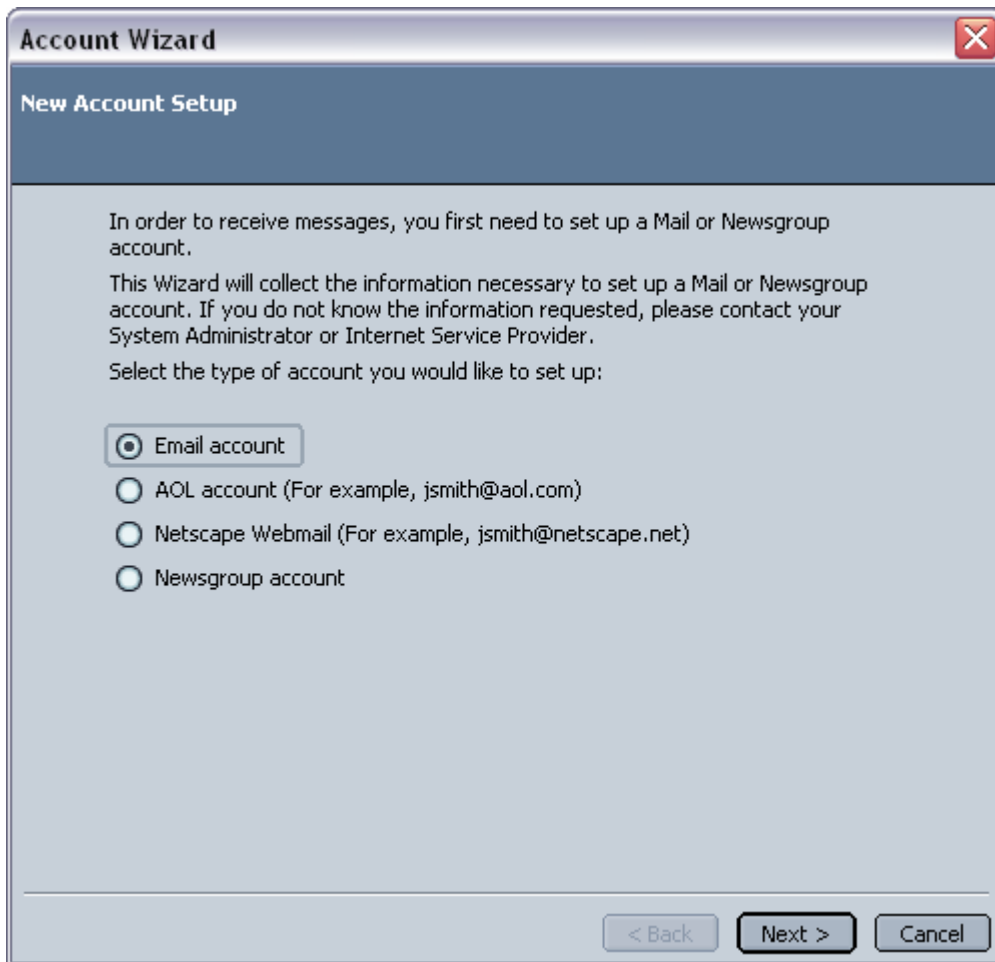


Open Netscape Mail (Netscape 7.2)

If no e-mail accounts are setup, you will be presented with a wizard.



Select 'Email Account'

Click 'Next'

**Account Wizard** ✕

**Identity**

Each account has an identity, which is the information that identifies you to others when they receive your messages.

Enter the name you would like to appear in the "From" field of your outgoing messages (for example, "John Smith").

Your Name:

Enter your email address. This is the address others will use to send email to you (for example, "user@example.net").

Email Address:

Enter any name in the 'Your Name' field

Enter you full e-mail address in the 'Email Address' field

Click 'Next'

**Account Wizard** ✕

**Server Information**

Select the type of incoming server you are using.

POP    IMAP

Enter the name of your incoming server (for example, "mail.example.net").

Incoming Server:

Enter the name of your outgoing server (SMTP) (for example, "smtp.example.net").

Outgoing Server:

Ensure 'POP' is selected  
Enter in 'Incoming Server' as pop3.nsw.exemail.com.au  
Enter in 'Outgoing Server' as smtp.nsw.exemail.com.au  
Click 'Next'

**Account Wizard** ✕

**User Names**

Enter the incoming user name given to you by your email provider (for example, "jsmith").

Incoming User Name:

Enter the outgoing user name given to you by your email provider (this is typically the same as your incoming user name).

Outgoing User Name:

Enter your full e-mail address in 'Incoming User Name' field  
Enter your full e-mail address in 'Outgoing User Name' field  
Click 'Next'

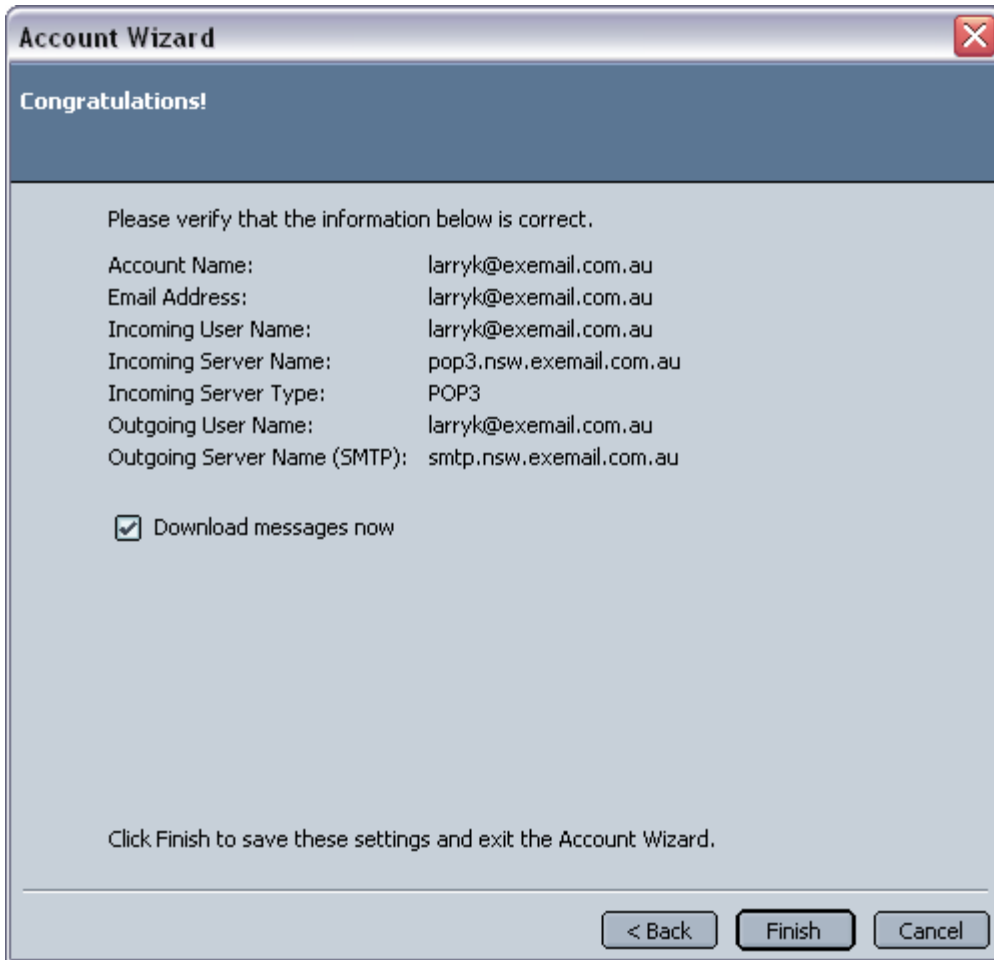
**Account Wizard** ✕

**Account Name**

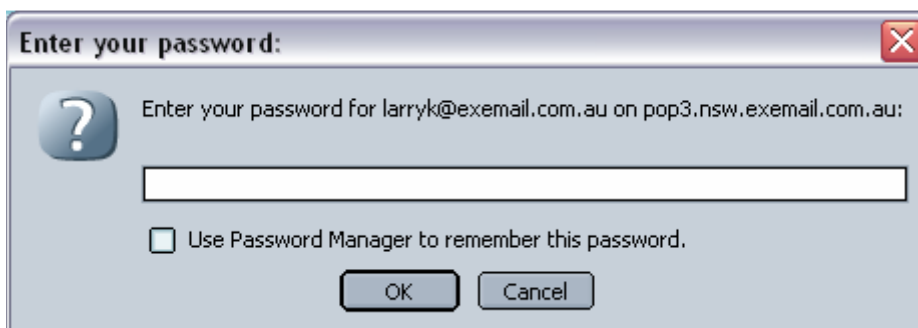
Enter the name by which you would like to refer to this account (for example, "Work Account", "Home Account" or "News Account").

Account Name:

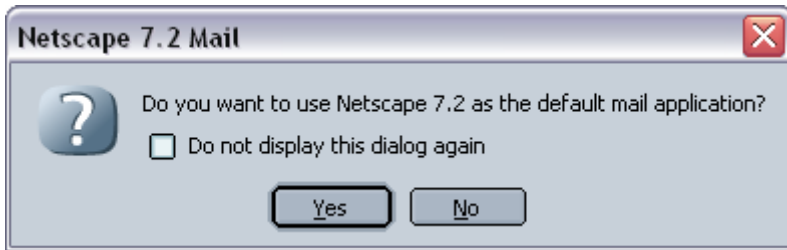
Ensure your full e-mail address is in the 'Account Name' field  
Click 'Next'



You will now be presented with something similar to the above.  
Click 'Finish'



Enter in your e-mail address password  
Tick the box 'Use Password Manager to remember this password'  
Press OK



You may also be presented with the Netscape Mail default e-mail application question. If you intend to use Netscape Mail as the default application, then tick the box 'Do not display this dialog again' and then select Yes.

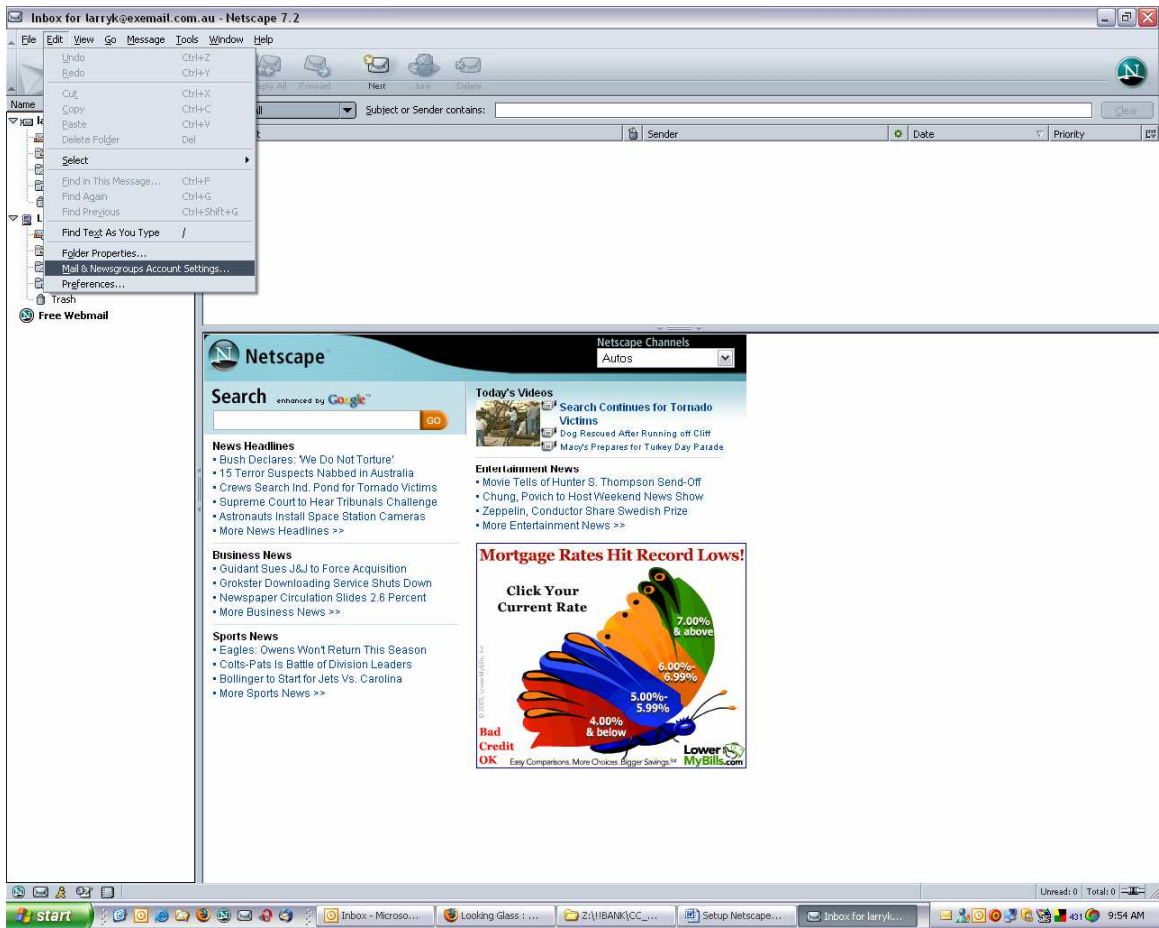


You will then see a screen similar to the above, and any downloaded e-mails will appear in the 'Inbox' folder, on the left hand pane.

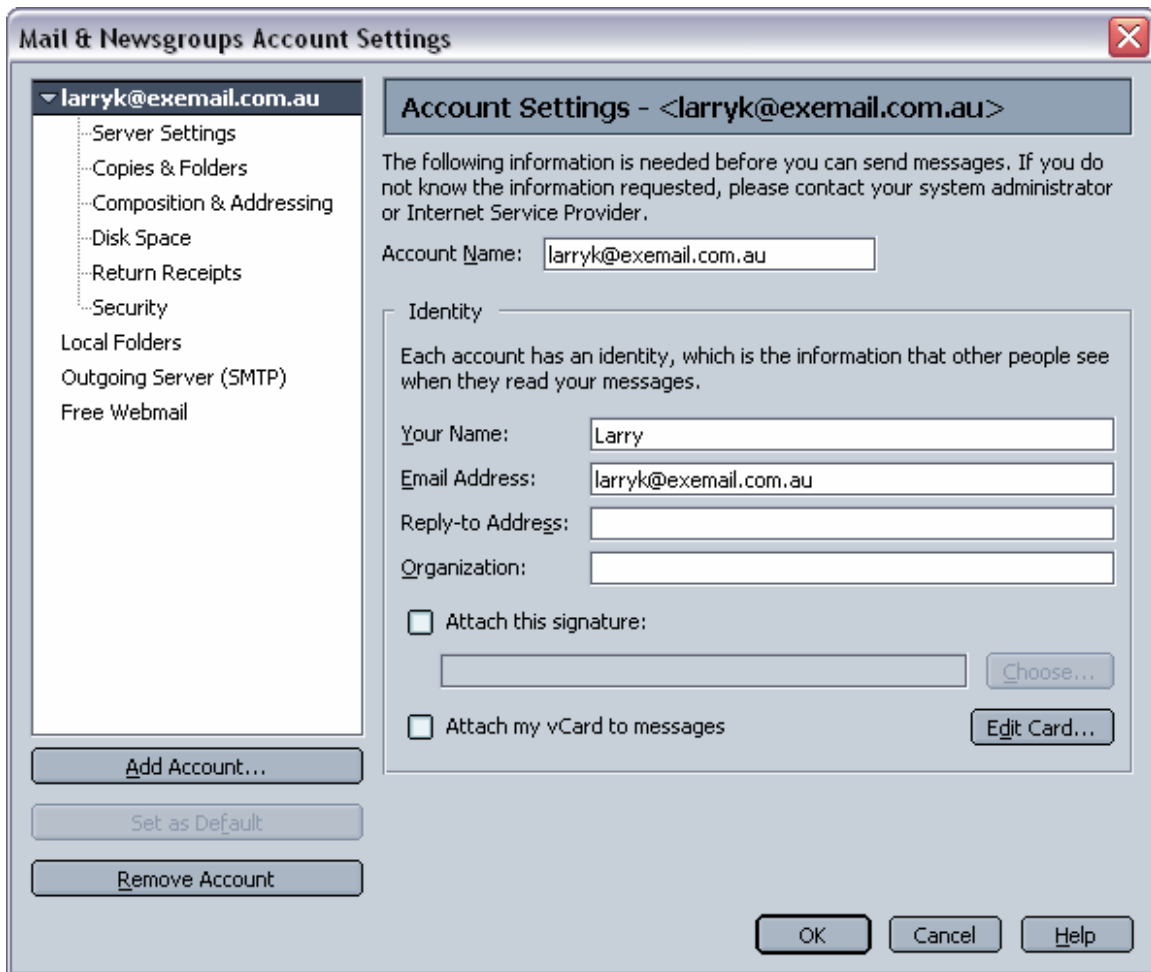
Simply click on it then choose your e-mail appearing in the right hand side.

### Adding in another E-mail Account

Click on 'Edit' which is on the top left hand corner, and from the drop-down menu choose 'Mail & Newsgroups Account Settings'



The next screen appears

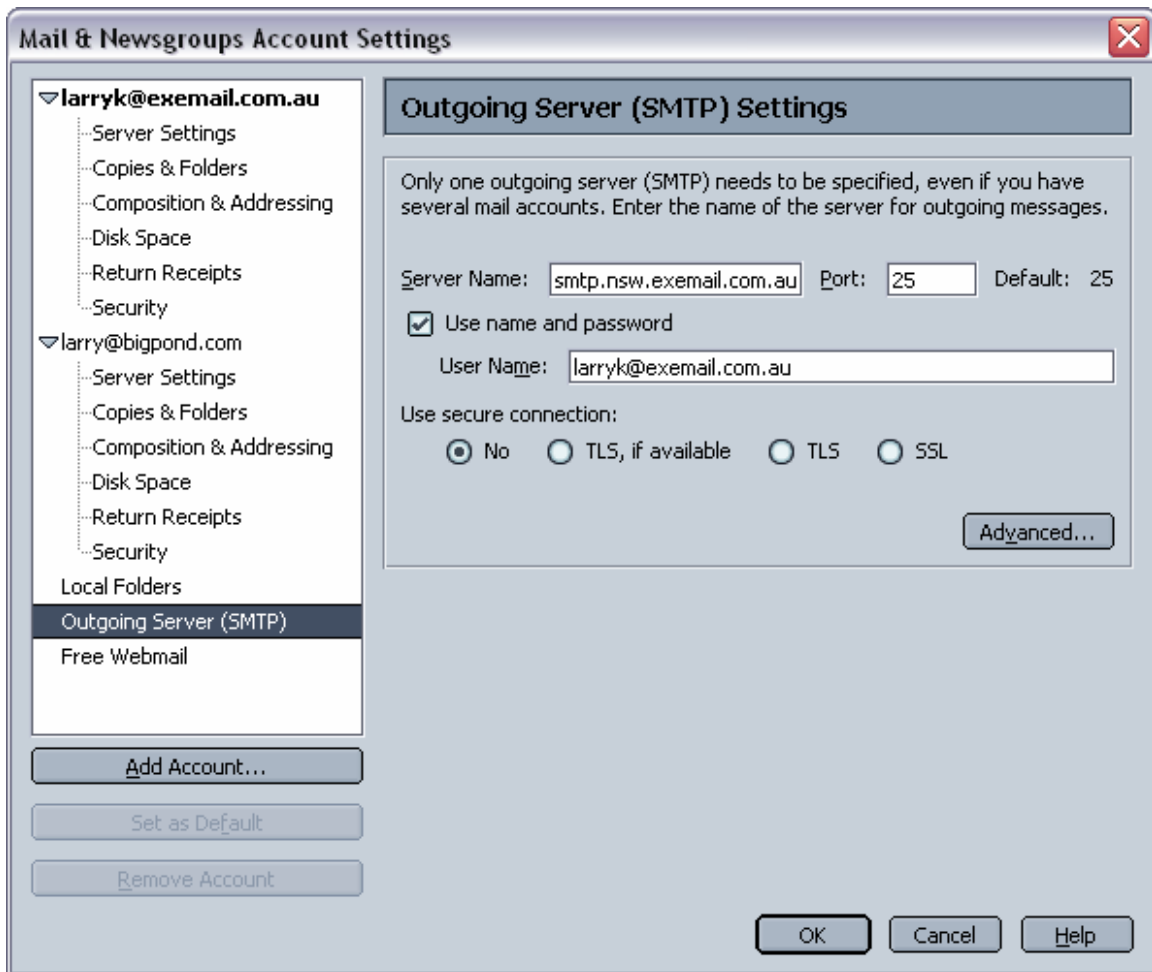


Click on 'Add Account' which is on the left hand side.

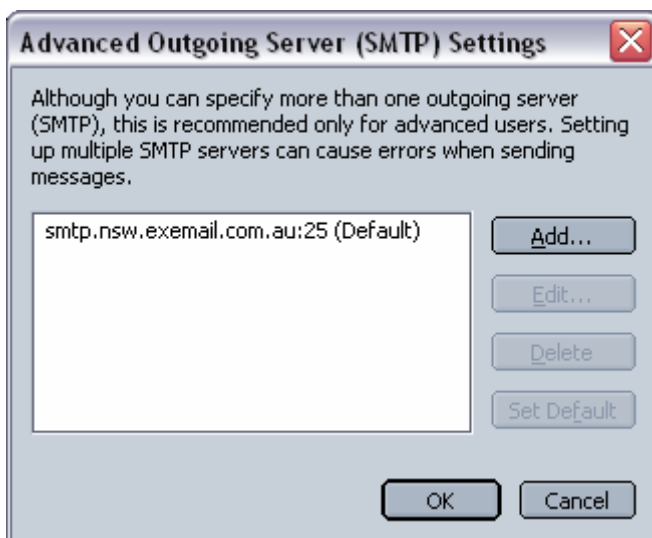
You then follow the Email account setup wizard with all the requirements of the e-mail account you have, if not an Exemail account etc.

### **Setting up the SMTP servers if you have more than one email address, of different email providers**

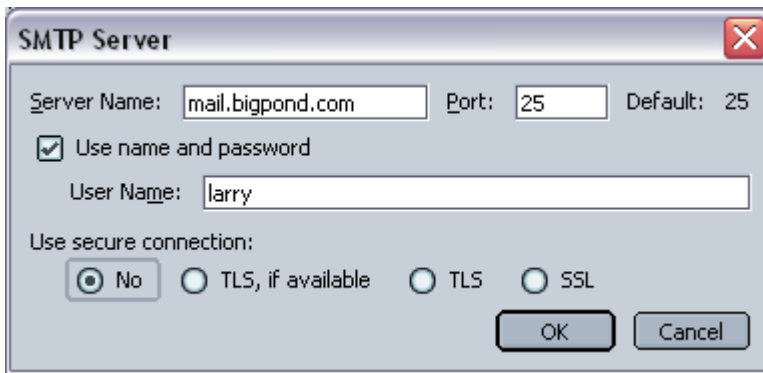
Click on 'Outgoing Server (SMTP)' on the left hand side)



You will see the first email account settings here. To add in another Outgoing email server (SMTP) click on the 'Advanced' button on the right hand side.



The first email Outgoing Server (SMTP) is noted. To add in another one, click on 'Add'



Type in the 'Server Name' field the outgoing email server provide by the other email provider

Keep 'Use name and password' ticked.

Enter in the 'User Name' field the username of the email address (some email providers ask you just have a username, some like Exemail require your full email address)

Ensure 'Use secure connection' in selected as 'No' unless otherwise stated by your email provider.

Click 'OK'

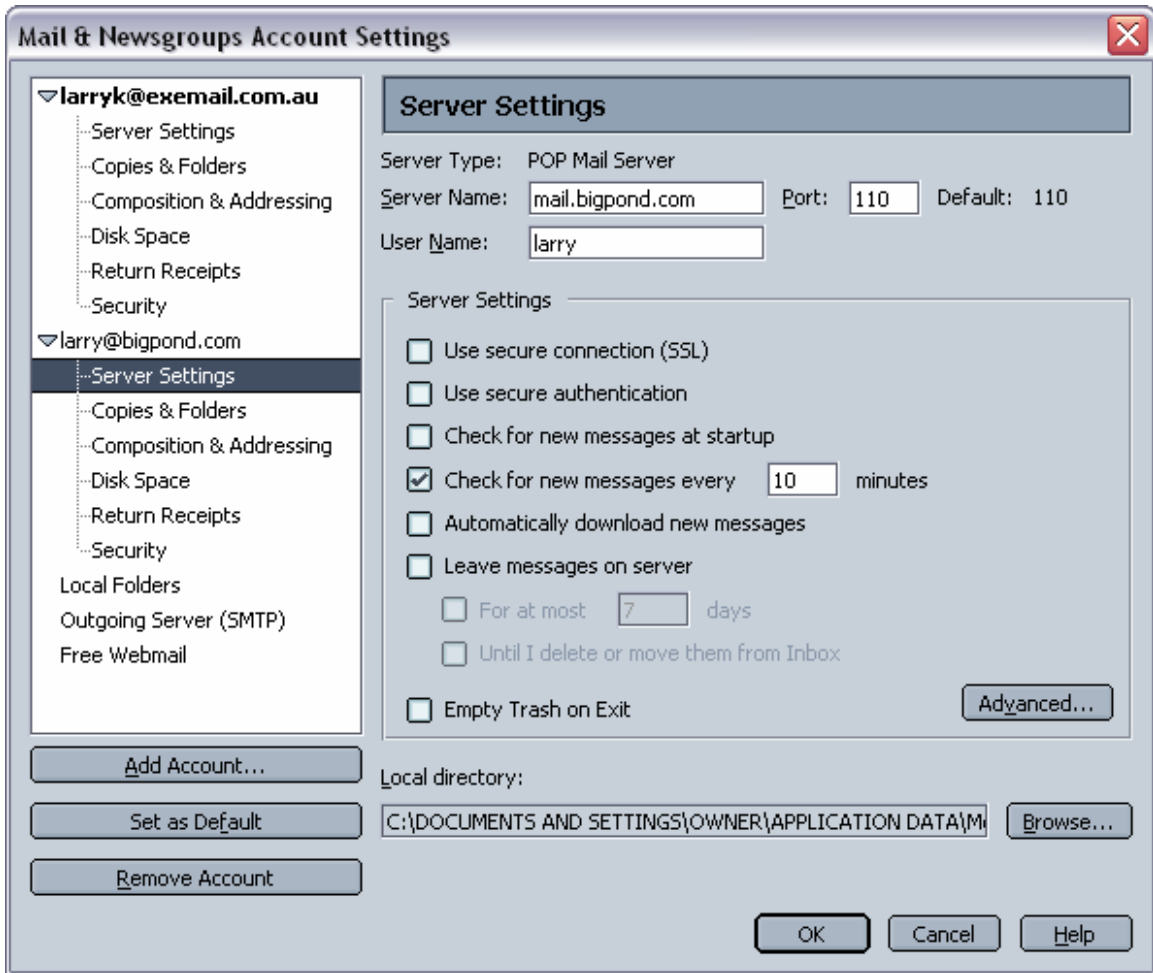


You can then see the different Outgoing email servers (SMTP)

Click 'OK'

**If you would like to ensure each email address you have uses their specific Outgoing email server**

Click on 'Edit' which is on the top left hand corner, and from the drop-down menu choose 'Mail & Newsgroups Account Settings'



Click on 'Server Settings'

