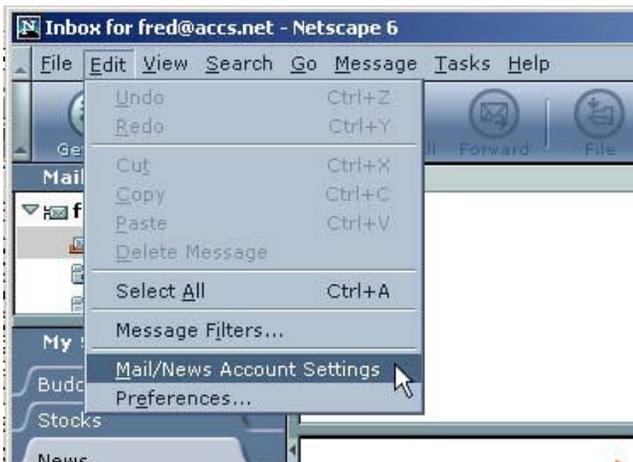




## Setting up Netscape 6 for e-mail

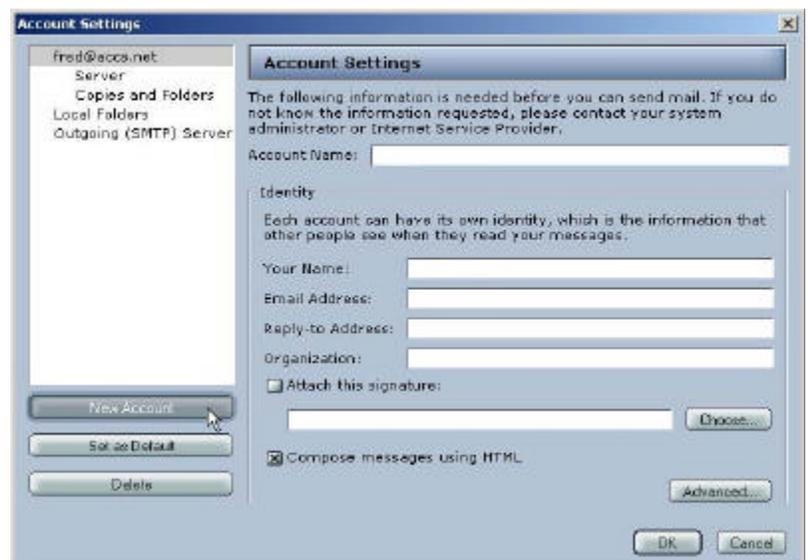
### Step 1

Inside of Netscape6, click on 'Tasks' and then click on 'Mail'.



### Step 2

Now we are inside of Netscape Composer. Next, click on 'Edit' and 'Mail/News Account Settings'.



### Step 3

Now click on the 'New Account' button as shown.



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Web Site: www.accs.net

## Setting up Netscape 6 for e-mail

### Step 4

On this screen simply type in your Full name and your email address in the spaces provided. Then **click** on the 'Next' button.

A screenshot of the "Account Wizard" dialog box, specifically the "Identity" tab. The window title is "Account Wizard" with a close button (X) in the top right corner. The "Identity" section contains the following text: "Each account can have its own identity, which is the information that identifies you to others when they receive your messages." Below this, it says: "Enter the name you would like to appear in the 'From' field of your outgoing messages. (For example, 'John Smith')". There is a text input field labeled "Your Name:" containing the text "Fred Tate". Below that, it says: "Enter your email address. This is the address others will use to send email to you. (For example, 'example@netscape.net')". There is a text input field labeled "Email Address:" containing the text "fred@accs.net". At the bottom of the dialog, there are four buttons: "Cancel", "Back", "Next", and "Finish". A mouse cursor is pointing at the "Next" button.A screenshot of the "Account Wizard" dialog box, specifically the "Server Information" tab. The window title is "Account Wizard" with a close button (X) in the top right corner. The "Server Information" section contains the following text: "Incoming Server" followed by "Select the type of incoming server you are using." Below this, there is a "Server Type:" label and a dropdown menu showing "POP Mail Server". Below that, it says: "Enter the name of your incoming server. (For example, 'pop.netscape.net')". There is a text input field labeled "Server Name:" containing the text "mail.accs.net". Below this, there is a section for "Outgoing (SMTP) Server" with the text: "Enter the name of your outgoing (SMTP) server. (For example, 'smtp.netscape.net')". There is a text input field labeled "Server Name:" containing the text "mail.accs.net". At the bottom of the dialog, there are four buttons: "Cancel", "Back", "Next", and "Finish". A mouse cursor is pointing at the "Next" button.

### Step 5

Next, type in '**mail.accs.net**' into both of the spaces labeled 'Server Name' exactly as shown. Once this is complete **click** on 'Next' button.



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## Setting up Netscape 6 for e-mail

### Step 6

Now type in your ACCS username (this will probably match the username that you use to dial into the internet). Then **click** on the 'Next' button.

A screenshot of the "Account Wizard" dialog box in Netscape 6. The title bar reads "Account Wizard". The main heading is "User Name". Below the heading, there is a text prompt: "Enter the user name given to you by your email provider. (For example, 'jsmith')". A text input field labeled "User Name:" contains the text "fred". At the bottom of the dialog, there are four buttons: "Cancel", "Back", "Next", and "Finish". A mouse cursor is pointing at the "Next" button.A screenshot of the "Account Wizard" dialog box in Netscape 6. The title bar reads "Account Wizard". The main heading is "Account Name". Below the heading, there is a text prompt: "Enter the name by which you would like to refer to this account. (For example, 'Work Account', 'Home Account' or 'News Account')". A text input field labeled "Account Name:" contains the text "fred@accs.net". At the bottom of the dialog, there are four buttons: "Cancel", "Back", "Next", and "Finish". A mouse cursor is pointing at the "Next" button.

### Step 7

Type in your full email address (yourname@accs.net) and **click** 'Next'.



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## Setting up Netscape 6 for e-mail

### Step 8

This is the last screen, you have completed setting up your email. **Click** on the '**Finish**' button to save the new email settings. Now close everything including Netscape Composer. The next time you open Netscape 6 - Composer it will be using your ACCS account.



### **Free Internet Technical Support**

**Phone:** (765) 659-4671  
**Email:** internet@accs.net  
**Hours:** Mon-Fri 8a-5p

Remember if you have any trouble please give us a call. We have professionals on staff that have experience troubleshooting/fixing all sorts of networking and computer hardware problems. ACCS has been building/maintaining business networks and computers for over 20 years!