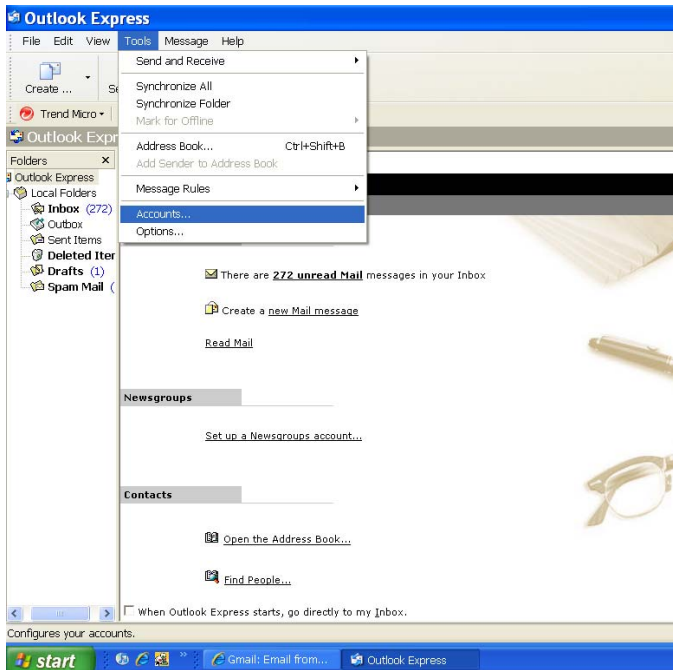
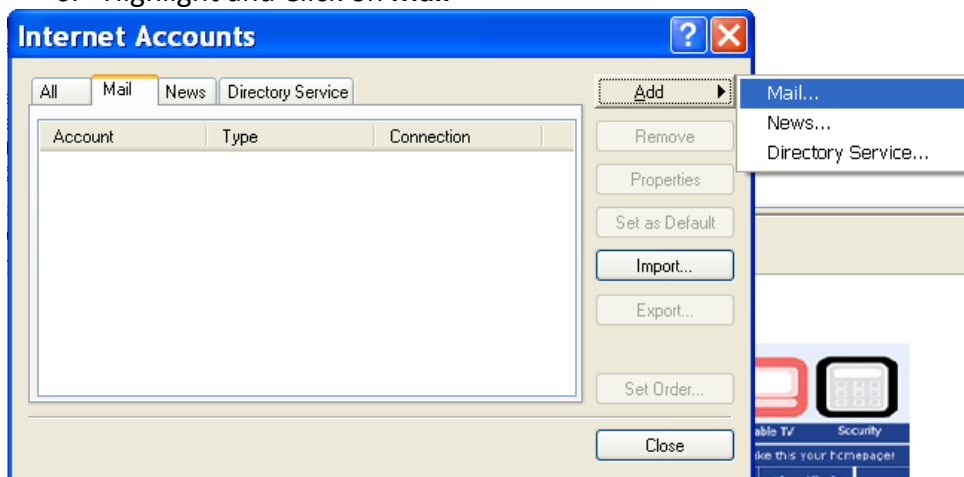


To set up a new email account in your Outlook Express to work with HTC Email powered by Google™

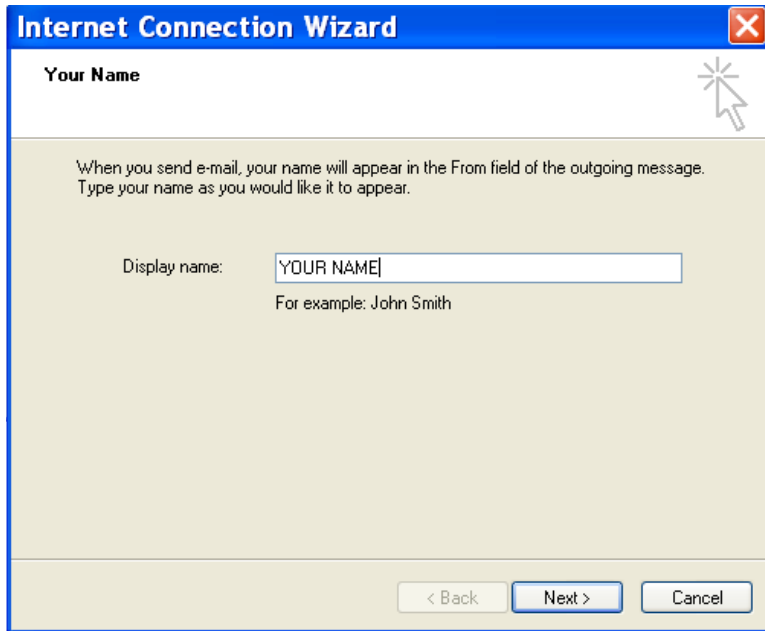
1. Open your Outlook Express
2. Click on the **Tools** menu
3. Select **Accounts**



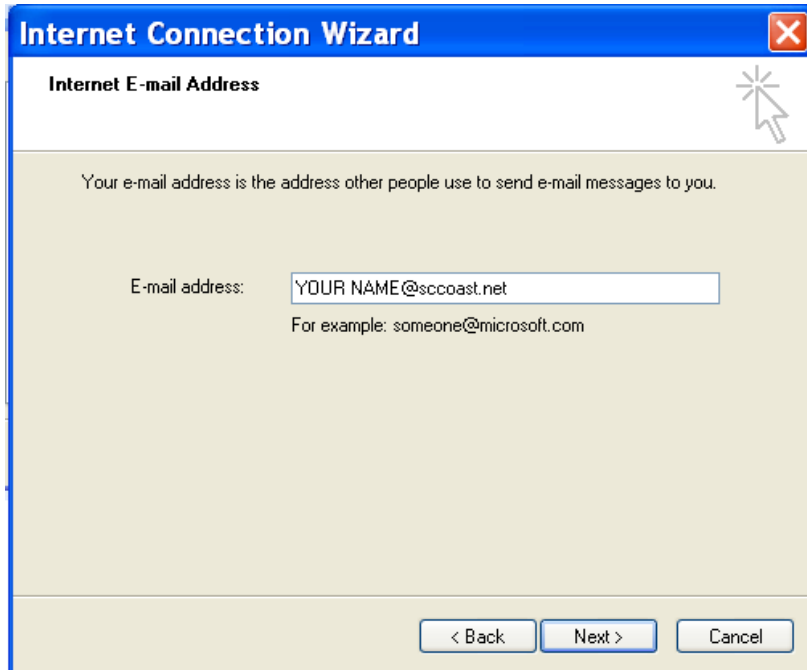
4. Click on the **Mail** tab
5. Click on **Add Account**
6. Highlight and Click on **Mail**



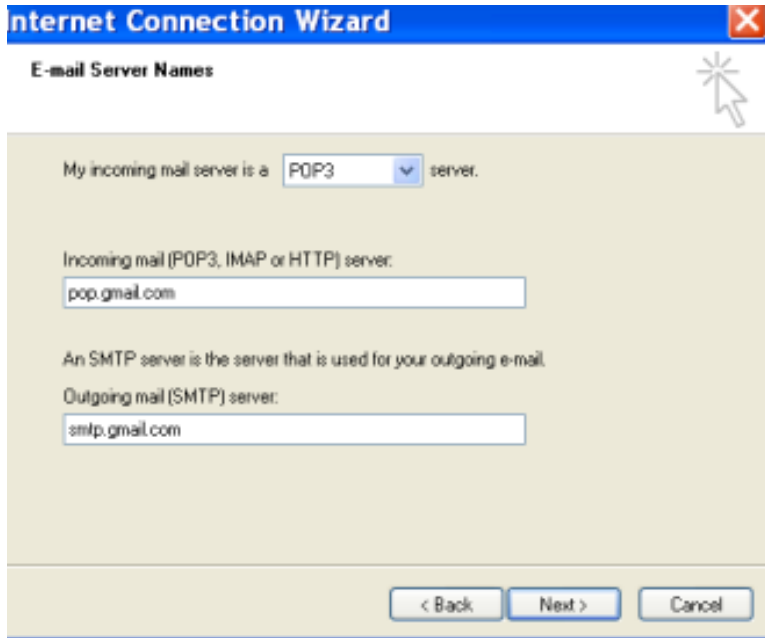
7. The Internet Connection Wizard will open
8. Enter your name as it will appear on emails you send
9. Click on **Next**



10. Enter your E-mail Address, including @sccoast.net
11. Click on **Next**



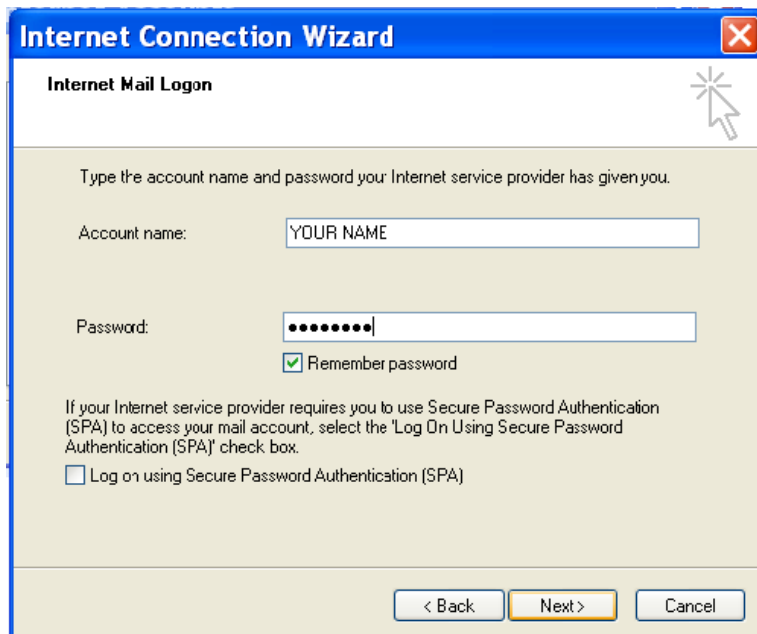
12. Select **POP3** from the drop down box
13. Enter your Incoming mail (POP3) server as: **pop.gmail.com**
14. Enter your Outgoing mail (SMTP) as: **smtp.gmail.com**
15. Click **Next**



The screenshot shows the 'Internet Connection Wizard' window with the title 'E-mail Server Names'. It contains the following text and fields:

- 'My incoming mail server is a **POP3** server.'
- 'Incoming mail (POP3, IMAP or HTTP) server:' followed by a text box containing 'pop.gmail.com'.
- 'An SMTP server is the server that is used for your outgoing e-mail.'
- 'Outgoing mail (SMTP) server:' followed by a text box containing 'smtp.gmail.com'.
- Buttons at the bottom: '< Back', 'Next >', and 'Cancel'.

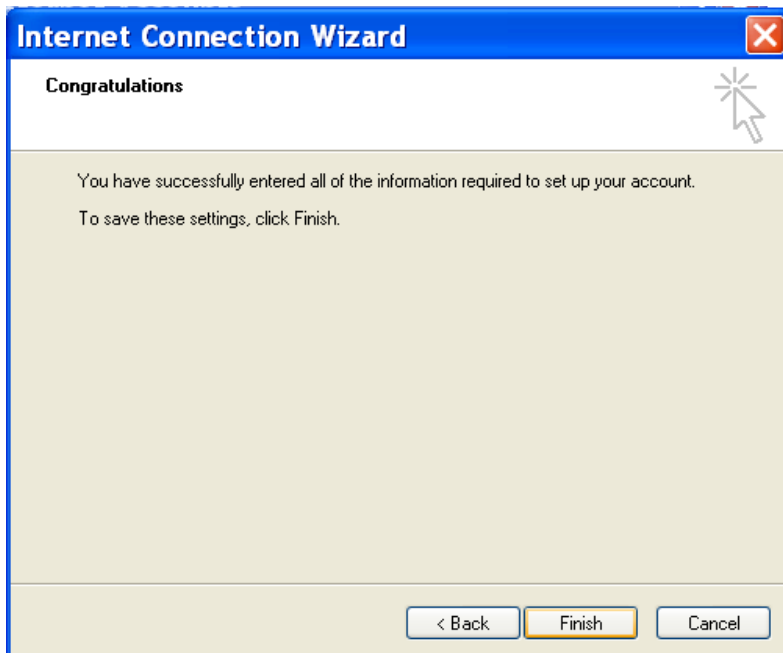
16. Enter your Account name as assigned by HTC
17. Enter your Password as assigned by HTC
18. If you want your password remembered leave the box checked
19. Click **Next**



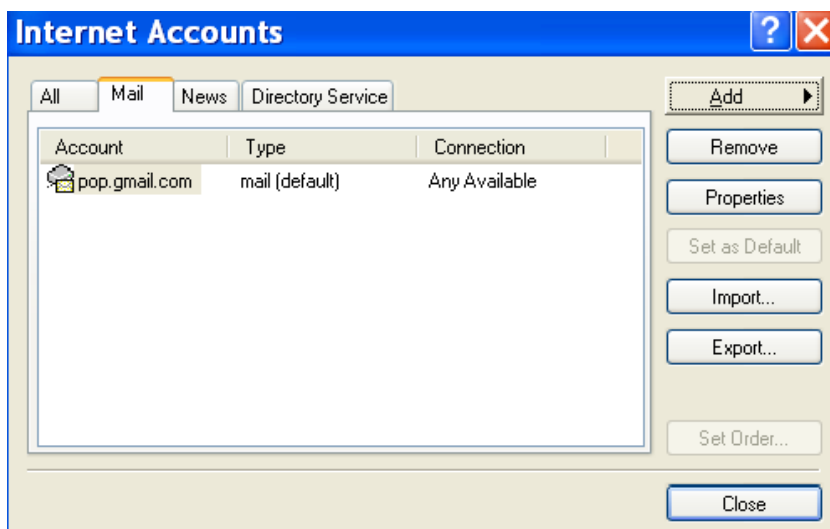
The screenshot shows the 'Internet Connection Wizard' window with the title 'Internet Mail Logon'. It contains the following text and fields:

- 'Type the account name and password your Internet service provider has given you.'
- 'Account name:' followed by a text box containing 'YOUR NAME'.
- 'Password:' followed by a text box containing '●●●●●●●●'.
- A checked checkbox labeled 'Remember password'.
- Text: 'If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box.'
- An unchecked checkbox labeled 'Log on using Secure Password Authentication (SPA)'.
- Buttons at the bottom: '< Back', 'Next >', and 'Cancel'.

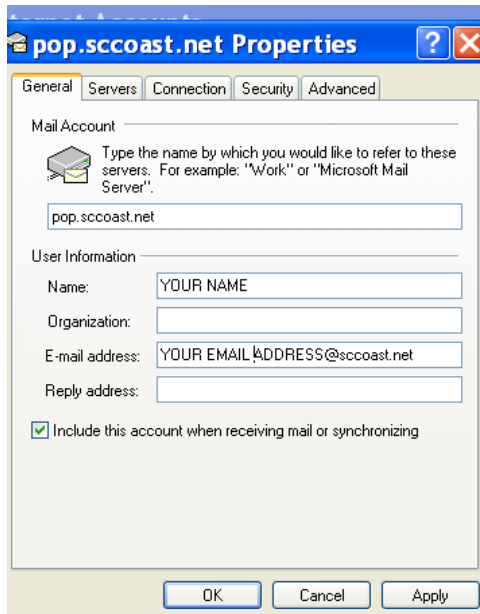
20. Click **Finish**



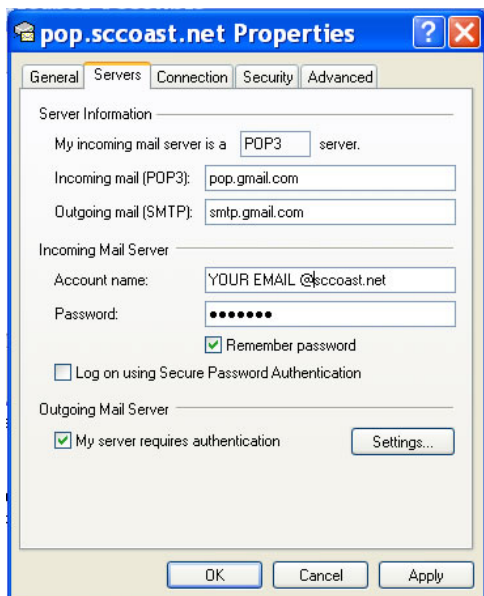
- 21. You will now be back on the **Mail tab** on the Internet Account box
- 22. Just a few more steps and your account will be completely set up
- 23. Highlight the **pop.gmail.com** account
- 24. Click on **Properties**



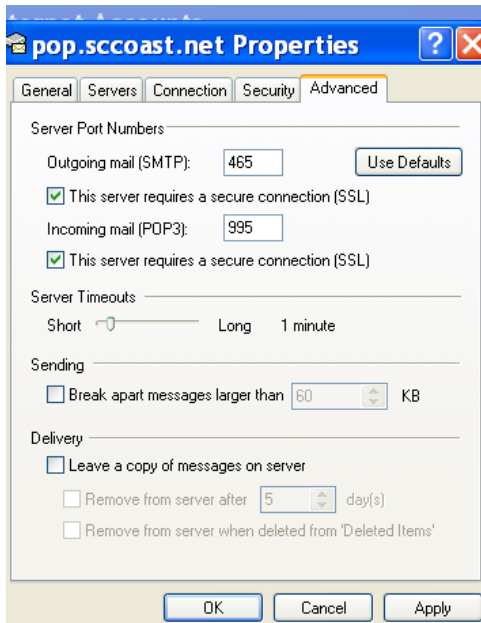
25. Click on **General**
26. Make sure the User Information is correct
27. Click on **Apply**



28. Click on the **Servers** tab
29. Make sure your Incoming mail (POP3) still says: **pop.gmail.com**
30. Make sure your Outgoing mail (SMTP) still says: **smtp.gmail.com**
31. Make sure your Account name and Password are correct
32. Check the box **My server requires authentication**
33. Click **Apply**



34. Click on the **Advanced Properties** tab
35. **DO THIS NOW!** Place a **check mark** in the box next to This server requires a secure connection (SSL)
36. Change the Outgoing mail (SMTP) Server Port Number to **465** or (either will work)
37. **DO THIS NOW!** Place a **check mark** in the box next to This server requires a secure connection (SSL)
38. Change the In coming (POP3) Server Port Number to **995**
39. Click **Apply**
40. Click **OK**



41. Click **Close** this will take you to your Inbox