

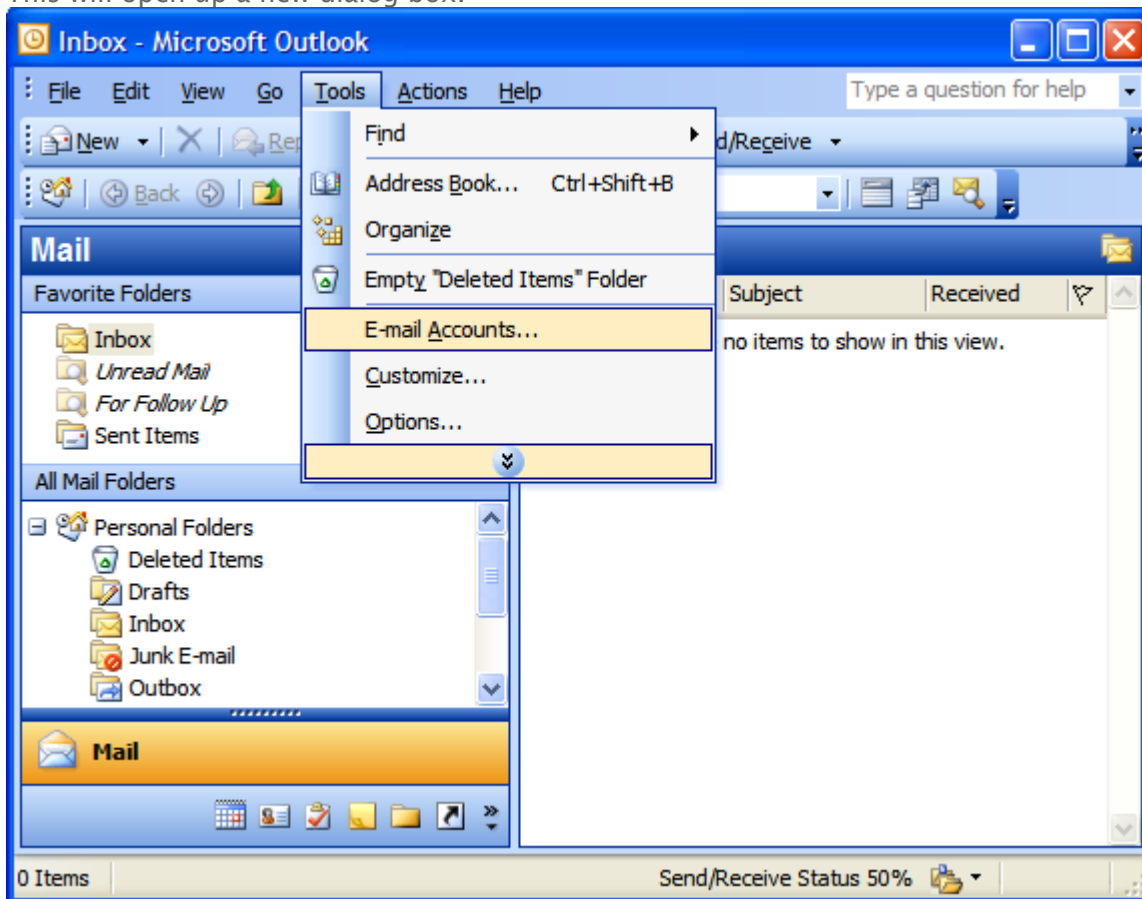


Configure Outlook 2003 email

In order to send and receive E-mail through your website hosted with FastWebEngine, you can configure Outlook as your E-mail client with the following required settings. This step-by-step tutorial will demonstrate how to make the necessary changes so that you will be sending and receiving E-mail quickly and conveniently. Start by configuring Outlook to check E-mail services hosted by FastWebEngine - Let's begin:

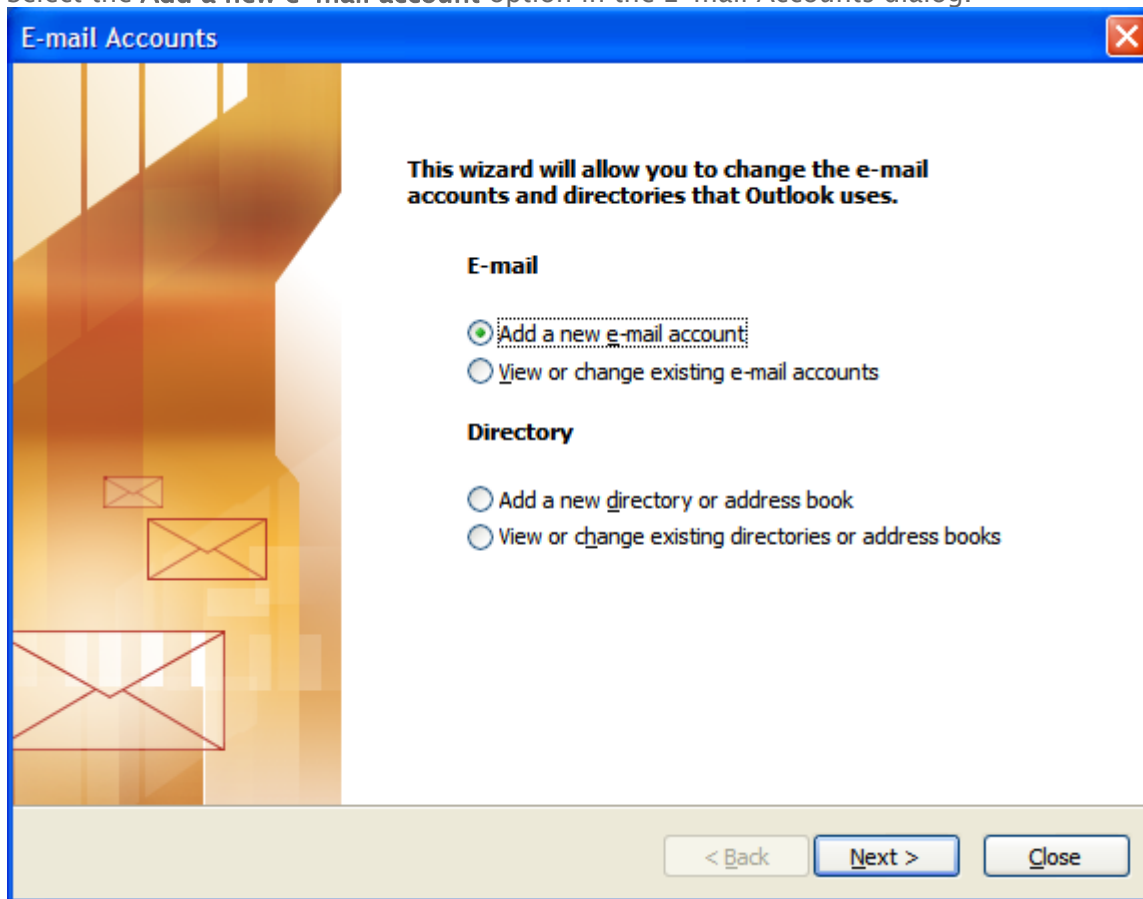
Step 1:

(1) Open Outlook and select the **Tools** button and navigate to the **E-mail Accounts** selection. This will open up a new dialog box.



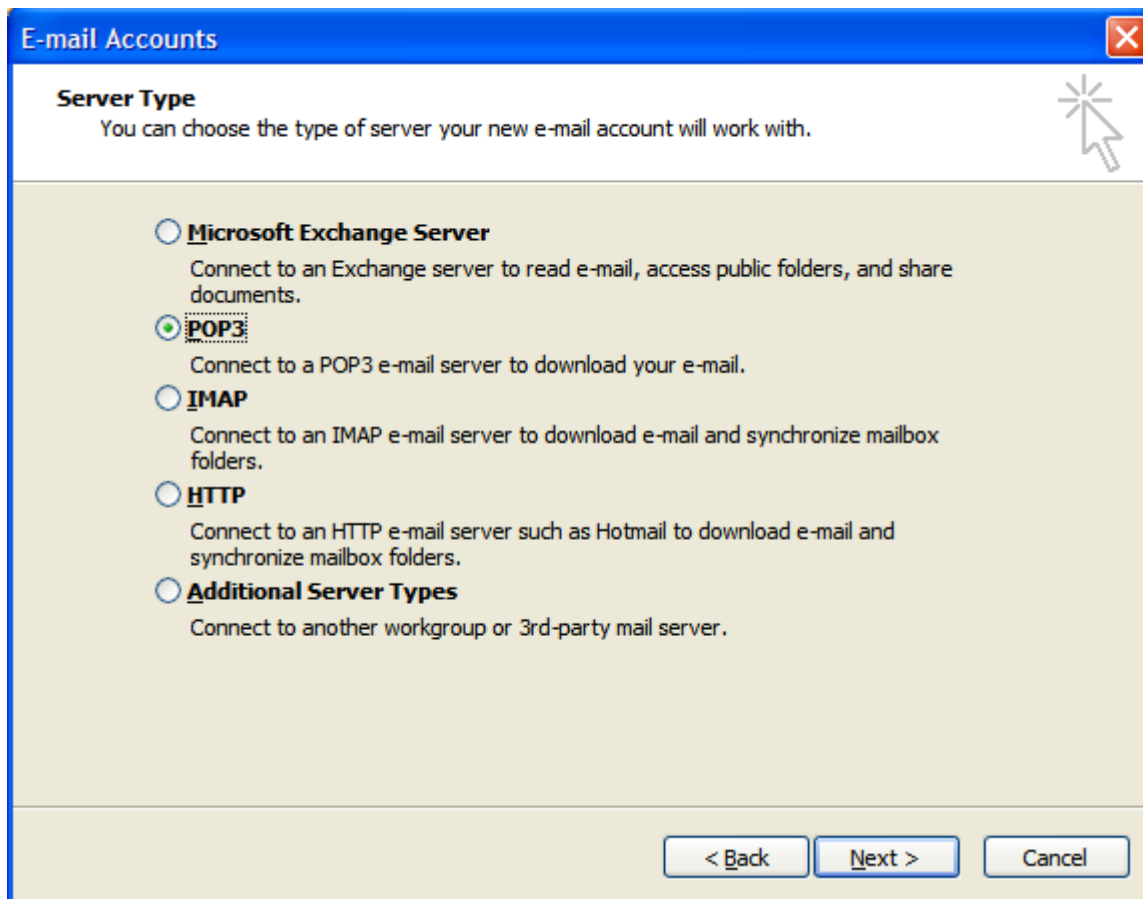
Step 2:

Select the **Add a new e-mail account** option in the E-mail Accounts dialog.



Step 3:

On the Server Type window, select the **POP3** option.



Step 4:

The **Internet E-mail Settings (POP3)** window will be where most information will be filled in the text boxes provided.

1. Under **User Information section** enter your First Name and Last Name (e.g. John Doe).
2. Enter your E-mail address in the E-mail Address text box (e.g. **yourusername@yourdomain.com**)
3. Under the **Logon Information section** enter your **full E-mail address** as your User Name.
4. Enter your password in the Password text box
5. Under the **Server Information section** enter the following addresses:
 1. Incoming mail server (POP3): **pittsburgh.fastwebengine.com**
 2. Outgoing mail server (SMTP): **pittsburgh.fastwebengine.com**
6. When you have entered all of the information required, **move on to step 5 below.**

E-mail Accounts

Internet E-mail Settings (POP3)
Each of these settings are required to get your e-mail account working.

User Information

Your Name:

E-mail Address:

Server Information

Incoming mail server (POP3):

Outgoing mail server (SMTP):

Logon Information

User Name:

Password:

Remember password

Log on using Secure Password Authentication (SPA)

Test Settings

After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)

Step 5:

1. While in the **E-mail Accounts** dialog window, press the **Test Account Settings...** button. The **Test Account Settings** dialog window will open and Outlook will test the settings you have configured.
2. If everything was entered correctly, you should see green check marks and the status message **Completed**.
3. Click the **Close** button on the **Test Account Settings** dialog if it does not close automatically.
4. Click the **Next** button at the bottom right corner of the **E-mail Accounts** dialog window.
5. Click the **Finish** button at the bottom right corner of the **E-mail Accounts** dialog window.
6. **Congratulations, your new account is configured properly.**

