Mail server settings for JCWIFI.com email. – Outlook 2010

Inside of Microsoft Outlook, click on the File tab at the top of the screen, then click on Account Settings drop down and choose change existing connection settings.

🧕 📲 🗘 🗁 Inbox - sgray@jcwifi.com - Microsoft Outlook					
File Home Send / R	eceive Folder View				
San Attractments	Account Information sgray@jcwifi.com POP/SMTP				
Open	de Add Account				
Print Help	Account Settings Modify settings for this account and configure additional connections.				
 Options Exit 	Add and remove accounts or change				
	Manage the size of your mailbox by emptying Deleted Items and archiving. Cleanup Tools *				
	Rules and Alerts Use Rules and Alerts Use Rules and Alerts to help organize your incoming e-mail messages, and receive updates when items are added, changed, or removed.				

In the Account Setting window click on your email account to highlight it and then click on "Change".

You can add or remove an accounts	t. You can select an account and change its settings.
ail Data Files RSS Feeds Sha	Point Lists Internet Calendars Published Calendars Address Books
New 🎘 Repair 🚰 Chang	je 📀 Set as Default 🗙 Remove 👚 🗣
ame	Туре
sgray@jcwifi.com	POP/SMTP (send from this account by default)
lists@jcwifi.com	POP/SMTP
info@jcwifi.com	POP/SMTP
dish@jcwifi.com	POP/SMTP
service@jcwifi.com	POP/SMTP
ected account delivers new message	s to the following location:
hange Folder sgray@jcwifi.com	n\Inbox
in data file C:\User	s\sgrav.COMPDYN\\Outlook Files\sgrav@icwifi.com.pst
	Close

On the Change Account window you will need to change the following settings.

Incoming mail server = mail.jcwifi.com

Outgoing mail server = mail.jcwifi.com

User Name = your complete email address

Then click on "More Settings"

Accor	unt Settings E-mail Accounts You can add or remove an acc	ount. You can select an account a	nd change its settings.	X 1/7/2011 4:5 11 Ki 1/7/2011 1:2 6 KB 1/7/2011 11: 17 Ki 1/7/2011 9:3 9 KB 1/7/2011 9:3 9 KB 1/7/2011 9:3 9 KB 1/7/2011 9:3 9 KB		
E-n	mail Data Files RSS Feeds Sh	arePoint Lists Internet Calendar	s Published Calendars Address Books	1/7/2011 9:1 6 КВ 1/7/2011 9:0 6 КВ		
	Change Account					
	Internet E-mail Settings Each of these settings are required to get your e-mail account working.					
	User Information		Test Account Settings	KI		
1 I.	Your Name:	Sara Gray	After filling out the information on t	his screen, we		
	E-mail Address:	sgray@jcwifi.com	recommend you test your account t below. (Requires network connection	by clicking the button B		
	Server Information			В		
	Account Type:	POP3 👻	Test Account Settings	K		
	Incoming mail server:	mail.jcwifi.com	Account Settings by clic	king the Next button		
l l	Outgoing mail server (SMTP):	mail.jcwifi.com		В		
	Logon Information					
	User Name:	sgray@jcwifi.com		ĸ		
	Password:	*****		KI		
/eeks. Piehr	Require logon using Secure	Remember password Password Authentication (SPA)	\rightarrow	More Settings		
Piehr Piehr e Bies			< Back N	ext > Cancel B		

Click on the Outgoing Server tab at the top of the window. Click the box that says "My outgoing server requires authentication", and make sure that "Use the same settings as my incoming mail server" has the dot filled in. and click OK.

Account Settings	23 1/7/2011 4			
E-mail Accounts You can add or remove an account. You can select an account and change its settings.				
E-mail Data Files RSS Feeds SharePoint Lists Internet Calendars Published Cale	endars Address Books 1/7/2011 9			
Change Account	NAME.			
Internet E-mail Settings Each of these settings are required to get your e-mail account working.)			
General Outgoing Server Connection Advanced er filling My outgoing server (SMTP) requires authentication Use same settings as my incoming mail server Log on using User Name: Password: Remember password Require Secure Password Authentication (SPA) Log on to incoming mail server before sending mail st Acc Image: Connection (SPA)	count Settings ig out the information on this screen, we ad you test your account by clicking the button equires network connection) count Settings ist Account Settings by clicking the Next button			
	More Settings			
	< Back Next > Cance			
OK Cancel 209	Wed 10/26/2011 Wed 10/26/2011			

Click Next to save changes and close out of the remaining windows. If your mail does not work, please call JCWIFI support at 815-233-2641.