

**CJSM**

**Thunderbird**

**POP 3 Guide**

## Account Wizard



### Identity

Each account has an identity, which is the information that identifies you to others when they receive your messages.

Enter the name you would like to appear in the "From" field of your outgoing messages (for example, "John Smith").

Your Name:

Enter your email address. This is the address others will use to send email to you (for example, "user@example.net").

Email Address:

## Set up incoming server

**Account Wizard** 

**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.

Username



The image 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".

**Account Wizard**

**User Names**

Enter the incoming user name given to you by your email provider (for example, "jsmith").

Incoming User Name:

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

< Back   Next >   Cancel

Account name?

**Account Wizard**

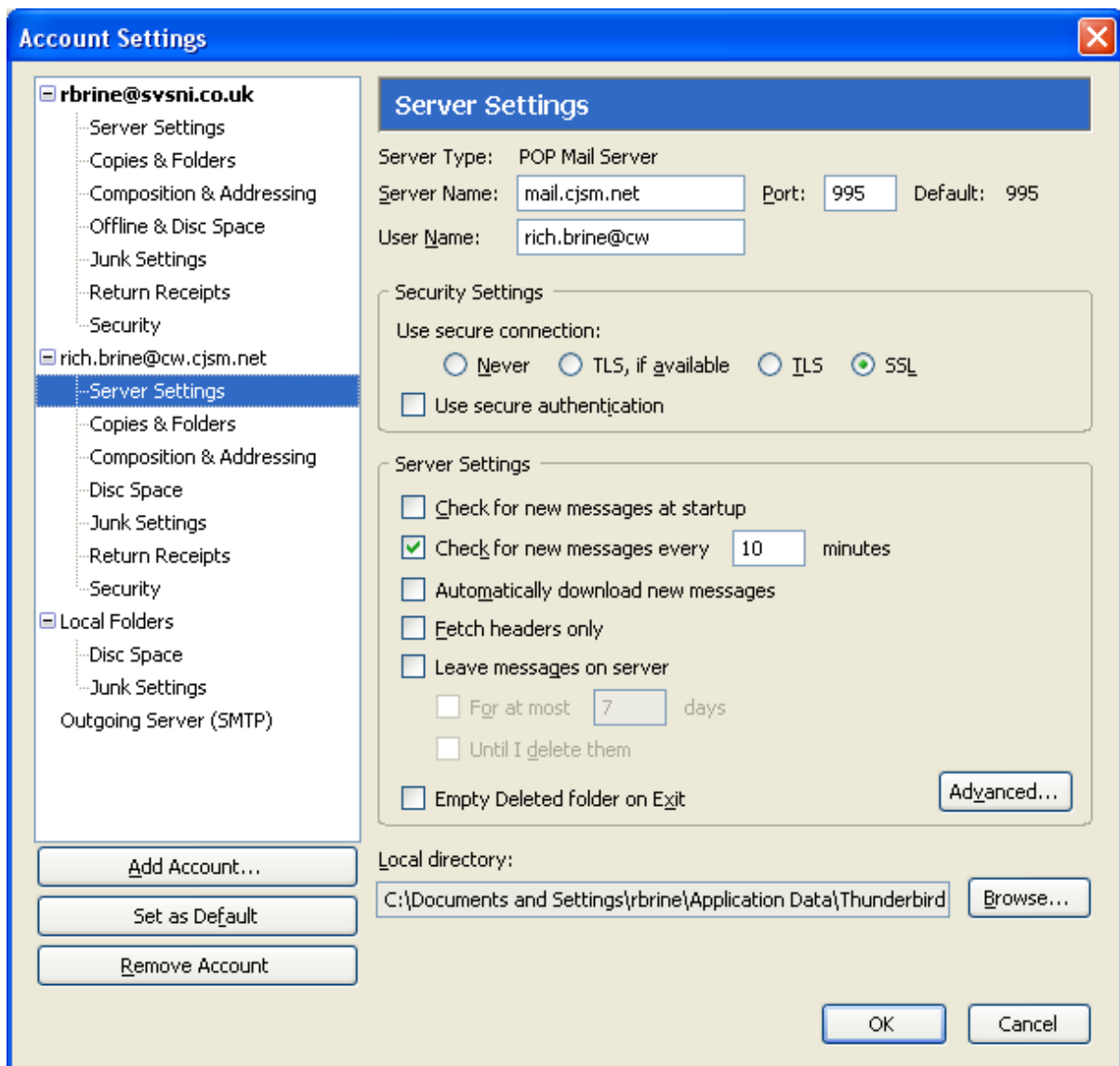
**Account Name**

Enter the name by which you would like to refer to this account (for example, "Work Account", "Home Account" or "News Account").

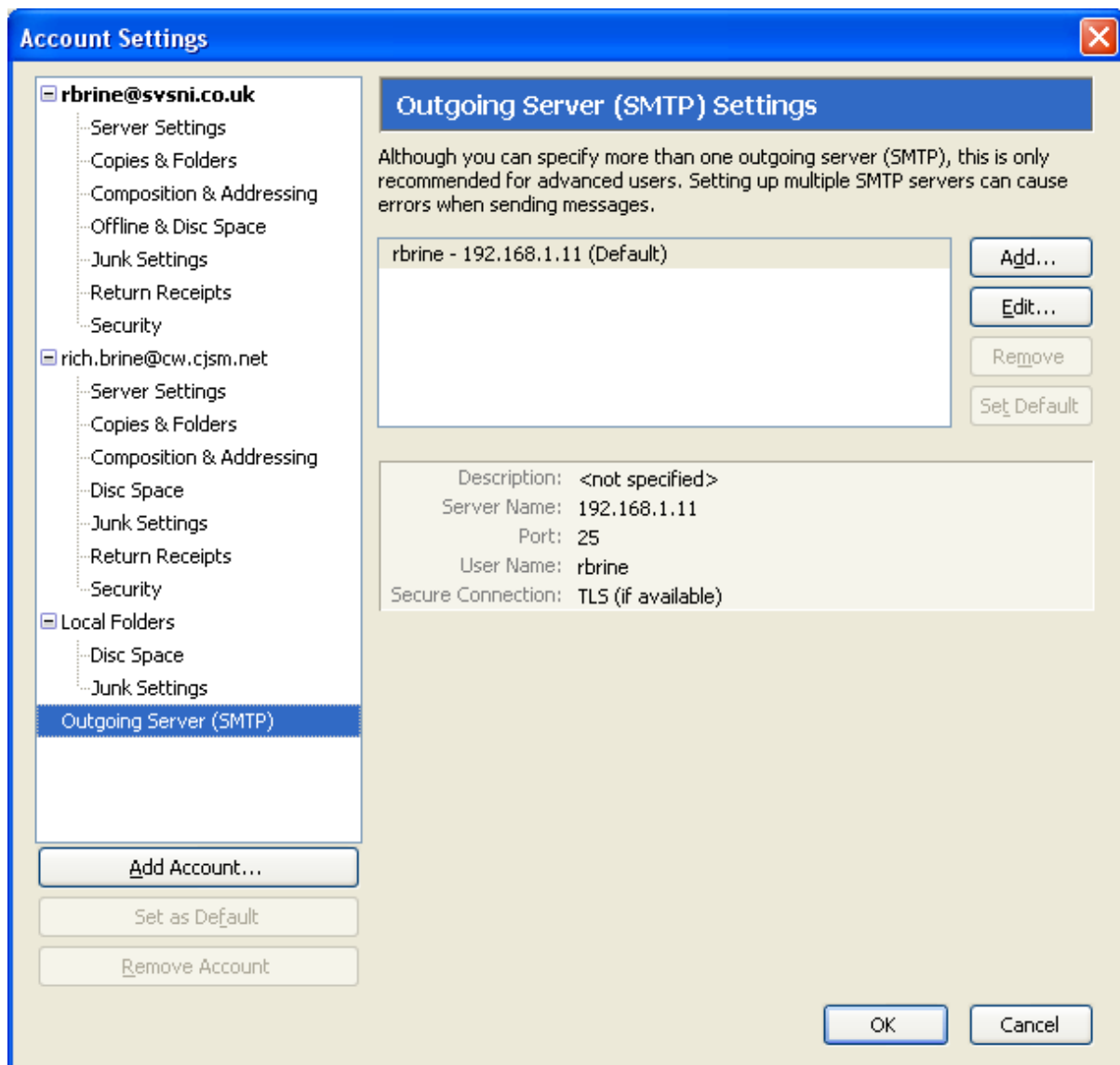
Account Name:

< Back    Next >    Cancel

Set SSL and Port 995 for your account



## Add outgoing server



**SMTP Server** ✕

Settings

Description: CJSM SMTP Mail connection

Server Name: smtp.cjsm.net

Port: 25 Default: 25

Security and Authentication

Use name and password

User Name: rich.brine@cw

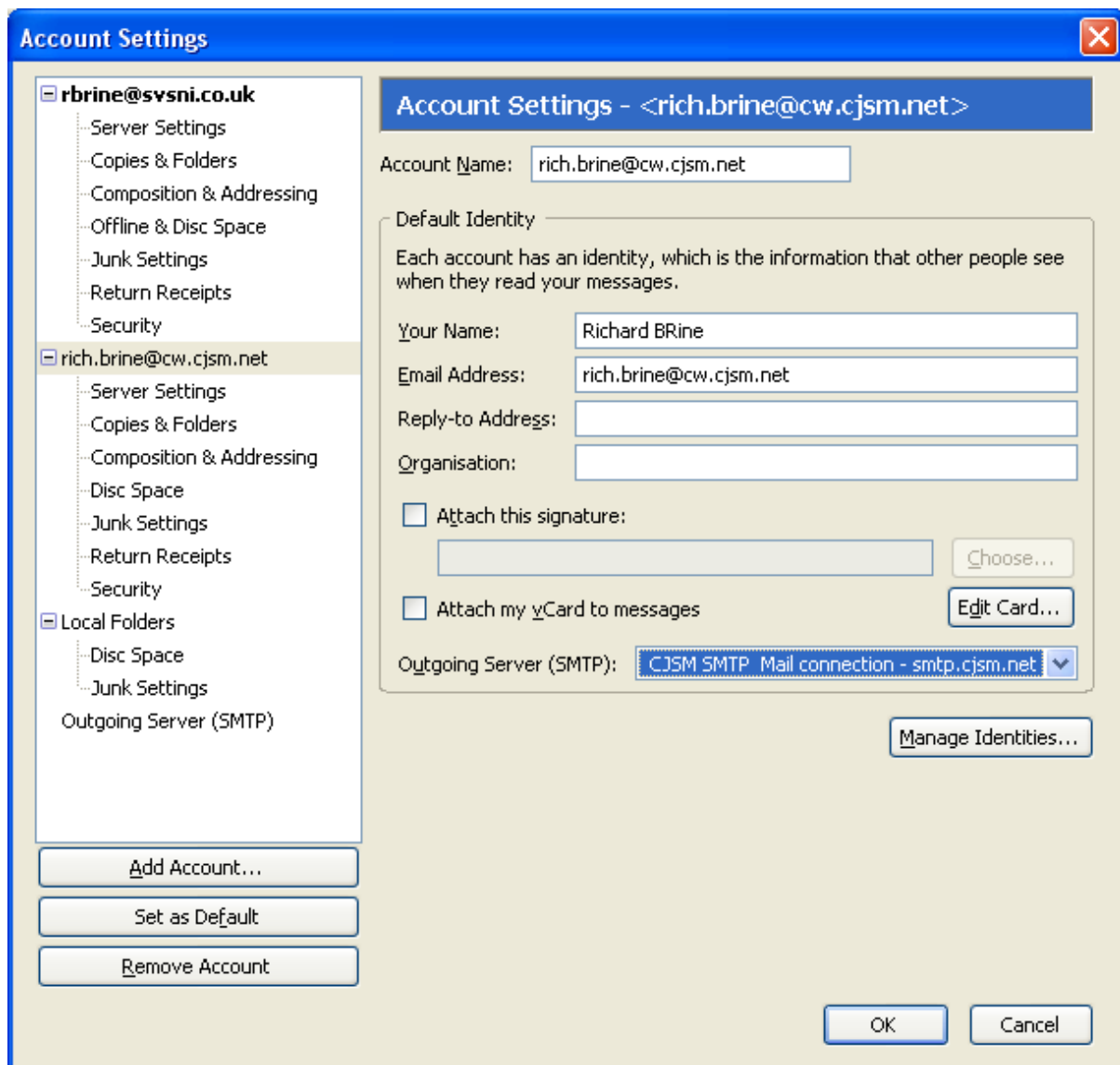
Use secure connection:

No  TLS, if available  TLS  SSL

OK Cancel



Add the new outbound server to your CJSJ POP account.



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