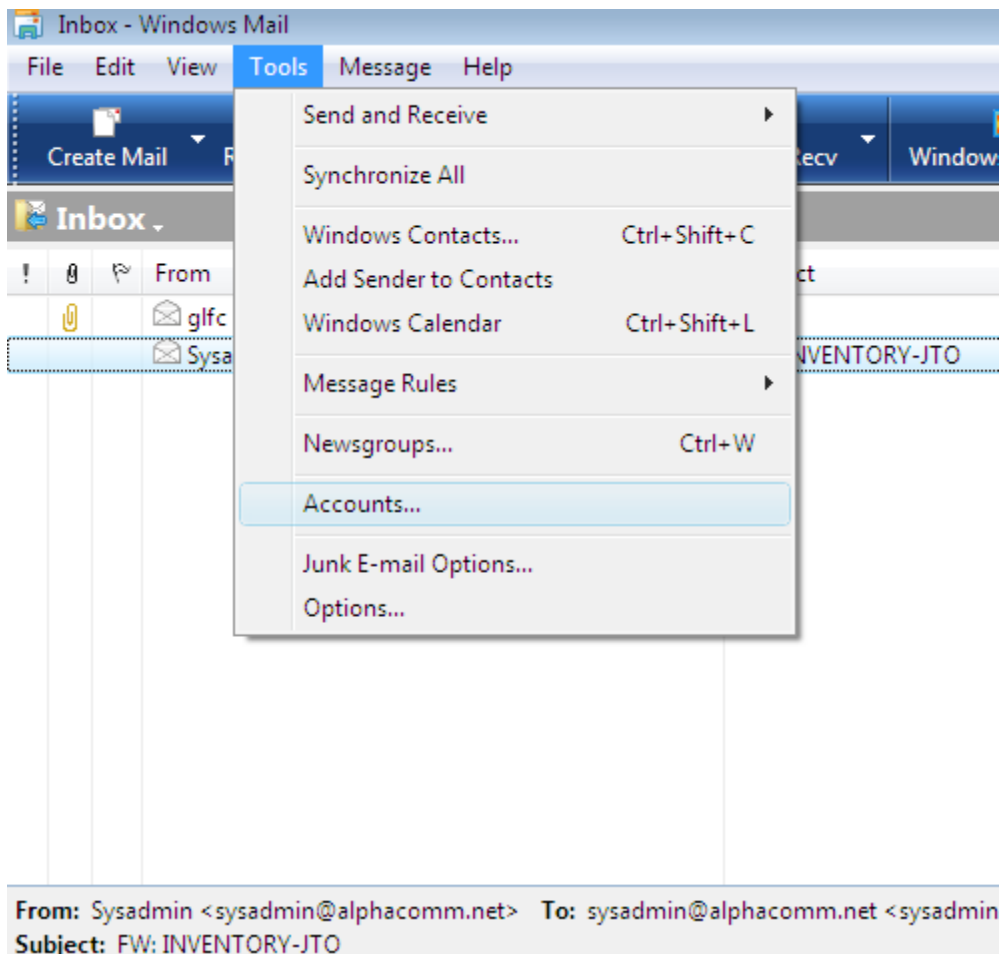


## Windows Mail Setup

### Windows Mail

Follow these instructions **after** setting up your Internet Explorer Browser. **Note:** Windows mail may repeat some of the settings. If you are switching from Alphacomm.net dial-up to Alphacomm.net DSL, you should not have to make any changes.

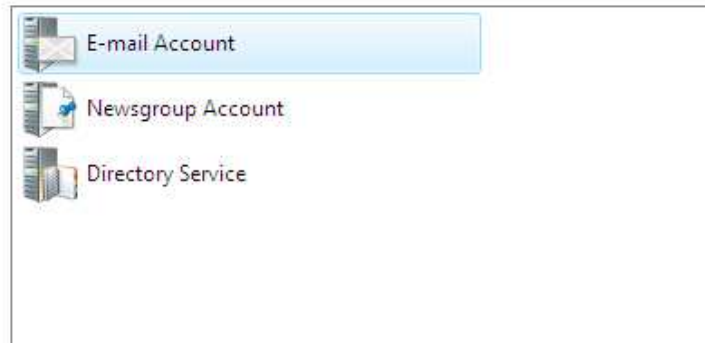
1. Double click the **Windows Mail** icon. **NOTE:** If this is the first time you are using Windows Mail, skip to step 4.
2. Click on **Tools** and then click **Accounts**.



1. Click on **Add**, click **E-Mail account** and then click **Next**.

## Select Account Type

What type of account would you like to add?



[What information do I need to set up my account?](#)

Next

Cancel

2. In the **Display name** box, enter the name you would like displayed when you send an email; i.e., John Smith. This name can be anything you like. Click **Next**.

Your Name

When you send e-mail, your name will appear in the From field of the outgoing message.  
Type your name as you would like it to appear.

Display name:

For example: John Smith

[Where can I find my e-mail account information?](#)

Next Cancel

3. In the **Email address box**, enter your Alphacomm.net email address; i.e., johnsmith@alphacomm.net. Click **Next**.

Internet E-mail Address

Your e-mail address is the address other people use to send e-mail messages to you.

E-mail address:

For example: someone@microsoft.com

[Where can I find my e-mail account information?](#)

Next Cancel

6. At the **Email Server Names** screen, verify that the **My incoming mail server is a** box displays **POP3**, not IMAP or HTTP. If it doesn't, select POP3 from the drop down box.
7. In the **Incoming mail (POP3, IMAP, or HTTP) server** box enter: **mail.alphacomm.net**

Set up e-mail servers

Incoming e-mail server type:  
POP3

Incoming mail (POP3 or IMAP) server:  
mail.alphacomm.net

Outgoing e-mail server (SMTP) name:  
mail.alphacomm.net

Outgoing server requires authentication

[Where can I find my e-mail server information?](#)

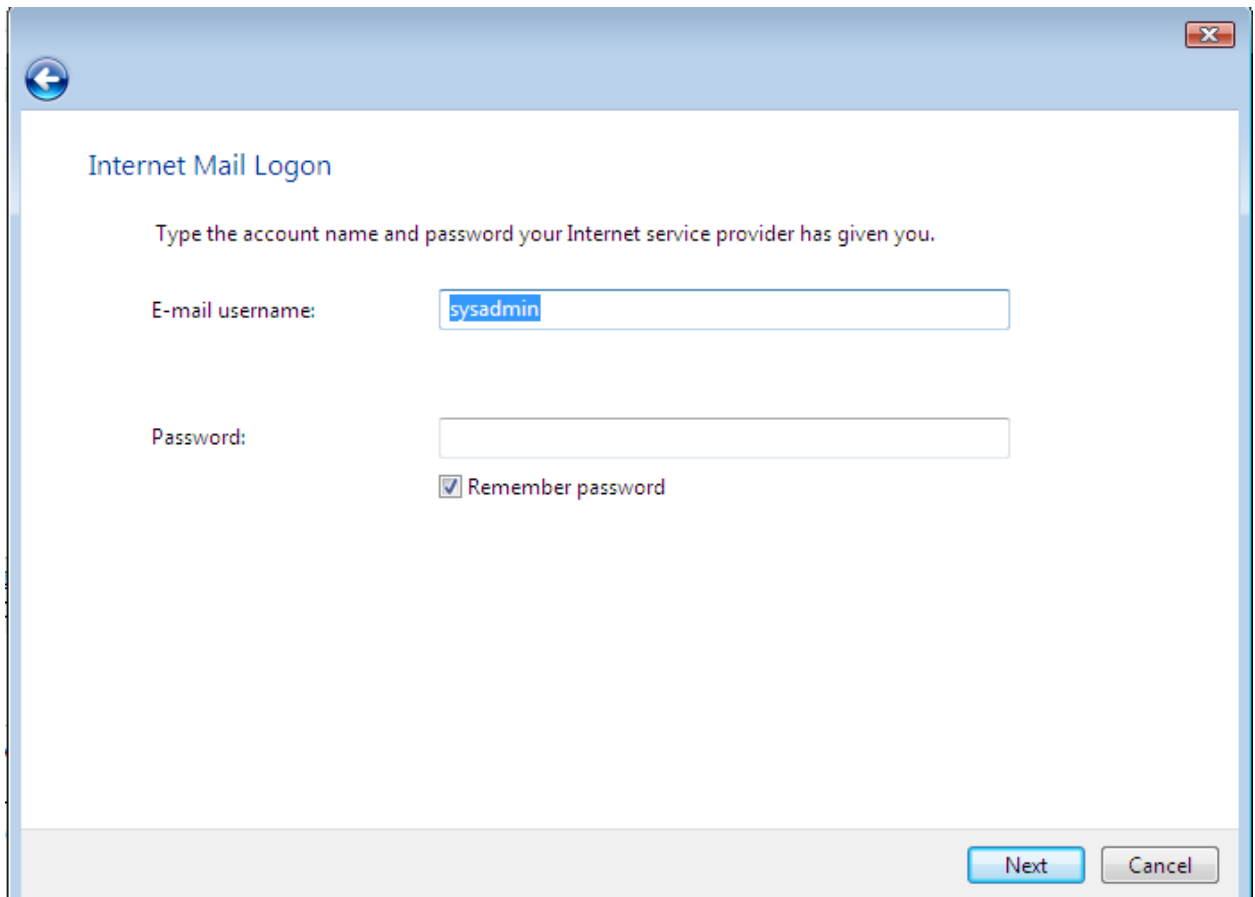
Next Cancel

8. In the **Outgoing mail (SMTP) server** box enter: **mail.alphacomm.net**
9. Place a check in the **Outgoing Server Requires Authentication** box and then click **Next**.
10. The next screen will ask for your E-mail Username information. Click in the line next to **E-mail Username** and enter your full e-mail address like the following:

**yourusername@alphacomm.net**

Your username can be found on your Alphacomm.net Customer Information Sheet, or you can call Support at 877-450-3500 (toll free) or 906-639-3500 (local). The account name is case sensitive, so enter it exactly as shown on the customer information sheet.

11. Click in the **Password** line and type your password. The password is case sensitive, so be sure to enter it exactly as it appears on the customer information sheet.



12. You may also check the **Remember Password** option.
13. Click **Next**, then click **Finish**, then click **Close**.

**NOTE: Some versions may include these additional steps:**

- Choose, **I connect using a Local Area Connection**.
- Click **Next**, then click **Finish**.

**YOU HAVE COMPLETED THE DSL SETUP!**

**THANK YOU FOR CHOOSING ALPHACOMM.NET!**