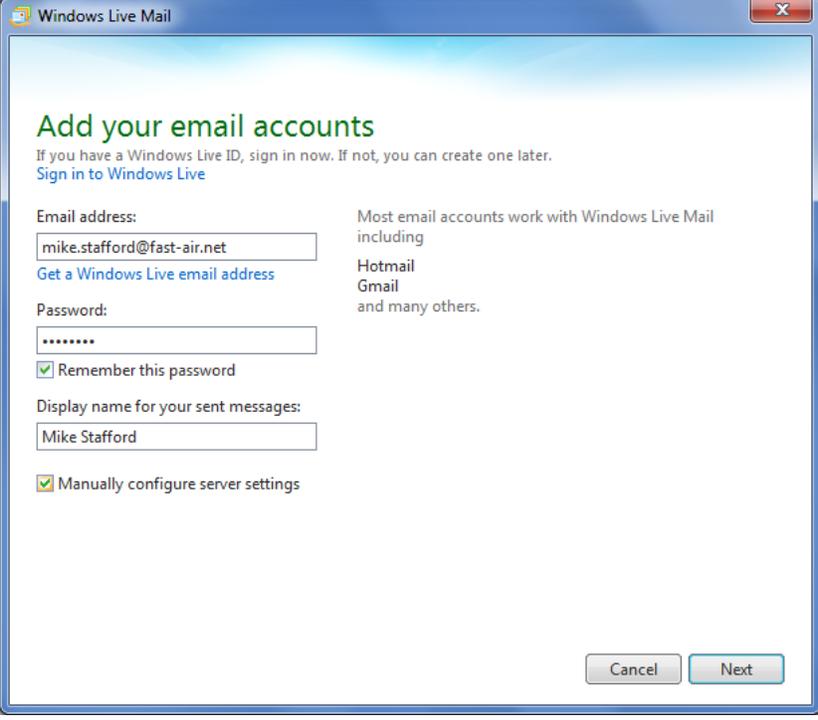


# WindowsLive Mail Setup

1. In Windows Live Mail, click on **Accounts** tab and click on the **@email** icon. The following window will appear. Enter your *email address*, *password* and *Display name* as show below. Check the box '**Manually configure server settings**' and click the **Next** button.

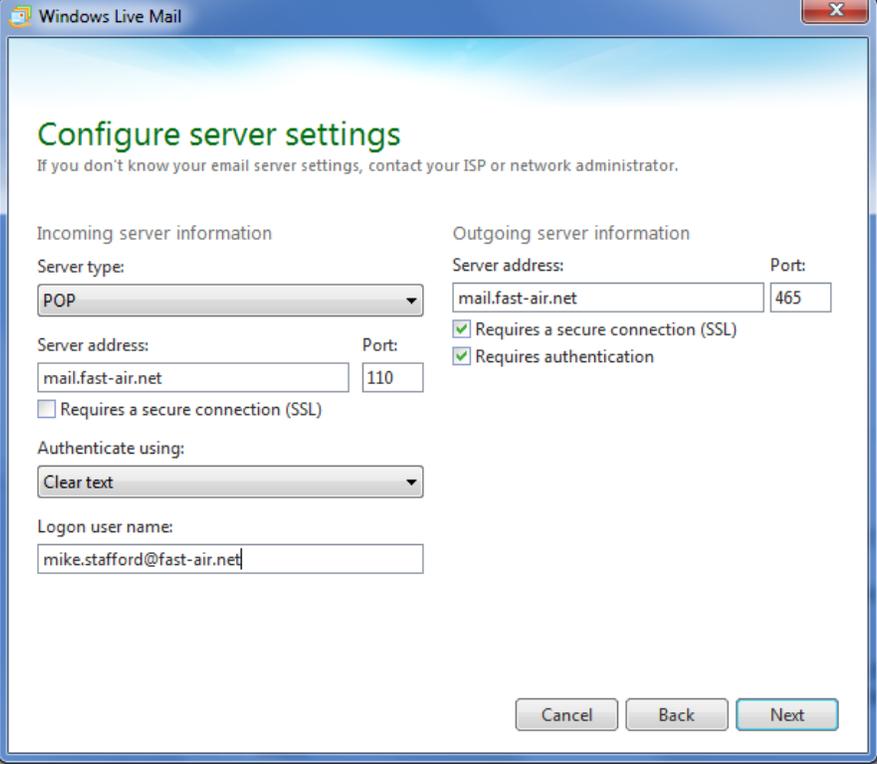


The screenshot shows the 'Add your email accounts' window in Windows Live Mail. The window title is 'Windows Live Mail'. The main heading is 'Add your email accounts' in green. Below the heading, there is a sub-heading 'If you have a Windows Live ID, sign in now. If not, you can create one later.' and a link 'Sign in to Windows Live'. The form contains the following fields and options:

- Email address:** A text box containing 'mike.stafford@fast-air.net'. Below it is a link 'Get a Windows Live email address'.
- Password:** A text box with masked characters '.....'. Below it is a checked checkbox 'Remember this password'.
- Display name for your sent messages:** A text box containing 'Mike Stafford'.
- A checked checkbox 'Manually configure server settings'.

On the right side, there is a text block: 'Most email accounts work with Windows Live Mail including Hotmail Gmail and many others.' At the bottom right, there are 'Cancel' and 'Next' buttons.

2. Enter **mail.fast-air.net** in both fields labeled '**Server Address**'. Make sure to put in your *full email address* as the '**Logon user name**'. Check the box labeled '**Requires Authentication**'. Then click the **Next** button. Set the '**Outgoing server information**' to the values shown below.



The screenshot shows the 'Configure server settings' window in Windows Live Mail. The window title is 'Windows Live Mail'. The main heading is 'Configure server settings' in green. Below the heading, there is a sub-heading 'If you don't know your email server settings, contact your ISP or network administrator.' The form is divided into two columns: 'Incoming server information' and 'Outgoing server information'.

**Incoming server information:**

- Server type:** A dropdown menu set to 'POP'.
- Server address:** A text box containing 'mail.fast-air.net'.
- Port:** A text box containing '110'.
- An unchecked checkbox 'Requires a secure connection (SSL)'.
- Authenticate using:** A dropdown menu set to 'Clear text'.
- Logon user name:** A text box containing 'mike.stafford@fast-air.net'.

**Outgoing server information:**

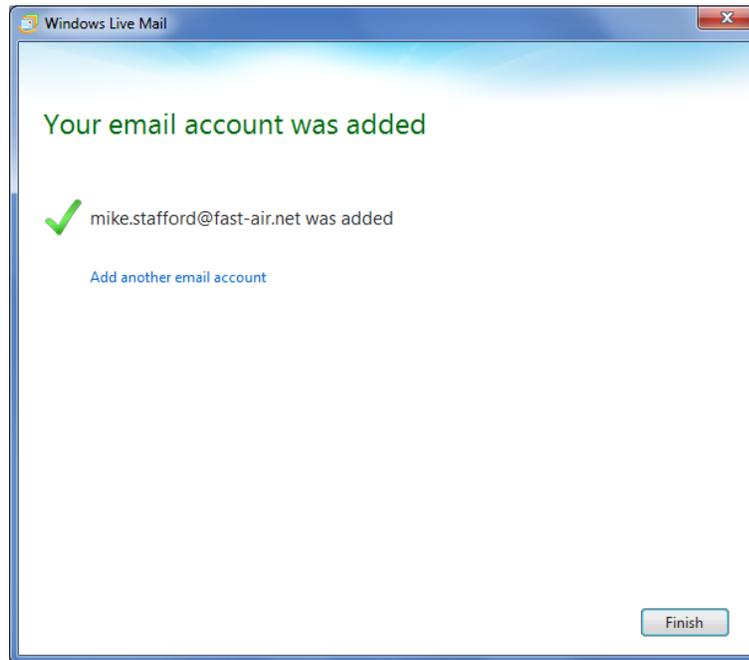
- Server address:** A text box containing 'mail.fast-air.net'.
- Port:** A text box containing '465'.
- Two checked checkboxes: 'Requires a secure connection (SSL)' and 'Requires authentication'.

At the bottom right, there are 'Cancel', 'Back', and 'Next' buttons.

# WindowsLive Mail Setup

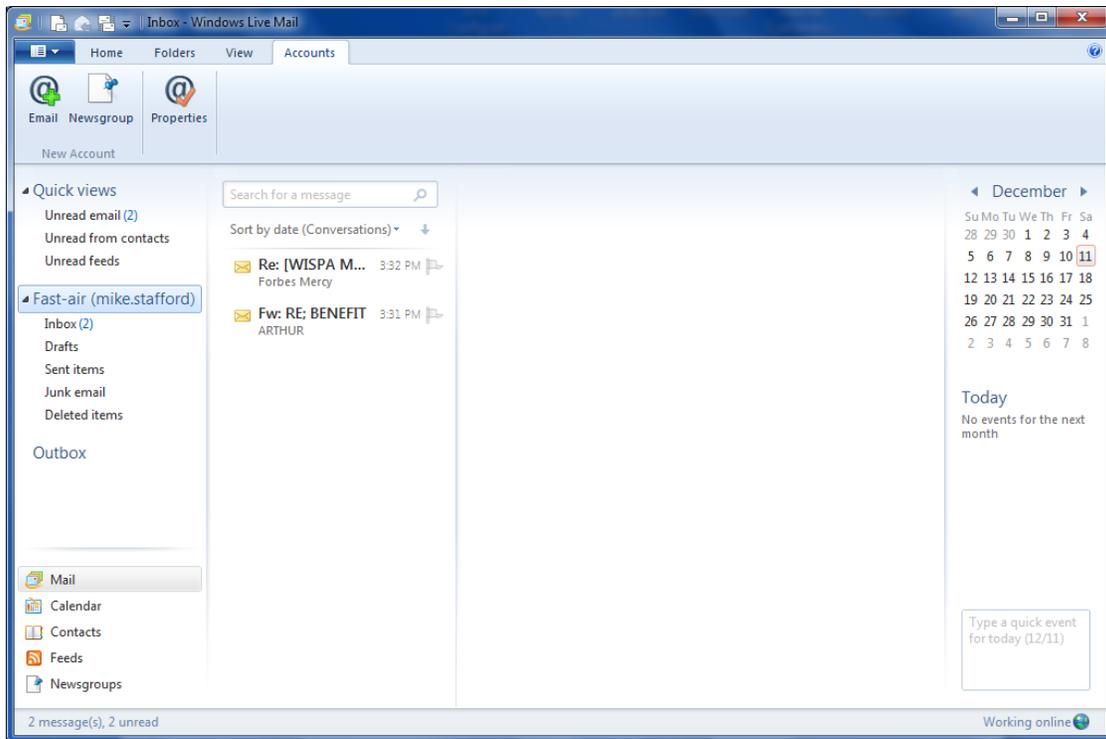
3. Click the **Finish** button. You will see the account on the left side of the main window.

**IMPORTANT: Be sure to follow steps 4 and 5 to complete the setup.**



4. In the main window *right click* on the **fast-air** account on the left side. Select the **Properties** option.

# WindowsLive Mail Setup



5 In the *Properties* window, click on the **Advanced** tab. At the bottom of the window, **uncheck** the 'Leave a copy of the messages on server'. Click **OK** to complete the setup.

