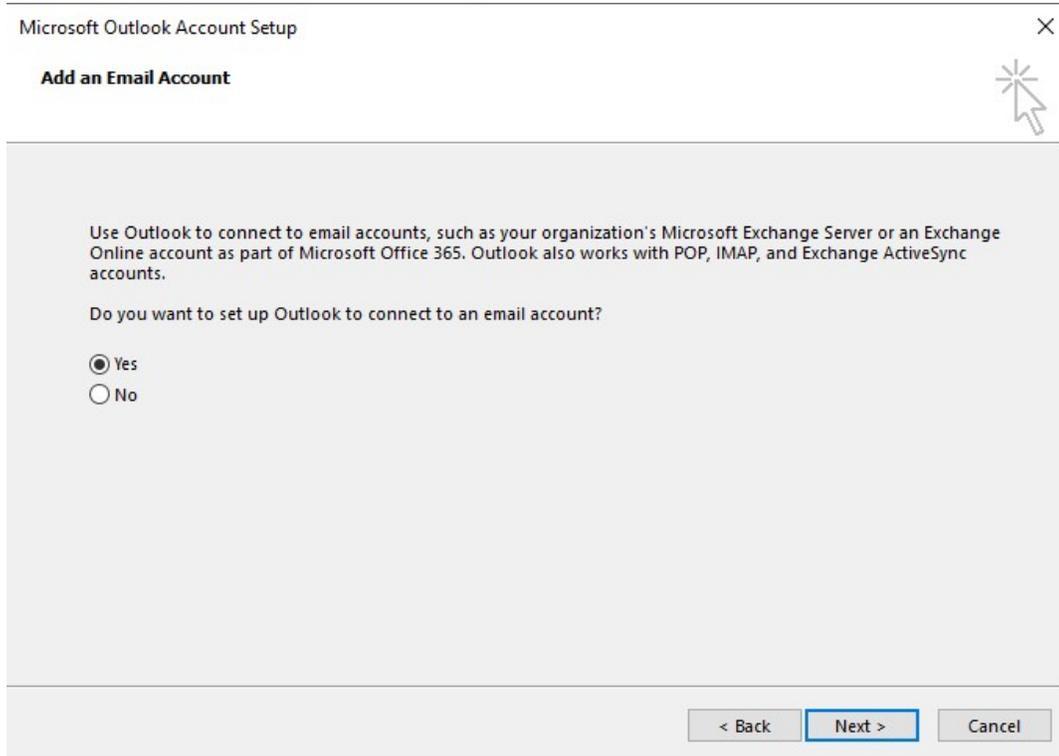Outlook 2013 POP3 settings

Step 1: Setting up the email account. Click Next

Microsoft Outlook Account Setup   ✕

Add an Email Account

Use Outlook to connect to email accounts, such as your organization's Microsoft Exchange Server or an Exchange Online account as part of Microsoft Office 365. Outlook also works with POP, IMAP, and Exchange ActiveSync accounts.

Do you want to set up Outlook to connect to an email account?

◉ Yes
○ No

[< Back] [Next >] [Cancel]

Step 2: Choose Manual setup and click Next
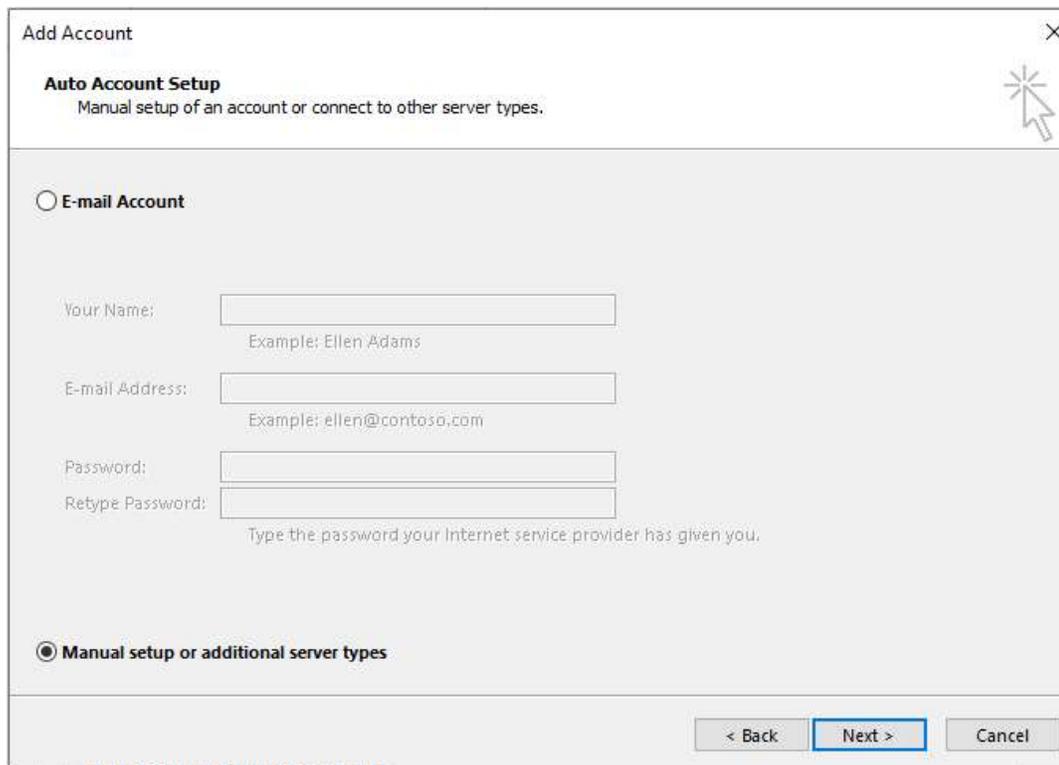
Add Account   ✕

Auto Account Setup
Manual setup of an account or connect to other server types.

○ **E-mail Account**

Your Name: [   ]
      Example: Ellen Adams

E-mail Address: [   ]
      Example: ellen@contoso.com

Password: [   ]
Retype Password: [   ]
      Type the password your Internet service provider has given you.

◉ **Manual setup or additional server types**

[< Back] [Next >] [Cancel]

Step 3: Choose POP or IMAP. Click Next

Step 4: Enter your information in the fields as shown. Click More Settings

Step 5: Click the Outgoing Server Tab and check the selection "My Outgoing server (SMTP) requires authentication
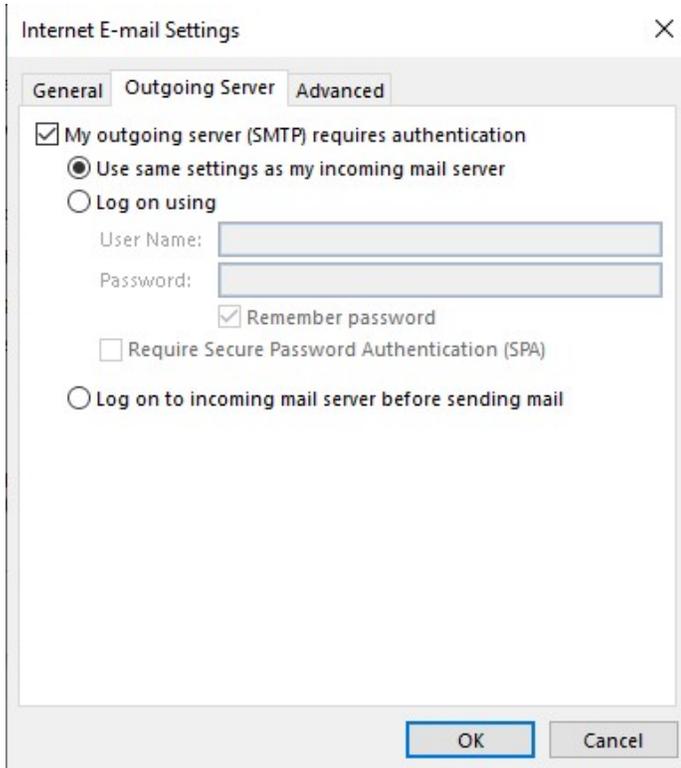
Step 6: set SSL for "Use the following type of encryption" and type in 465 for Outgoing server (SMTP) and click OK
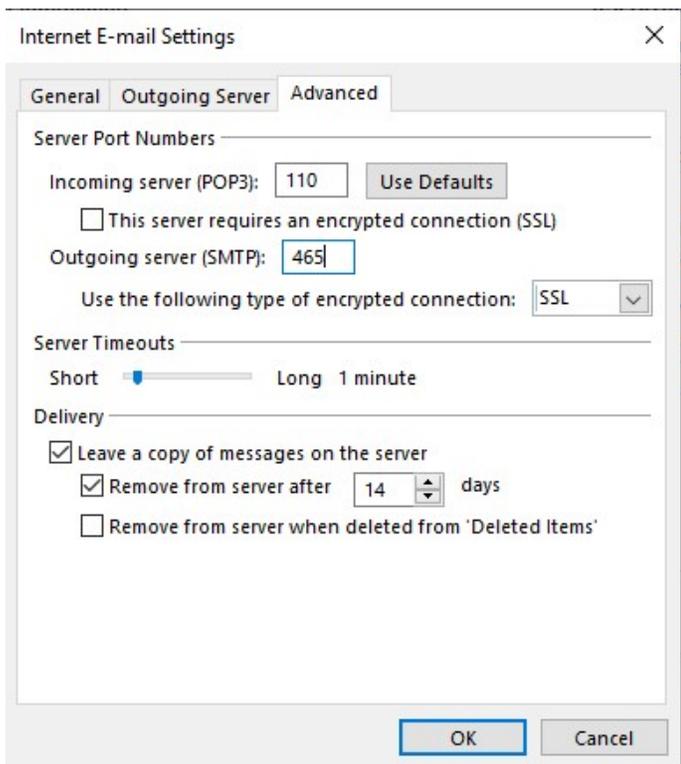
Step 7: Click Next. Finished.