

## ***Mail (Mac OS.X)***

**The changes that need to be made in the email programs will be the following:**

Incoming mail server: **newmail.one-eleven.net**

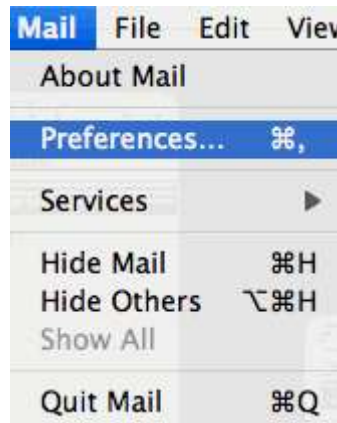
Outgoing mail server (SMTP): **newmail.one-eleven.net**

You will also need to put **your complete e-mail address** in the User Name field and **check that the outgoing server (SMTP) requires authentication. Use the same settings as your incoming mail server**

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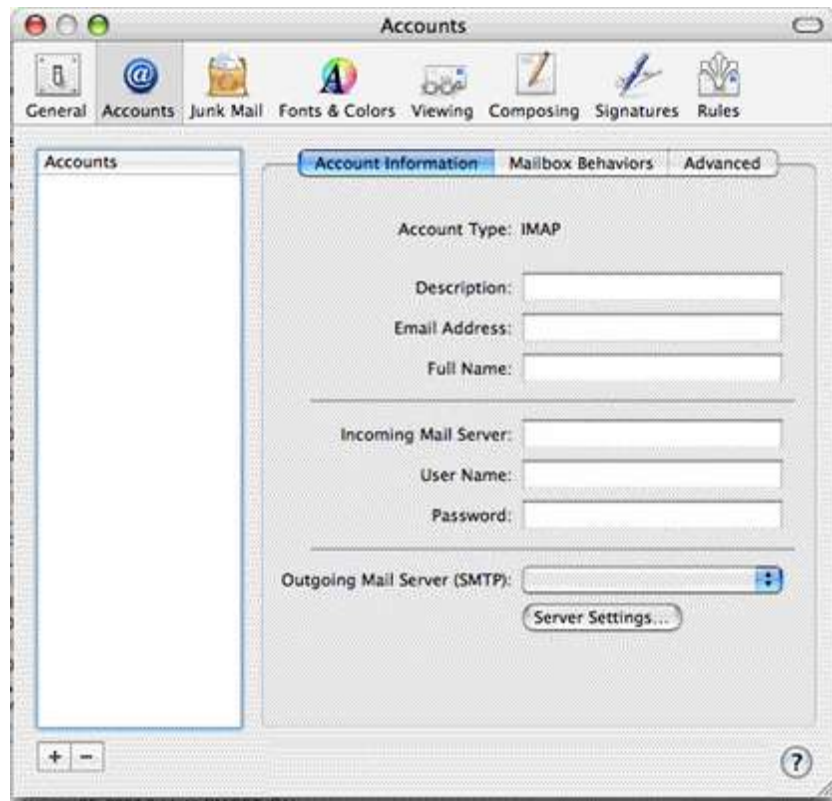
THE MAIL WIZARD MAY ATTEMPT TO VERIFY THE SETTINGS YOU ENTER DURING THE SET UP PROCESS. PLEASE MAKE SURE YOUR COMPUTER IS CONNECTED TO THE INTERNET DURING THIS PROCESS.

1. Open Mail.



Click the **Mail** menu and select **Preferences**.

2. Click the + button in the bottom left corner to add an account.



3. Provide the following information:
  - a. Select the **Account Type:** POP
  - b. Type a name or description for your account in the **Account Description** field.
  - c. Type your name in the **Full Name** field.
  - d. Type the email address given to you by your provider in the **Email Address** field.



4. Click **Continue**.
5. Provide the following information:
  - a. Type the name of the incoming server given to you by your provider in the **Incoming Mail Server** field. ([newmail.one-eleven.net](mailto:newmail.one-eleven.net)) **DO NOT PUT MAIL.PROVIDER.COM AS THE PICTURE SHOWS, THIS IS AN EXAMPLE ONLY.**
  - b. Type the user or account name given to you by your provider in the **User Name** field. (**Remember, this is your full email address.**)
  - c. Type the password given to you by your provider in the **Password** field.



6. Click **Continue**.
7. For **Authentication**, select Password.



8. Click **Continue**.
9. Type the name of the outgoing server given to you by your provider in the **Outgoing Mail Server** field. ([newmail.one-eleven.net](mailto:newmail.one-eleven.net))
  - a. Click on the **Use Authentication** checkbox to select it.
  - b. Type the user or account name given to you by your provider in the **User Name** field. (Remember, this is your full email address.)
  - c. Type the password given to you by your provider in the **Password** field.



10. Click **Continue**.
11. Click **Continue** again.

You should now be able to send and receive mail.

**Note:** If Mail is unable to communicate with the outgoing server, contact your provider for assistance or call tech support at 1.888.687.3568.

## SMTP

Simple Mail Transfer Protocol (SMTP) is the method used to send your email. If you find you cannot send mail there are two things you can check:

- SMTP authentication
- SMTP ports

### ***SMTP authentication***

SMTP authentication simply means that your email client needs to pass your user name and password to the mail server in order to send mail. (Your username is your complete email address.)