



CJSM POP Guide

Thunderbird

CJSM POP Guide – Thunderbird

Account Wizard

A screenshot of the 'Account Wizard' dialog box in Thunderbird, specifically the 'Identity' step. The window has a blue title bar with the text 'Account Wizard' and a close button. The main area is light beige and contains the following text: 'Each account has an identity, which is the information that identifies you to others when they receive your messages.' Below this is a sub-heading 'Identity' and another instruction: 'Enter the name you would like to appear in the "From" field of your outgoing messages (for example, "John Smith").' There are two input fields: 'Your Name:' with the text 'Richard BRine' and 'Email Address:' with the text 'rich.brine@cw.cjsm.net'. At the bottom, there are three buttons: '< Back', 'Next >', and 'Cancel'.

If further help is required please contact the CJSM Helpdesk on 0207 604 5598 between 08:00 and 19:00 Monday to Friday, or email: cjsm.helpdesk@egress.com.

Return Address: The CJSM Administrators, Egress Software Technologies Ltd, The White Collar Factory, 1 Old Street Yard, London EC1Y 8AF.

Set up incoming server



Account Wizard [Close]

Server Information

Select the type of incoming server you are using.

POP IMAP

Enter the name of your incoming server (for example, "mail.example.net").

Incoming Server:

Untick this box to store mail for this account in its own directory. That will make this account appear as a top-level account. Otherwise, it will be part of the Local Folders Global Inbox account.

Use Global Inbox (store mail in Local Folders)

Your existing outgoing server (SMTP), "192.168.1.11", will be used. You can modify outgoing server settings by choosing Account Settings from the Tools menu.

< Back Next > Cancel

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Username

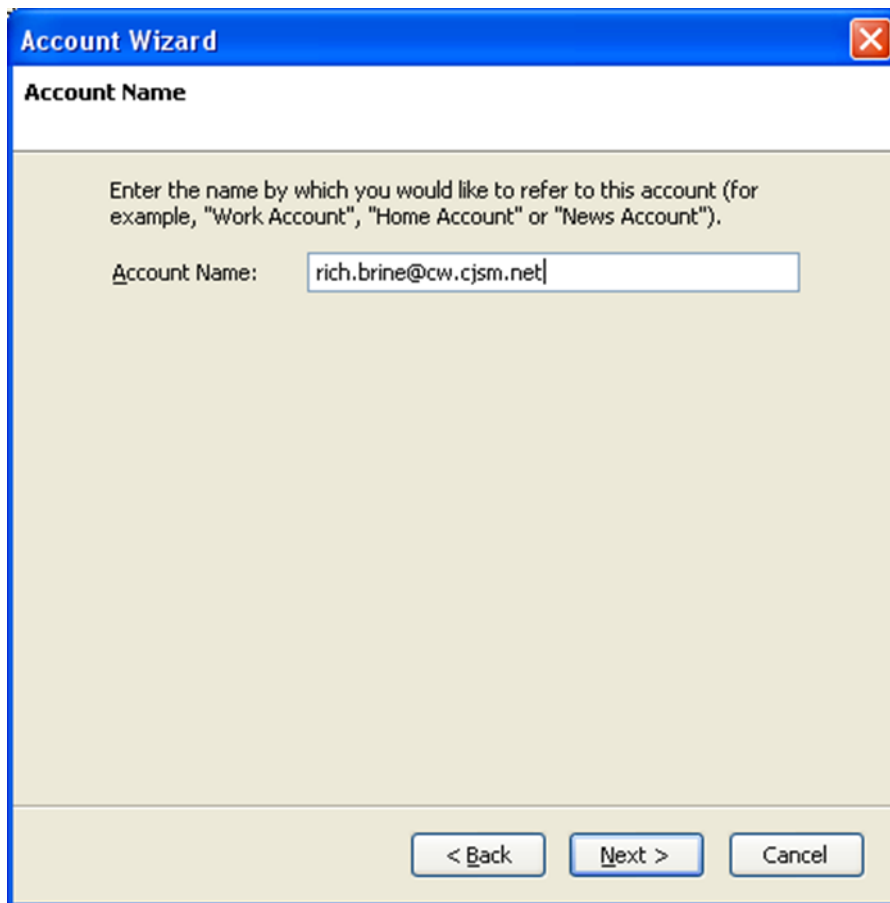


The screenshot shows a dialog box titled "Account Wizard" with a close button in the top right corner. The main heading is "User Names". Below this, there is a text instruction: "Enter the incoming user name given to you by your email provider (for example, "jsmith").". A text input field is labeled "Incoming User Name:" and contains the text "rich.brine@cw". Below the input field, there is a paragraph of text: "Your existing outgoing (SMTP) username, "rbrine", will be used. You can modify outgoing server settings by choosing Account Settings from the Tools menu." At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

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Account name

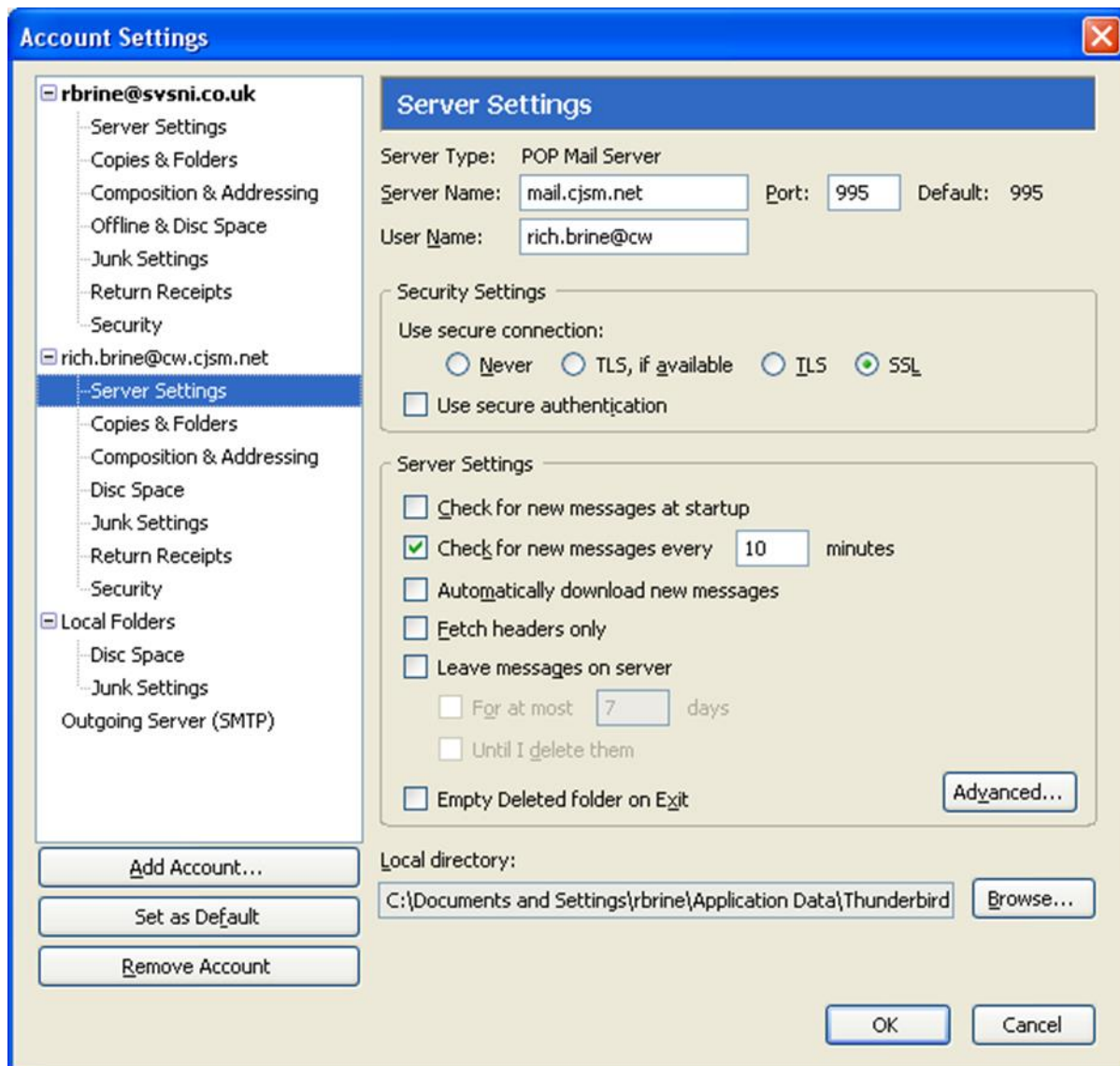


The screenshot shows a dialog box titled "Account Wizard" with a close button in the top right corner. The main heading is "Account Name". Below this, there is a text instruction: "Enter the name by which you would like to refer to this account (for example, 'Work Account', 'Home Account' or 'News Account')." A text input field is labeled "Account Name:" and contains the text "rich.brine@cw.cjasm.net". At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

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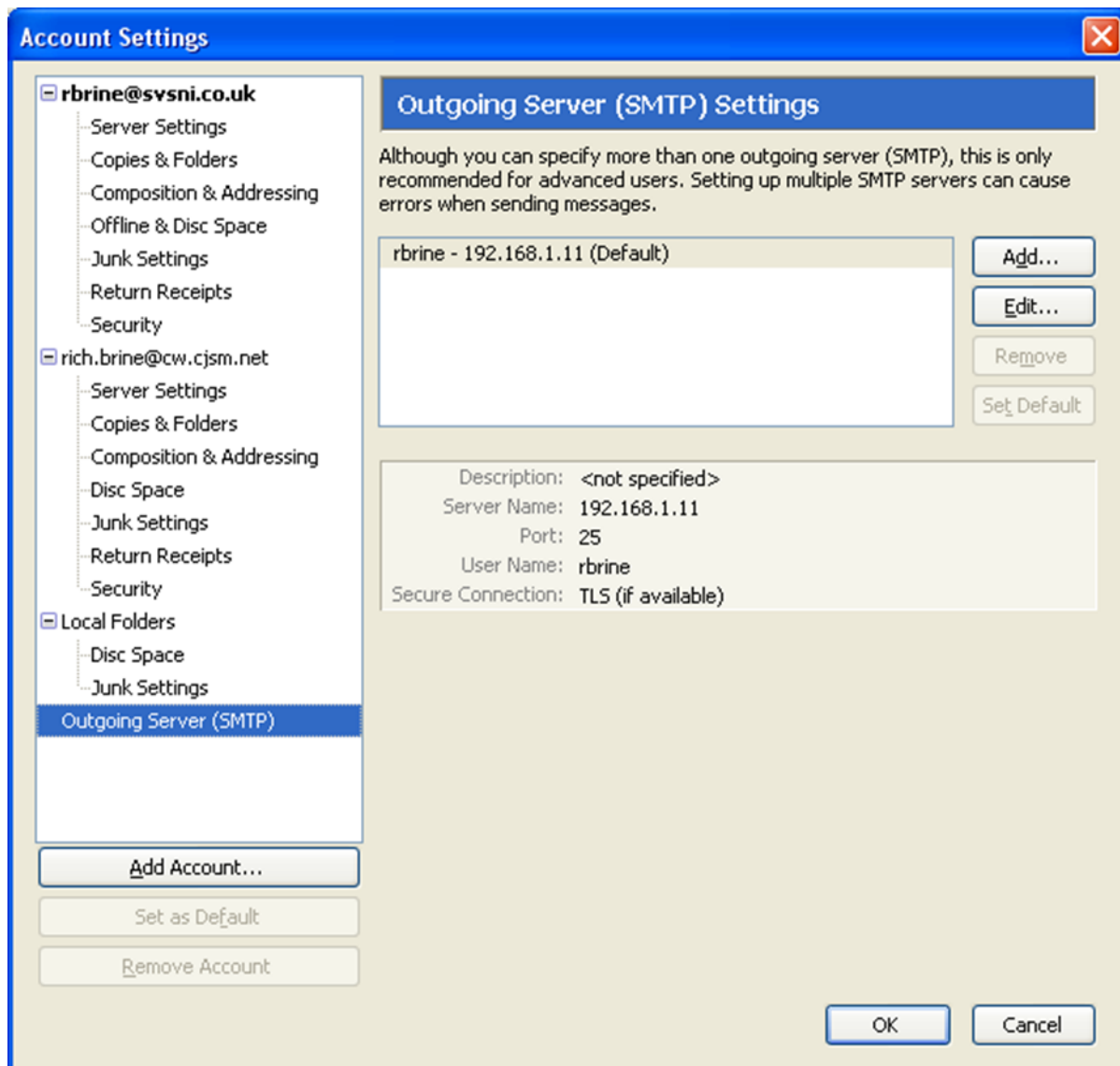
Set SSL and Port 995 for your account



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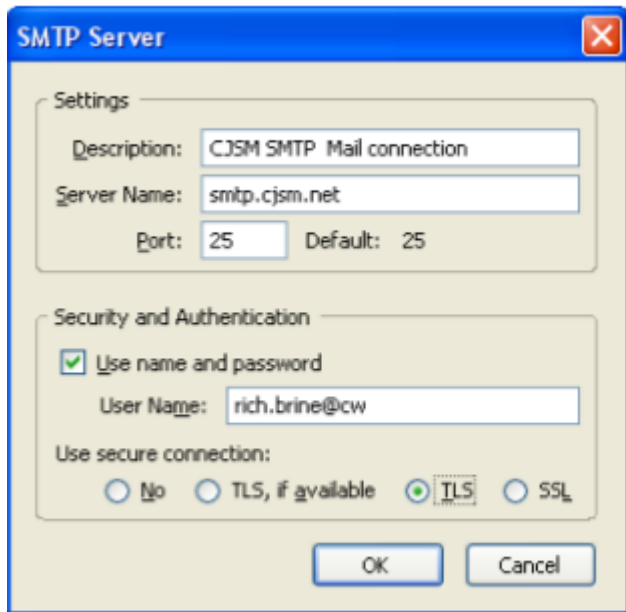
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Add outgoing server



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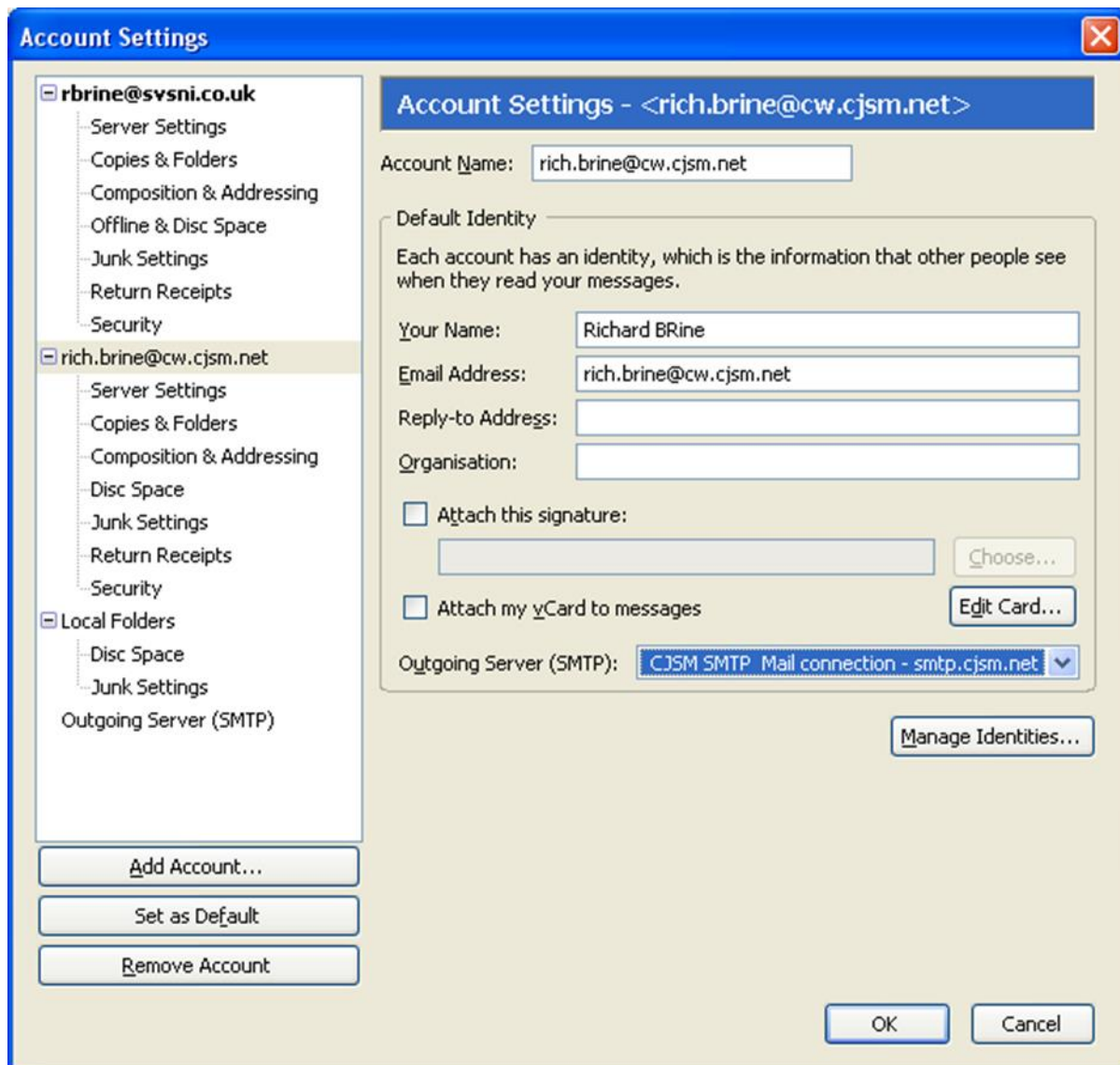
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A screenshot of a Windows-style dialog box titled "SMTP Server". The dialog has a blue title bar with a close button (X) on the right. It is divided into two sections: "Settings" and "Security and Authentication".
In the "Settings" section, there are three input fields: "Description" with the value "CJSM SMTP Mail connection", "Server Name" with the value "smtp.cjsm.net", and "Port" with the value "25". A "Default: 25" label is positioned to the right of the port field.
In the "Security and Authentication" section, there is a checked checkbox labeled "Use name and password" with a corresponding "User Name:" label and an input field containing "rich.brine@cw". Below this, there is a "Use secure connection:" label followed by four radio button options: "No", "TLS, if available", "TLS" (which is selected), and "SSL".
At the bottom of the dialog are two buttons: "OK" and "Cancel".

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Add the new outbound server to your CJSM POP account.



OK and all should work, you will have to enter and save your password.

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