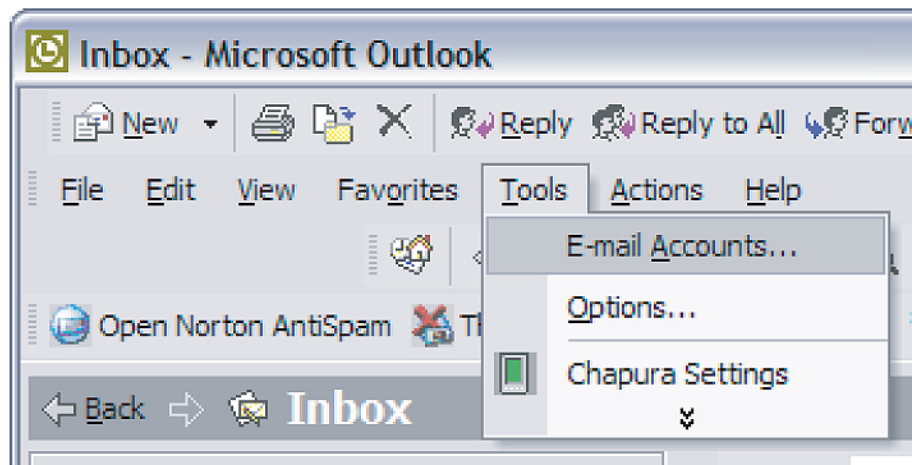




## OUTLOOK EMAIL SET UP FOR - YOUR-DOMAIN.COM

### 10 EASY STEPS

1. Open outlook
2. Go to **Tools** menu and click on **Email Accounts**
3. click on view/change existing record
4. then click change

A screenshot of the "E-mail Accounts" setup wizard in Outlook. The window title is "E-mail Accounts". It has a section for "Internet E-mail Settings (POP3)" with a note: "Each of these settings are required to get". Below this are three sections: "User Information", "Server Information", and "Test Settings".  
**User Information:**  
Your Name: John Doe  
E-mail Address: johndoe@your-domain.com  
**Logon Information:**  
User Name: johndoe@your-domain.com  
Password: \*\*\*\*\*  
 Remember password  
 Log on using Secure Password Authentication (SPA)  
**Server Information:**  
Incoming mail server (POP3): mail.your-domain.com  
Outgoing mail server (SMTP): mail.your-domain.com  
**Test 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 ...  
At the bottom are buttons for "< Back", "Next >", and "Cancel".

6. Logon Info  
user name: **JohnDoe@your-domain.com** (or whatever email you have set)  
password: **"your password"**
7. Incoming mail server: **mail.your-domain.com**
8. Outgoingmail server: **mail.your-domain.com**
9. Last then click **Test Account Settings** and your email account should work.
10. If you have problems or questions email [support@praxishosting.com](mailto:support@praxishosting.com)