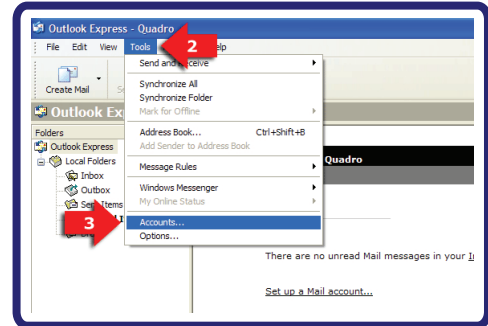
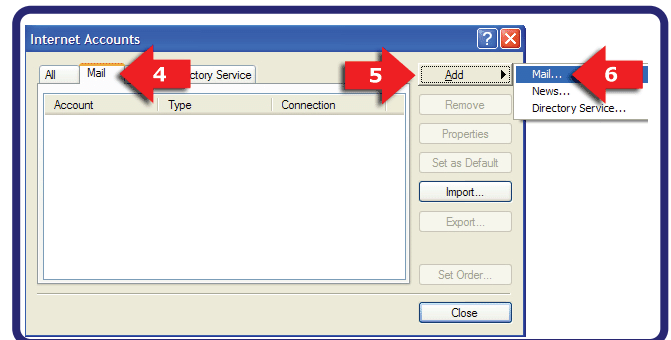


Outlook Express Email Setup

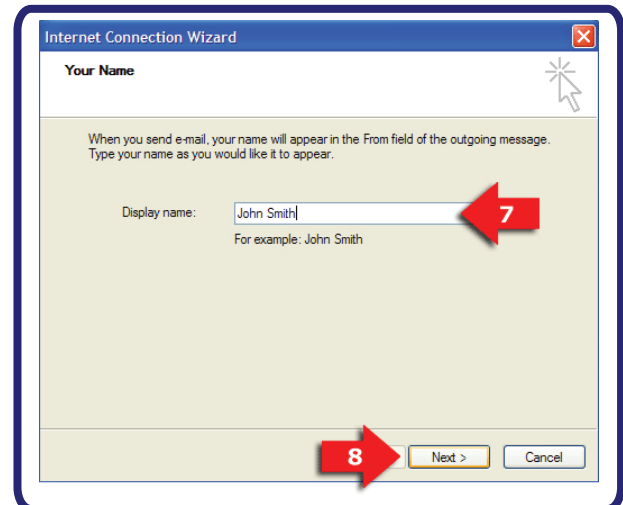
1. Start Outlook Express.
Click Start / All Programs / Outlook Express.
2. In Outlook Express, click **Tools**.
3. Click **Accounts**.



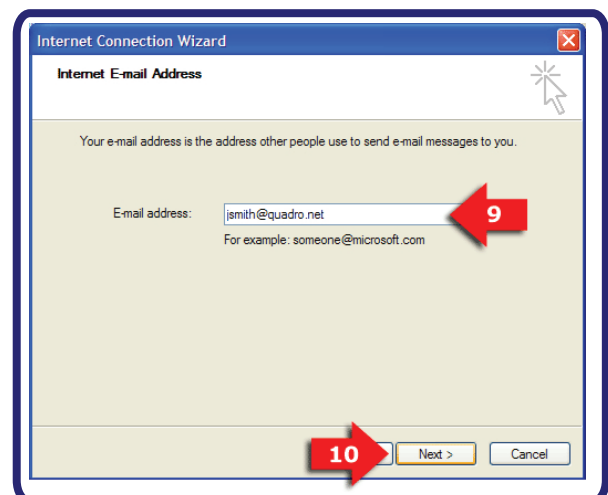
4. Click the **Mail** tab.
5. Click the **Add** button.
6. Click **Mail...** from the popup menu.



7. In the Display name field, **type your name** – *your recipients will see this to identify who the email came from.*
8. Click **Next**.



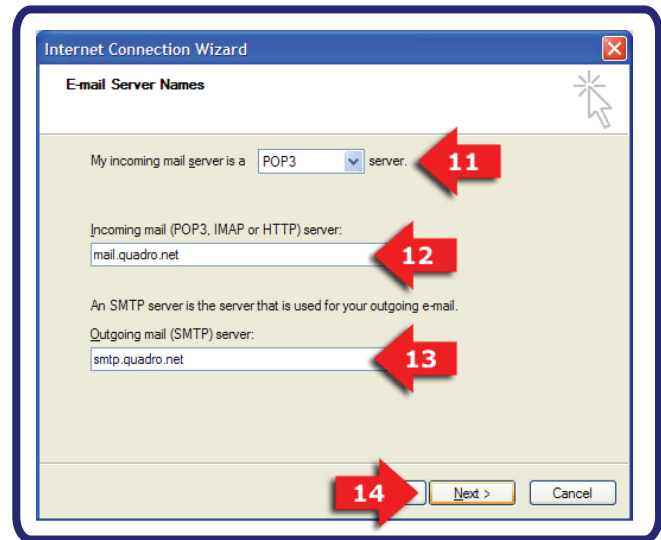
9. In the E-mail address field, **type in your e-mail address.**
10. Click **Next**.



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Outlook Express Email Setup

11. Ensure that POP3 is selected.
12. Enter **mail.quadro.net** as your Incoming mail server.
13. Enter **smtp.quadro.net** as your Outgoing mail server.
14. Click **Next**.



15. In the Account name field enter your **user name** (ie. your email address excluding @quadro.net).
16. In the Password field enter your **password** you requested from Quadro Communications.
17. **Check** Remember password if you do not want to type it in when checking your email.
18. Ensure that Log on using Secure Password Authentication (SPA) is not selected.
19. Click **Next**.



20. Click **Finish** on the next screen.

