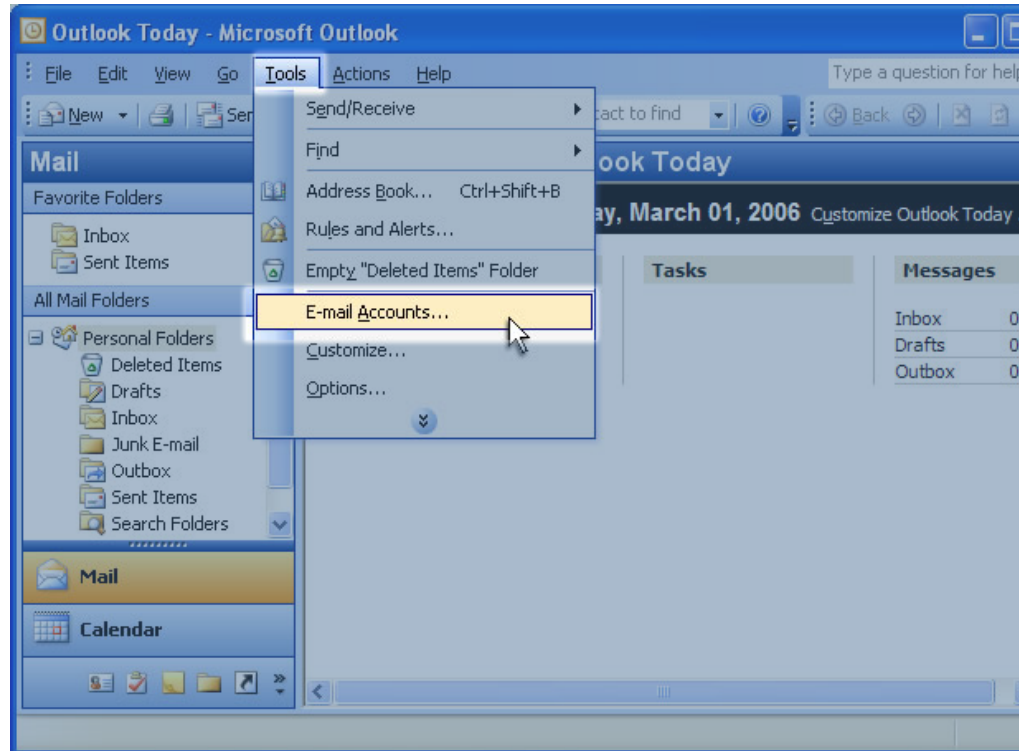




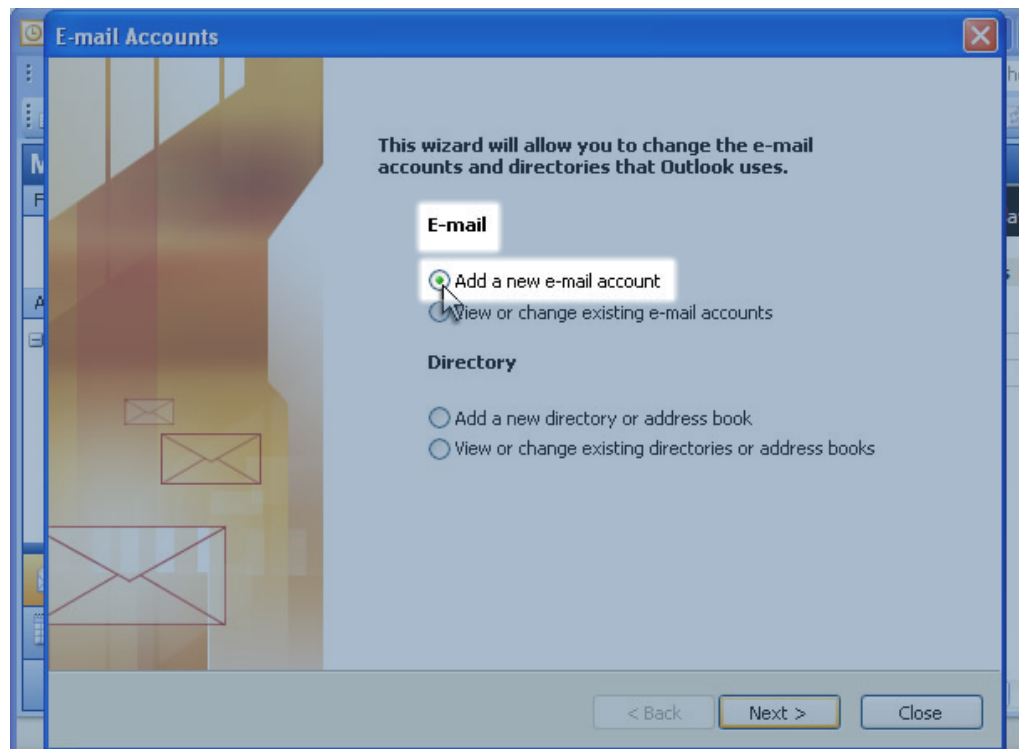
Step 1

Launch Microsoft Outlook 2003 and go to Tools > E-mail Accounts.



Step 2

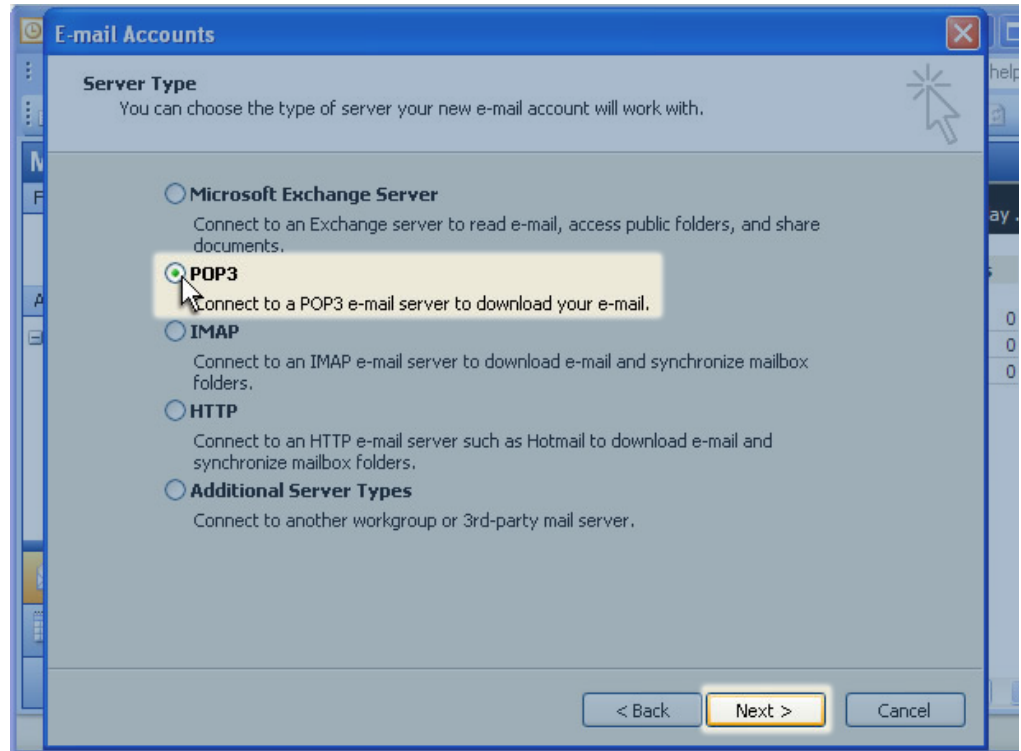
In the E-mail Accounts window, click the Add a new e-mail account radio button, and click Next.





Step 3

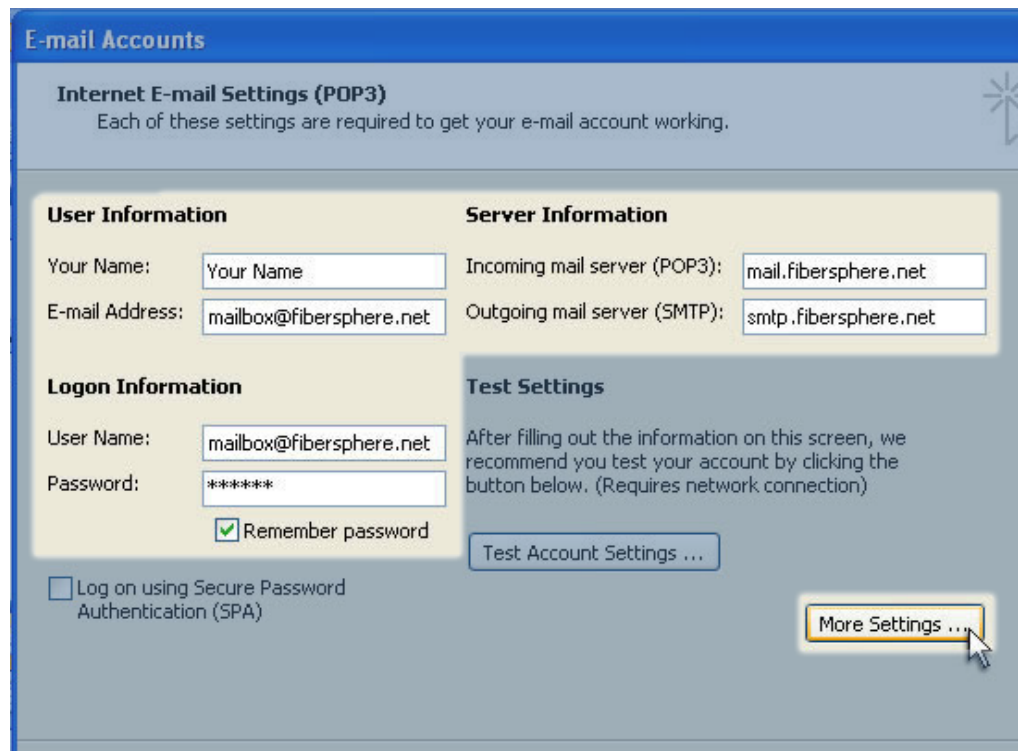
For the Server Type, click the POP3 radio button, and click Next.



Step 4

On the E-mail Account screen ensure your settings match those to the right.

Note: Your Name should be the name you want to appear to the receiving person. This can be your full name, nickname, etc. Your e-mail address is the one you set when signing up at Fibersphere.net.

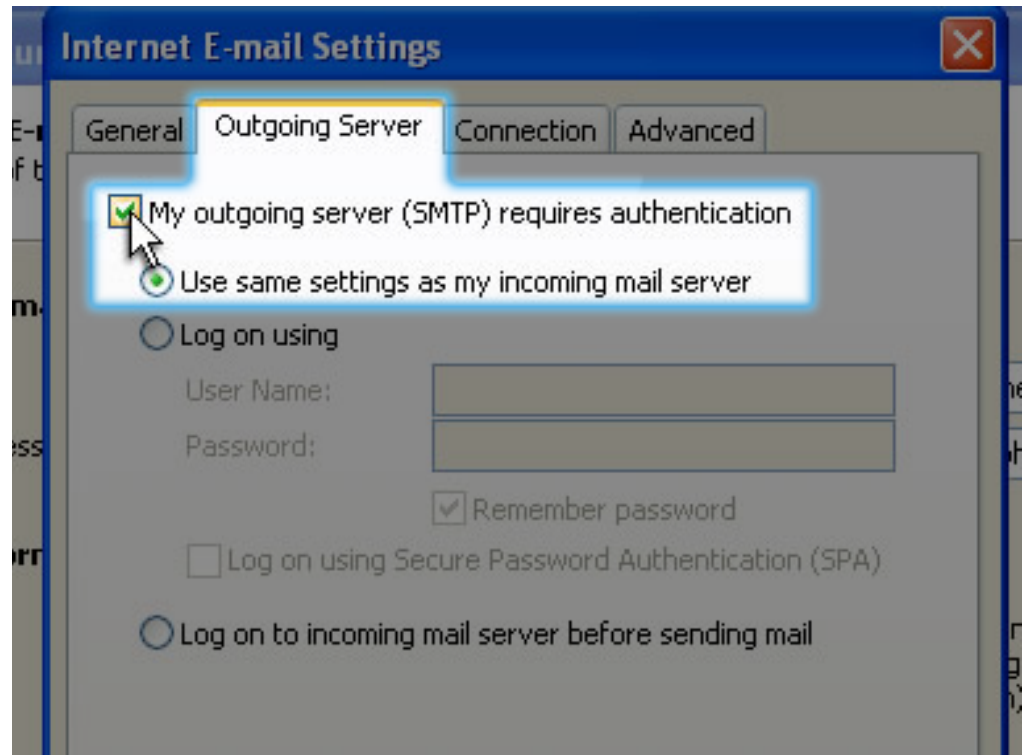




Step 5

Click the More Settings button, as shown above, and perform the following under the Internet E-mail Settings window that appears:

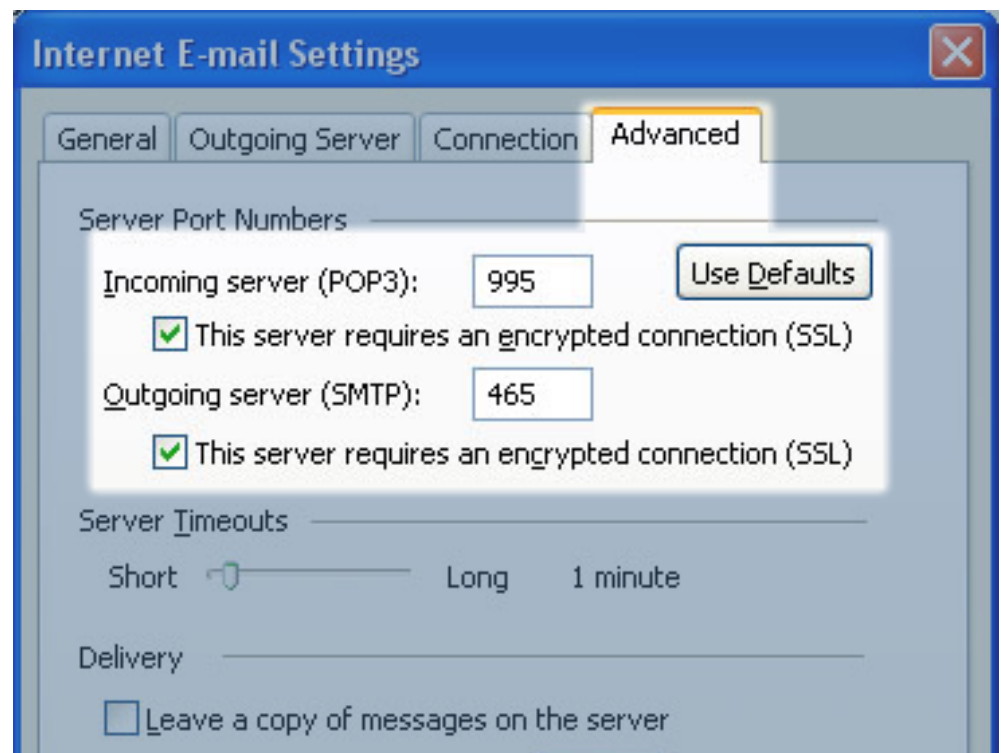
- Click the Outgoing Server at the top of the window.
- Check My outgoing server (SMTP) requires authentication.
- Select the Use same settings as my incoming mail server radio button.
- Click OK.



Step 6

(Highly Recommended) While still in the Internet E-mail Settings window, click the Advanced tab, and perform the following:

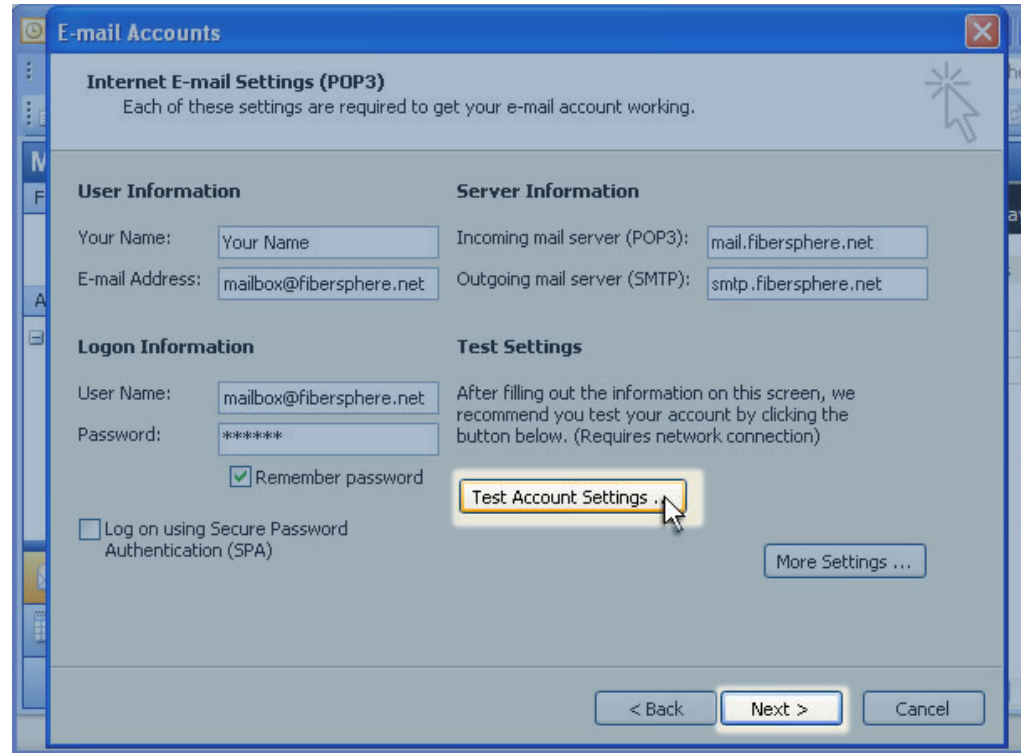
- Server Port Numbers
- Incoming: Check This server requires an encrypted connection (SSL). Ensure that the text box shows 995.
 - Outgoing: Check This server requires an encrypted connection (SSL). Ensure that the text box shows 465.
- Click OK when finished.





Step 7

In the Internet E-mail Settings (POP3) dialog, click the Test Account Settings button. When the test is finished, click Next.



Step 8

In the Congratulations dialog, click Finish to exit the wizard. You are now ready to send and receive mail from your Fibersphere.net e-mail account with Microsoft Outlook 2003.

