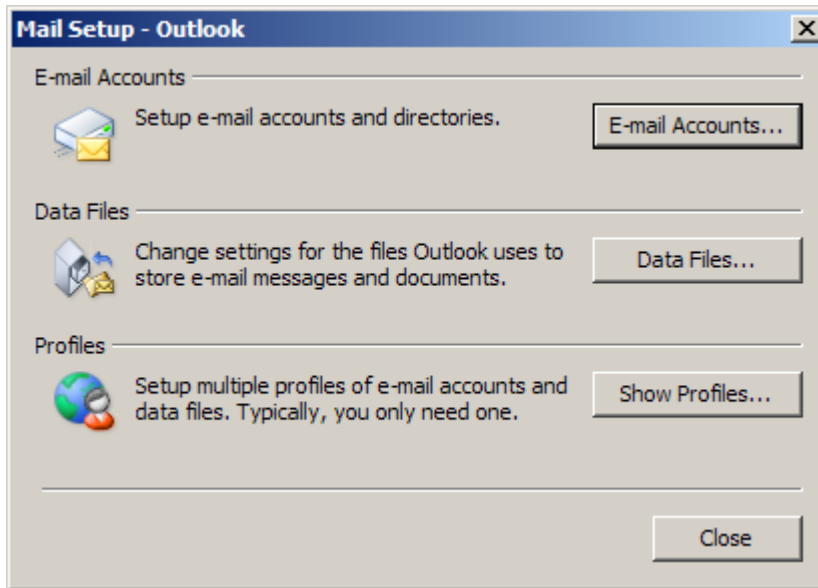
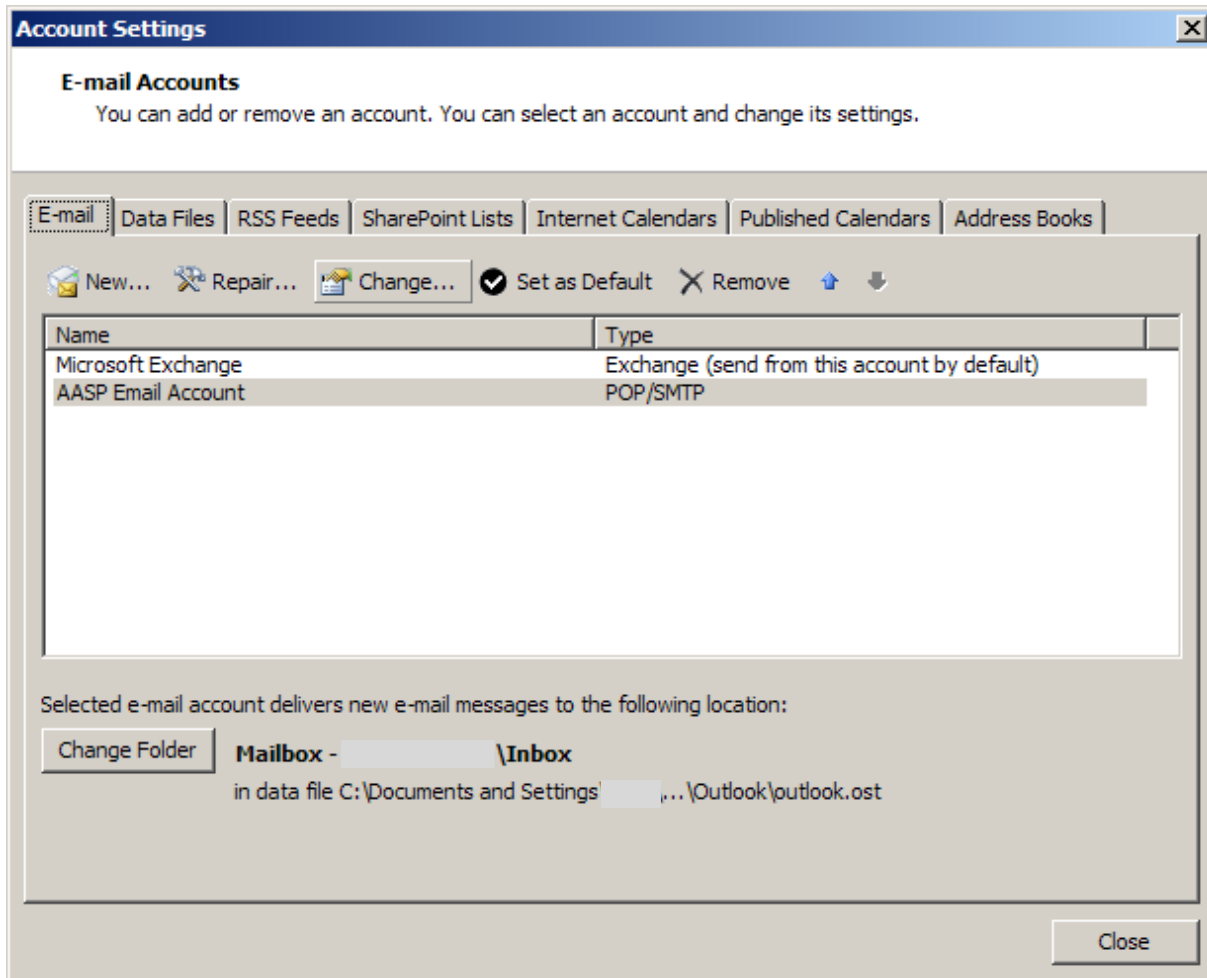


Follow these steps to configure an account that is already created.

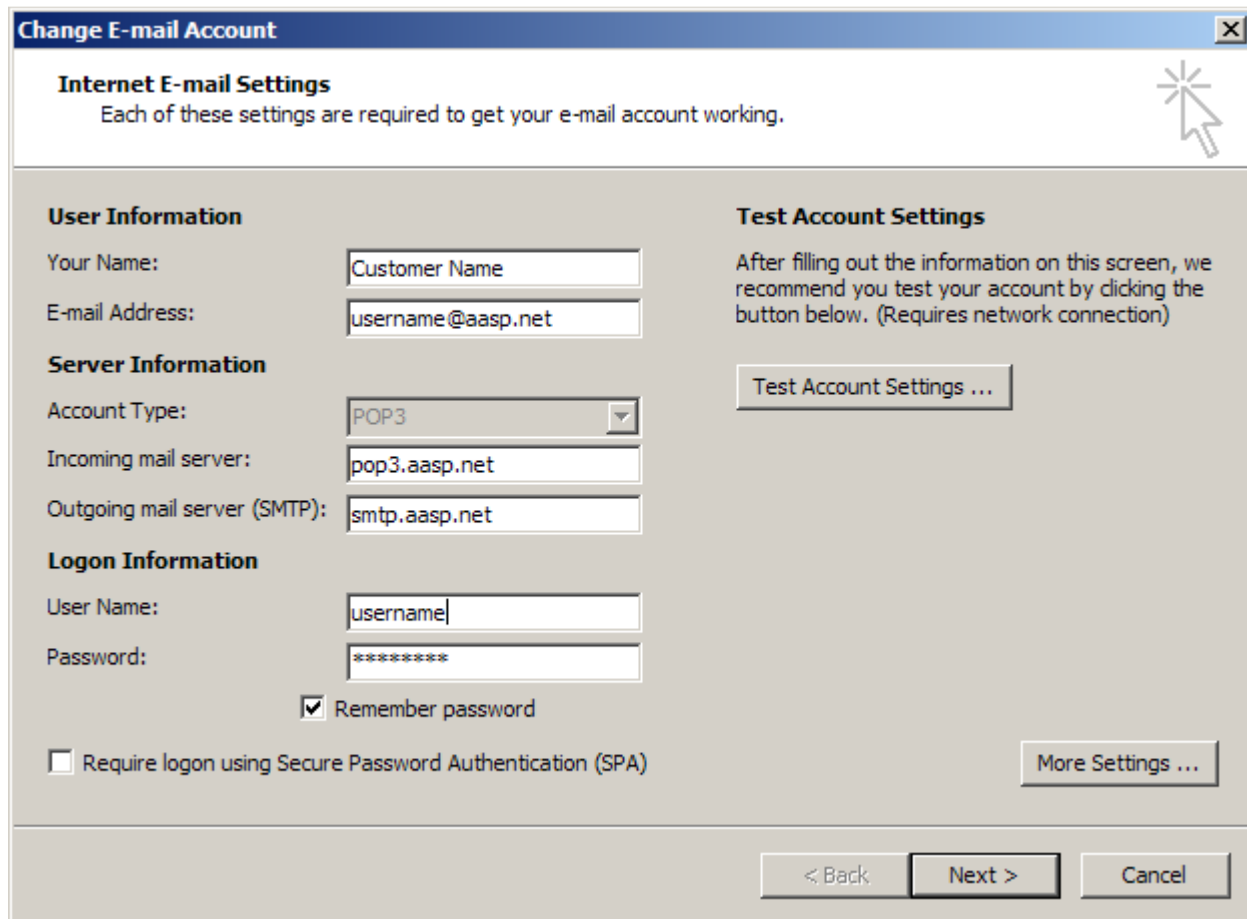
Open the control panel and select "Mail". You will see the following dialog box. Click on the "E-mail Accounts" button.



You will then see this dialog box. Select your AASP email account and then select "Change..."



Confirm your settings are correct. If you have checked the "Remember password", then re-enter your password if it has changed. Your username is the portion of your email address in from of the "@". Click on the "More Settings..." button and go to the next diagram.



**Change E-mail Account** [X]

**Internet E-mail Settings**  
Each of these settings are required to get your e-mail account working.

**User Information**  
Your Name: Customer Name  
E-mail Address: username@aasp.net

**Server Information**  
Account Type: POP3  
Incoming mail server: pop3.aasp.net  
Outgoing mail server (SMTP): smtp.aasp.net

**Logon Information**  
User Name: username  
Password: \*\*\*\*\*  
 Remember password  
 Require logon using Secure Password Authentication (SPA)

**Test Account Settings**  
After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)  
Test Account Settings ...

More Settings ...

< Back    Next >    Cancel

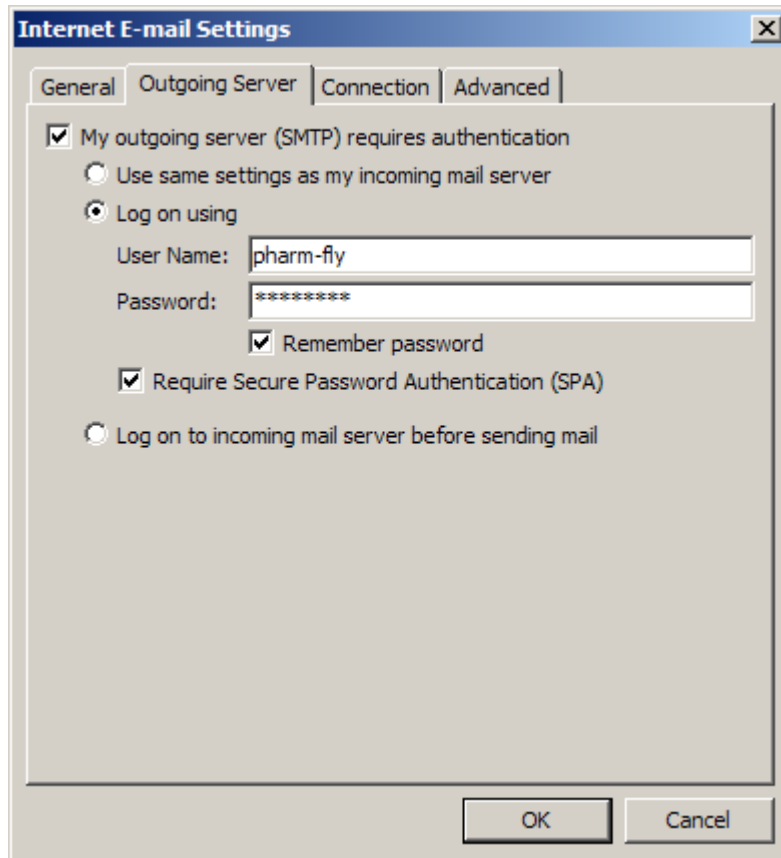
Click on the “Outgoing Server” tab.

Check the “My outgoing server (SMTP) requires authentication”

Select “Log on using” and enter your username and password.

Check the “Require Secure Password Authentication (SPA) option.

Click the OK button.



Now click on the “Test Account Settings ...” button to test your settings.

If the test passes, click on the “Next >” button and then click on the “Finish” button.

**Change E-mail Account** [X]

**Internet E-mail Settings**  
Each of these settings are required to get your e-mail account working.

**User Information**  
Your Name: Customer Name  
E-mail Address: username@aasp.net

**Server Information**  
Account Type: POP3  
Incoming mail server: pop3.aasp.net  
Outgoing mail server (SMTP): smtp.aasp.net

**Logon Information**  
User Name: username  
Password: \*\*\*\*\*  
 Remember password  
 Require logon using Secure Password Authentication (SPA)

**Test Account Settings**  
After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)  
Test Account Settings ...

More Settings ...

< Back    Next >    Cancel

**Change E-mail Account** [X]

**Congratulations!**

You have successfully entered all the information required to setup your account.

To close the wizard, click Finish.

< Back    Finish