

## How To: Configure Outlook Express 5.x and 6

### ► Summary:

Email accounts in Outlook Express 5.x and 6 are set up via Identities. The steps below describe the process for setting up your account in Outlook Express 5.x or 6.

**Note:** Before adding or modifying an email account, you will need to know the following information:

- ? Your XIT e-mail address and password
- ? Incoming and Outgoing mail servers for your area
  - Incoming Mail Server = [mail.xit.net](mailto:mail.xit.net)
  - Outgoing Mail Server = [mail.xit.net](mailto:mail.xit.net)

XIT does not provide technical support for the following e-mail programs. The content below is for reference only.

### ► Solution

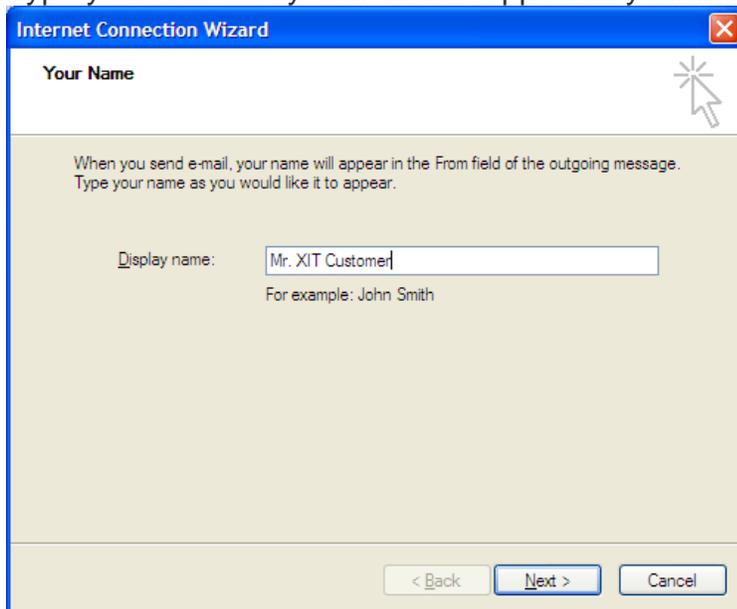
#### To create a new Identity:

1. Click **File** select **Identities**.
2. Click **Add New Identity**
3. In the **New Identity** dialog box, type the name of the new Identity and click **OK**.
4. Click Yes to switch to your new Identity

#### Configure the new Email account using the Internet Connection Wizard

1. Double-click Outlook Express icon to start the program
2. Click on Tools and then select Accounts
3. Click the Add button and select Mail..

Type your name as you want it to appear in your message's **From:** field and click **Next**.



Internet Connection Wizard

Your Name

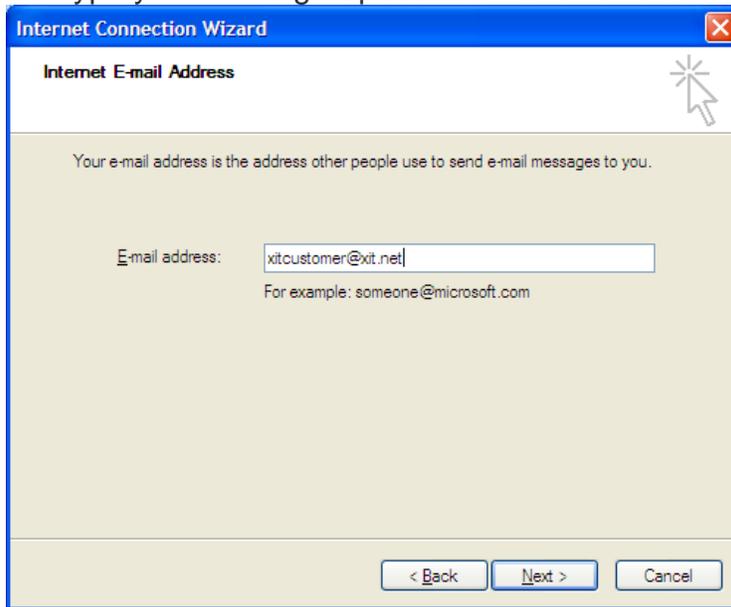
When you send e-mail, your name will appear in the From field of the outgoing message.  
Type your name as you would like it to appear.

Display name:

For example: John Smith

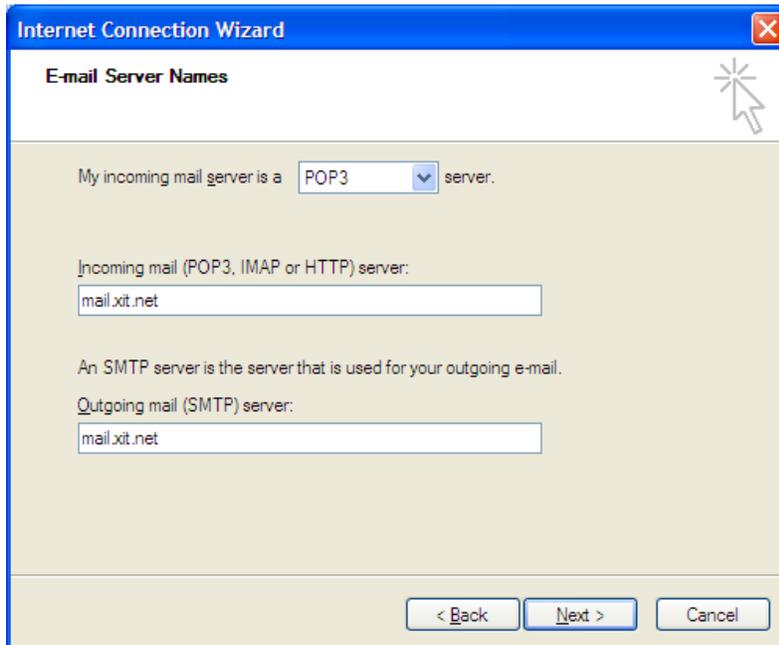
< Back   Next >   Cancel

4. Type your XIT High Speed Internet email address and click **Next**.



The screenshot shows a window titled "Internet Connection Wizard" with a sub-header "Internet E-mail Address". Below the sub-header is a mouse cursor icon. The main text reads: "Your e-mail address is the address other people use to send e-mail messages to you." There is a text input field labeled "E-mail address:" containing "xitcustomer@xit.net". Below the field is an example: "For example: someone@microsoft.com". At the bottom are three buttons: "< Back", "Next >", and "Cancel".

3. Set your **incoming** mail server type to **POP3**
4. Type in your incoming (POP3) e-mail server in the **Incoming** mail server address box
5. Type in your outgoing (SMTP) e-mail server in the **Outgoing** mail server address box.



The screenshot shows a window titled "Internet Connection Wizard" with a sub-header "E-mail Server Names". Below the sub-header is a mouse cursor icon. The main text reads: "My incoming mail server is a POP3 server." There is a dropdown menu showing "POP3". Below this is a text input field labeled "Incoming mail (POP3, IMAP or HTTP) server:" containing "mail.xit.net". Below that is another text input field labeled "Outgoing mail (SMTP) server:" containing "mail.xit.net". At the bottom are three buttons: "< Back", "Next >", and "Cancel".

6. Click **Next**.
7. Type your XIT High Speed Internet account **Username** and **Password**. (Check the **Remember Password** box to avoid entering your password every time you open your account.) Click **Next**.

The screenshot shows a Windows dialog box titled "Internet Connection Wizard" with a sub-header "Internet Mail Logon". The dialog box has a blue title bar with a close button (X) in the top right corner. The main area is light beige and contains the following text and controls:

- Instruction: "Type the account name and password your Internet service provider has given you."
- Field: "Account name:" with a text box containing "xitcustomer".
- Field: "Password:" with a text box containing seven black dots.
- Option: A checked checkbox labeled "Remember password".
- Text: "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."
- Option: An unchecked checkbox labeled "Log on using Secure Password Authentication (SPA)".
- Buttons: "< Back", "Next >", and "Cancel" at the bottom.

8. The confirmation dialog box appears. Click **Finish**. Your newly configured email account appears in the **Internet Accounts** dialog box. You can get to this by clicking **Tools** and then **Accounts**.