]

Internet E-mail Address [Help icon]

Your e-mail address is the address other people use to send e-mail messages to you.

E-mail address:

For example: someone@microsoft.com

< Back **Next >** Cancel

This screenshot shows the 'Internet E-mail Address' step of the Internet Connection Wizard. The window title is 'Internet Connection Wizard' with a close button. The main heading is 'Internet E-mail Address' with a help icon. Below this, there is an explanatory text: 'Your e-mail address is the address other people use to send e-mail messages to you.' A text input field labeled 'E-mail address:' contains the text 'info@testatest.com'. Below the input field, there is an example: 'For example: someone@microsoft.com'. At the bottom, there are three buttons: '< Back', 'Next >' (highlighted in green), and 'Cancel'.

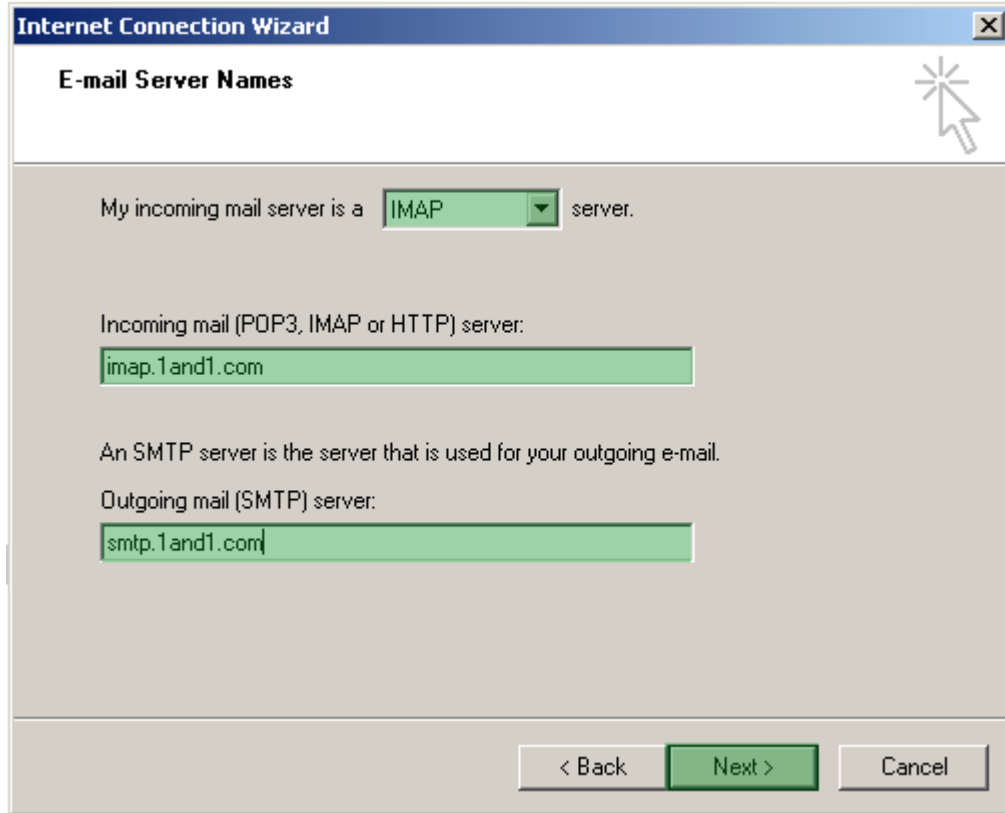
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5. Choose "IMAP" and enter the following:

Incoming mail: imap.1and1.com

Outgoing mail: smtp.1and1.com

and click "Next".



The screenshot shows a window titled "Internet Connection Wizard" with a close button in the top right corner. The main title of the window is "E-mail Server Names". The content area contains the following text and input fields:

- "My incoming mail server is a server." (The dropdown menu is currently set to "IMAP")
- "Incoming mail (POP3, IMAP or HTTP) server:" followed by a text input field containing "imap.1and1.com".
- "An SMTP server is the server that is used for your outgoing e-mail."
- "Outgoing mail (SMTP) server:" followed by a text input field containing "smtp.1and1.com".

At the bottom of the window, there are three buttons: "< Back", "Next >" (highlighted in green), and "Cancel".

6. Enter the Account name. If you want the system to remember the password, check the box near "Remember Password" and enter the password. Click "Next".

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Internet Connection Wizard [X]

Internet Mail Logon

Type the account name and password your Internet service provider has given you.

Account name:

Password:

Remember password

If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box.

Log on using Secure Password Authentication (SPA)

< Back Next > Cancel

7. Finally click "Finish".

Internet Connection Wizard [X]

Congratulations

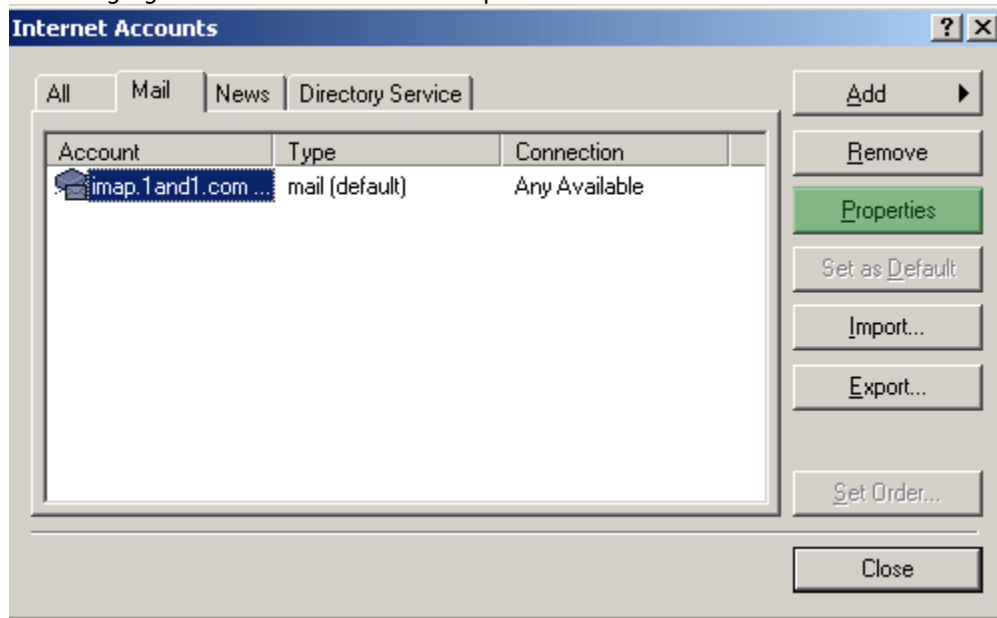
You have successfully entered all of the information required to set up your account.

To save these settings, click Finish.

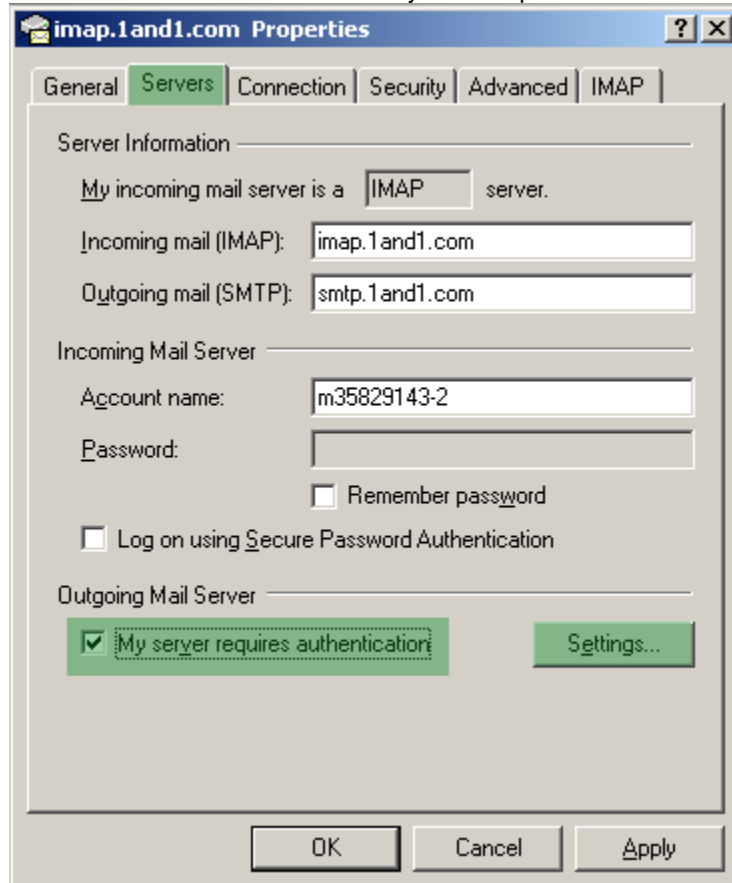
< Back Finish Cancel

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8. Now highlight the account and click on "Properties".



9. Choose the "Servers" tab. Check "My server requires authentication". Click "Settings".



10. Choose "Use same settings as my incoming mail server" and click "OK".

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Outgoing Mail Server

Logon Information

Use same settings as my incoming mail server

Log on using

Account name:

Password:

Remember password

Log on using Secure Password Authentication

OK Cancel

Finally click "Apply" and "OK" and close the "Internet Accounts" window.

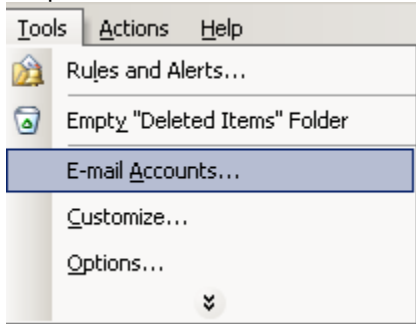
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How do I setup Microsoft Outlook to receive e-mail using POP3 protocol?

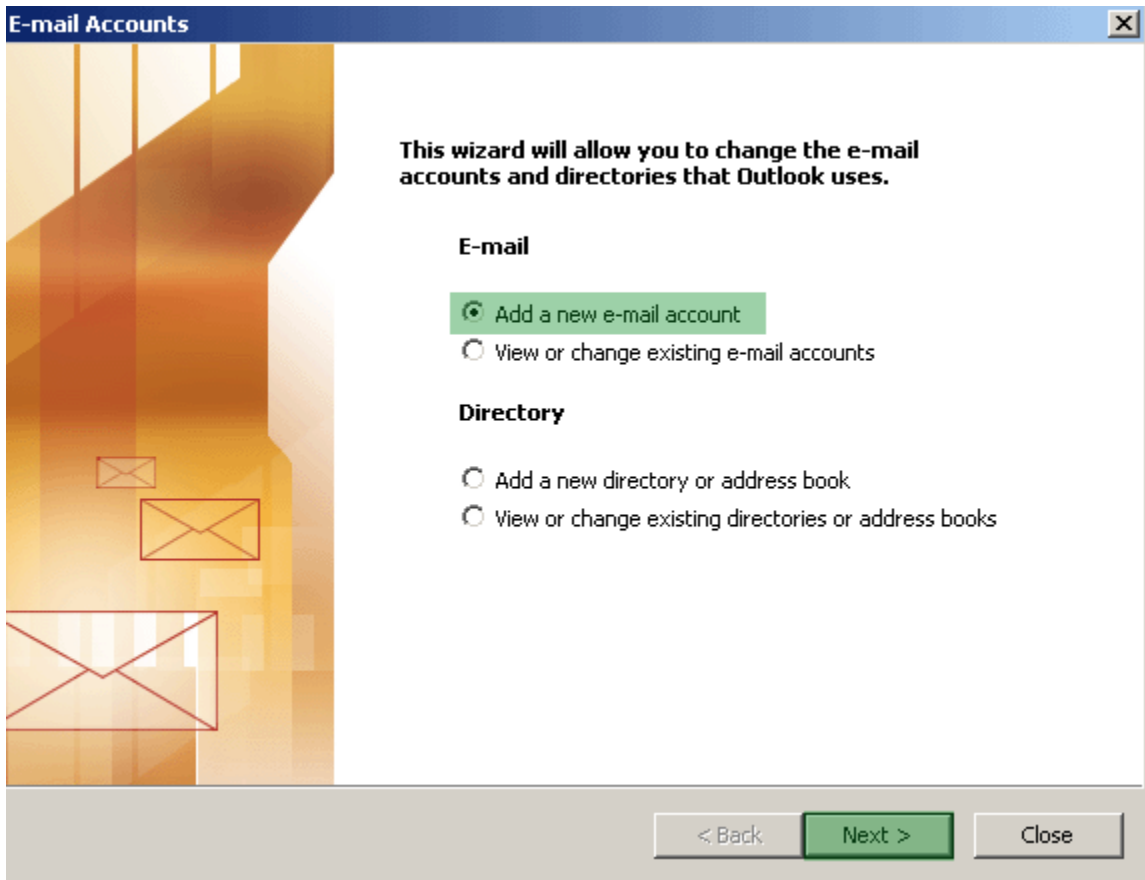
To set up Microsoft Outlook you will first have to acquire the necessary information by following the FAQ:

[What information is required to set up e-mail clients for POP3?](#)

1. Open Microsoft Outlook 2003. Click "Tools" and select "E-mail Accounts..."

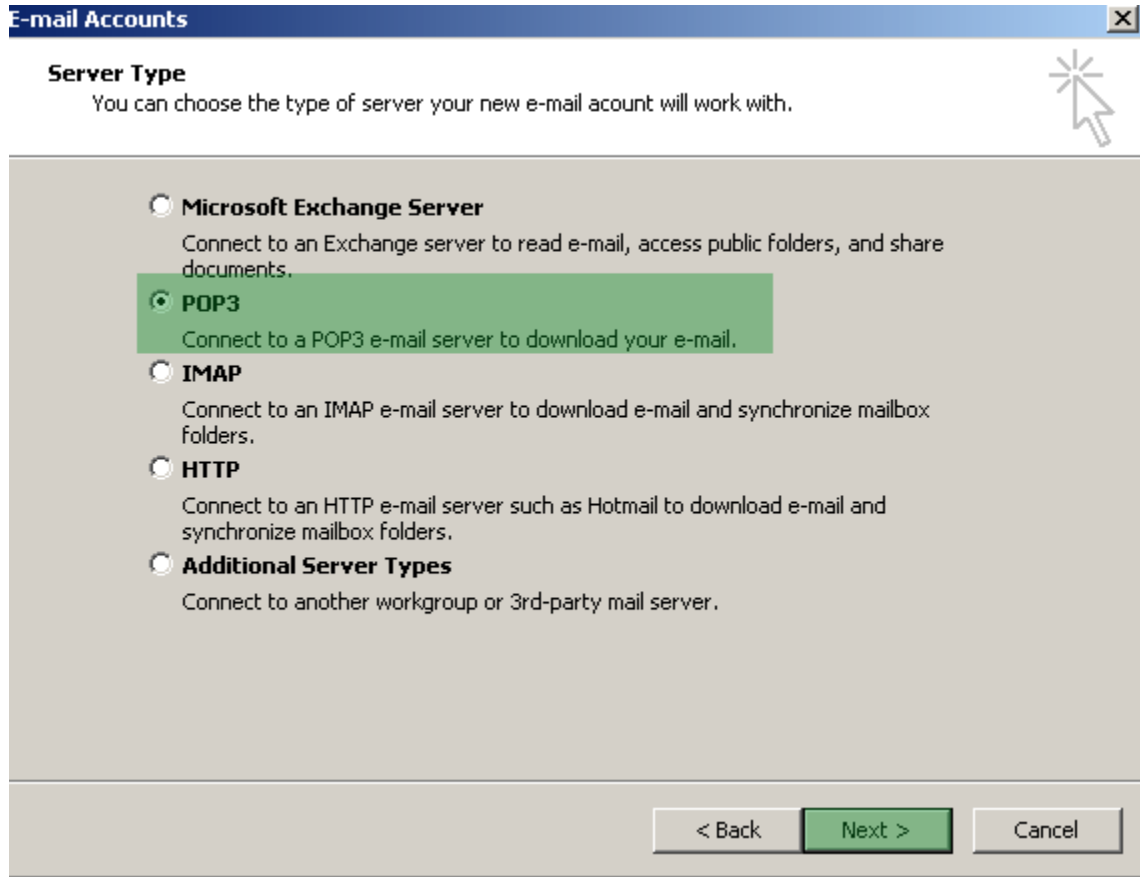


2. Select "Add a new e-mail account" and click "Next".



3. Choose "POP3" and click "Next".

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4. Enter the information highlighted in green. (User Name: your mailbox number)
Click "More Settings".

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The screenshot shows a window titled "E-mail Accounts" with a close button in the top right corner. Below the title bar, the text "Internet E-mail Settings (POP3)" is displayed, followed by the instruction "Each of these settings are required to get your e-mail account working." A mouse cursor is pointing at a star icon in the top right corner of the main content area.

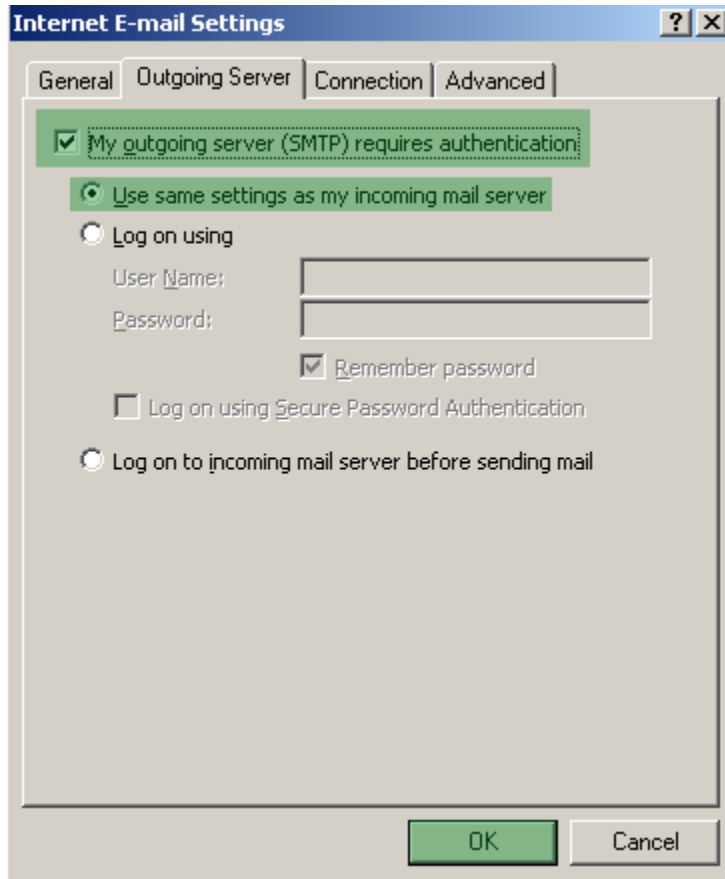
The main content area is divided into four sections:

- User Information:** "Your Name:" with the text "John Smith" in a green box; "E-mail Address:" with the text "info@testatest.com" in a green box.
- Server Information:** "Incoming mail server (POP3):" with the text "pop.1and1.com" in a green box; "Outgoing mail server (SMTP):" with the text "smtp.1and1.com" in a green box.
- Logon Information:** "User Name:" with the text "m35829143-2" in a green box; "Password:" with an empty text box; a checkbox labeled "Remember password" which is unchecked; and a checkbox labeled "Log on using Secure Password Authentication (SPA)" which is also unchecked.
- Test Settings:** A paragraph of text: "After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)". Below this text is a button labeled "Test Account Settings ...".

At the bottom right of the main content area is a green button labeled "More Settings ...". At the bottom of the window are three buttons: "< Back", "Next >", and "Cancel".

5. Select "Outgoing Server" tab then check "My Outgoing server (SMTP) requires authentication." and choose "Use same settings as my incoming mail server".

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Click "OK" then "Next" and finally "Finish".

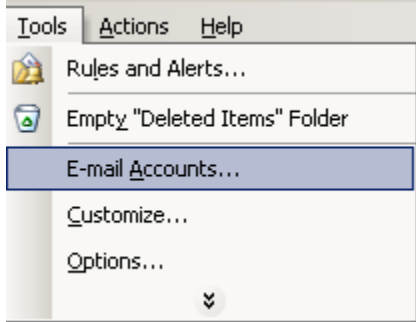
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How do I setup Microsoft Outlook to receive e-mail using IMAP protocol?

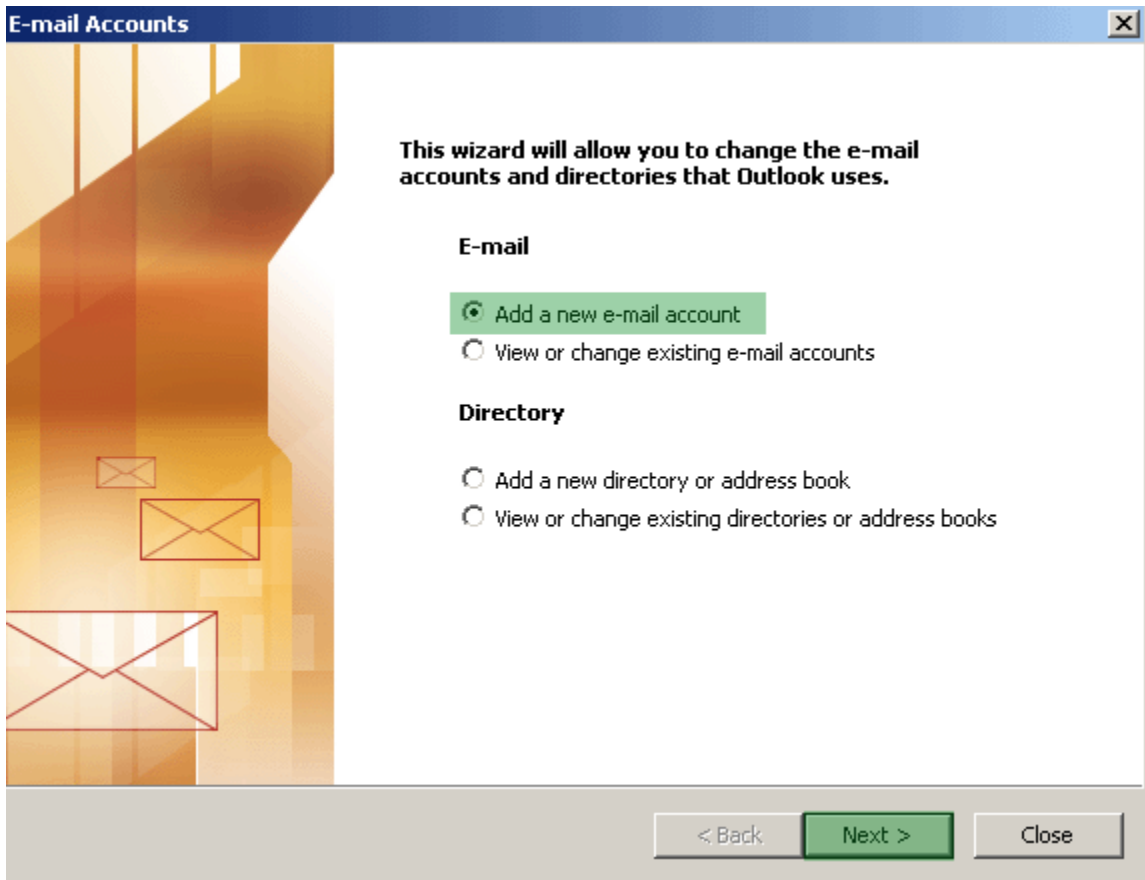
To set up Microsoft Outlook you will first have to acquire the necessary information by following the FAQ:

[What information is required to set up e-mail clients for IMAP accounts?](#)

1. Open Microsoft Outlook 2003. Click "Tools" and select "E-mail Accounts..."

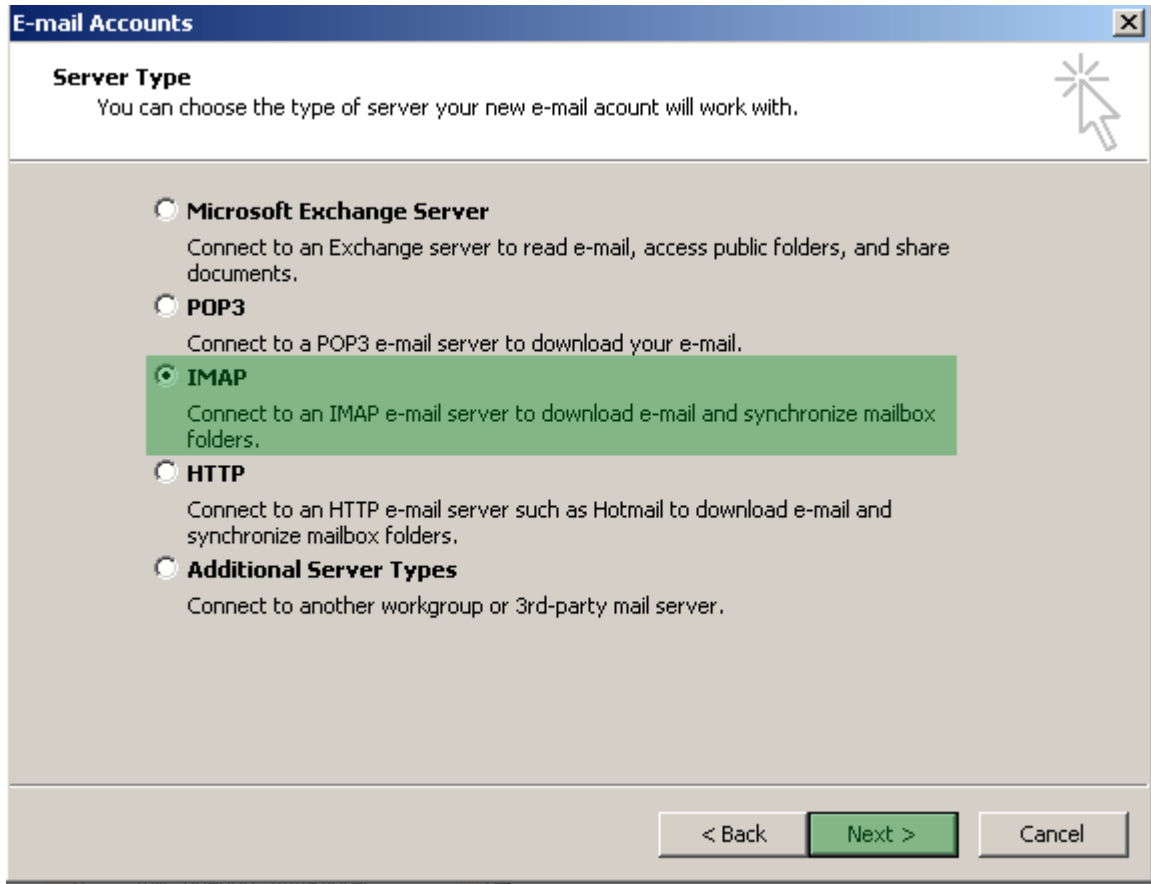


2. Select "Add a new e-mail account" and click "Next".



3. Choose "IMAP" and click "Next".

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4. Enter the information highlighted in green. (User Name: your mailbox number)
Click "More Settings".

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The screenshot shows a window titled "E-mail Accounts" with a close button (X) in the top right corner. Below the title bar, the text "Internet E-mail Settings (IMAP)" is displayed, followed by the instruction "Each of these settings are required to get your e-mail account working." A mouse cursor is pointing at a starburst icon in the top right corner of the main content area.

The main content area is divided into three sections:

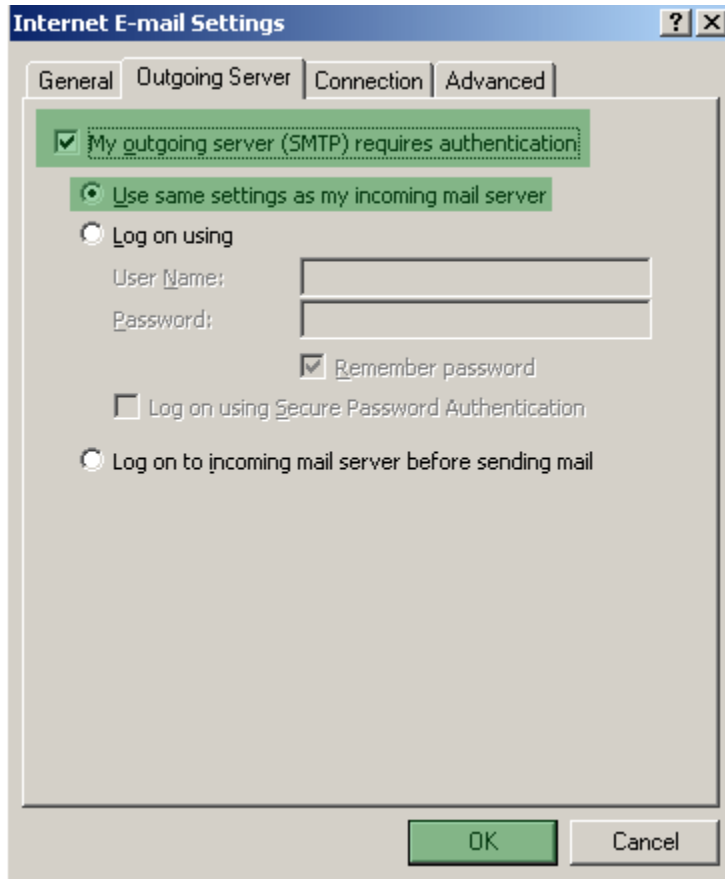
- User Information:** "Your Name:" with the text "John Smith" and "E-mail Address:" with the text "info@testatest.com".
- Server Information:** "Incoming mail server (IMAP):" with the text "imap.1and1.com" and "Outgoing mail server (SMTP):" with the text "smtp.1and1.com".
- Logon Information:** "User Name:" with the text "m35829143-2", a "Password:" field, and a checkbox labeled "Remember password".

At the bottom of the main content area, there is a checkbox labeled "Log on using Secure Password Authentication (SPA)" and a button labeled "More Settings ...".

At the bottom of the dialog box, there are three buttons: "< Back", "Next >", and "Cancel".

5. Select "Outgoing Server" tab then check "My Outgoing server (SMTP) requires authentication." and choose "Use same settings as my incoming mail server".

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Click "OK" then "Next" and finally "Finish".