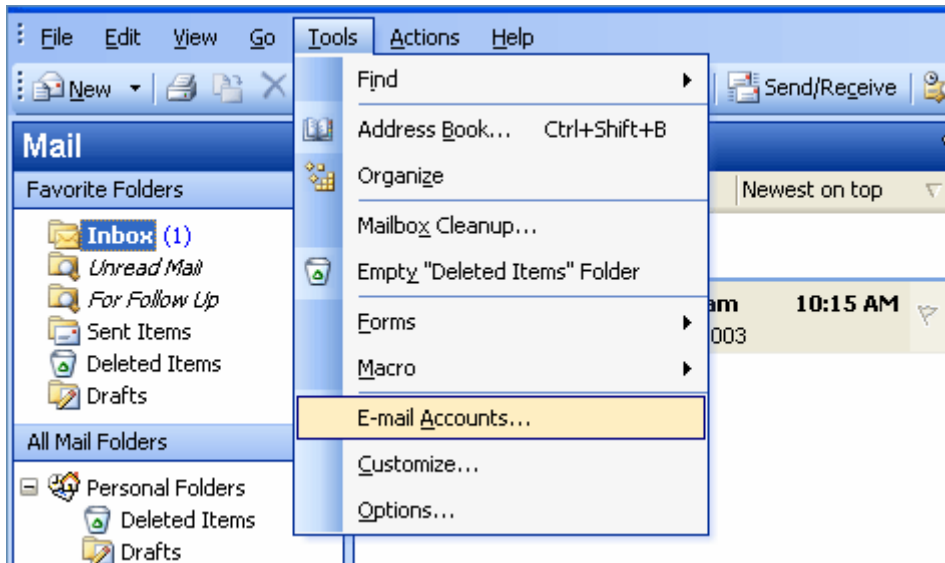


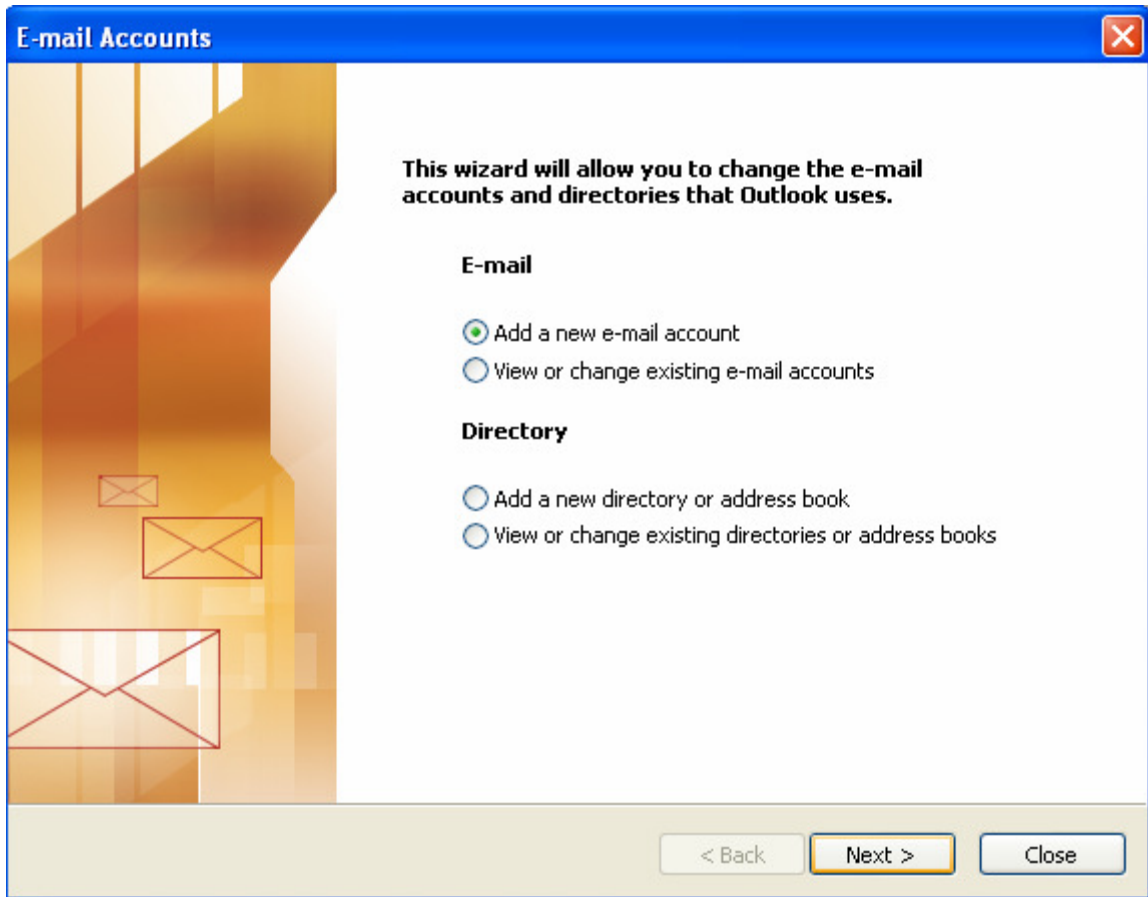


## Email setup: Netbay for Microsoft Outlook 2003

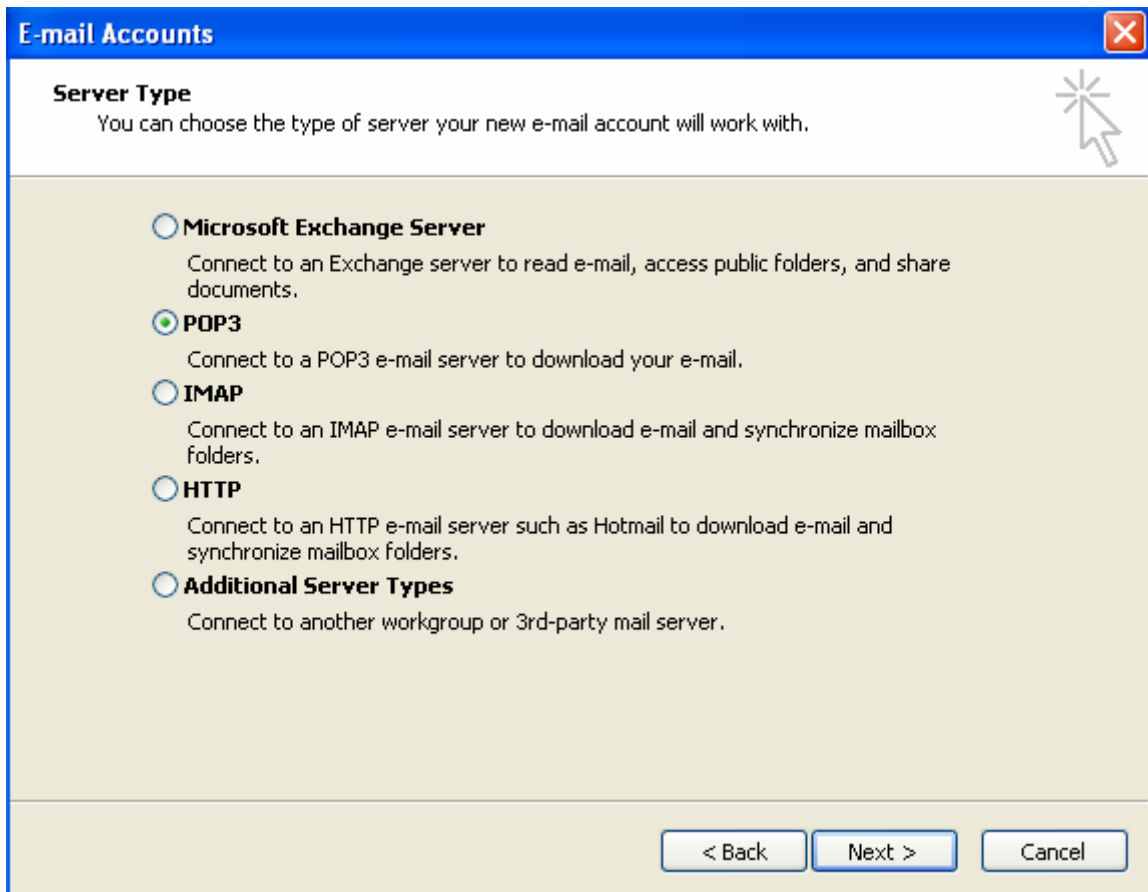
1. Open Outlook 2003, click on **Tools – E-mail Accounts**



2. Select **Add a new e-mail account**, then **Next**



3. Select **POP3**, click **Next**



4. Enter settings as per the screen below, and note that:
  - a. E-mail Address: your full email address e.g. john@netbay.com.au
  - b. Incoming mail server: pop.netbay.com.au
  - c. Outgoing mail server: smtp.netbay.com.au
  - d. User Name: your full email address e.g. john@netbay.com.au

Click **Next** when done, then **Finish**.

**E-mail Accounts**

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

User Information	Server Information
Your Name: <input type="text" value="John"/>	Incoming mail server (POP3): <input type="text" value="pop.netbay.com.au"/>
E-mail Address: <input type="text" value="john@netbay.com.au"/>	Outgoing mail server (SMTP): <input type="text" value="smtp.netbay.com.au"/>

Logon Information	Test Settings
User Name: <input type="text" value="john@netbay.com.au"/>	After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)
Password: <input type="password" value="*****"/> <input checked="" type="checkbox"/> Remember password	
<input type="checkbox"/> Log on using Secure Password Authentication (SPA)	<input type="button" value="Test Account Settings ..."/>

5. You have successfully set up your Netbay email account on Microsoft Outlook 2003!