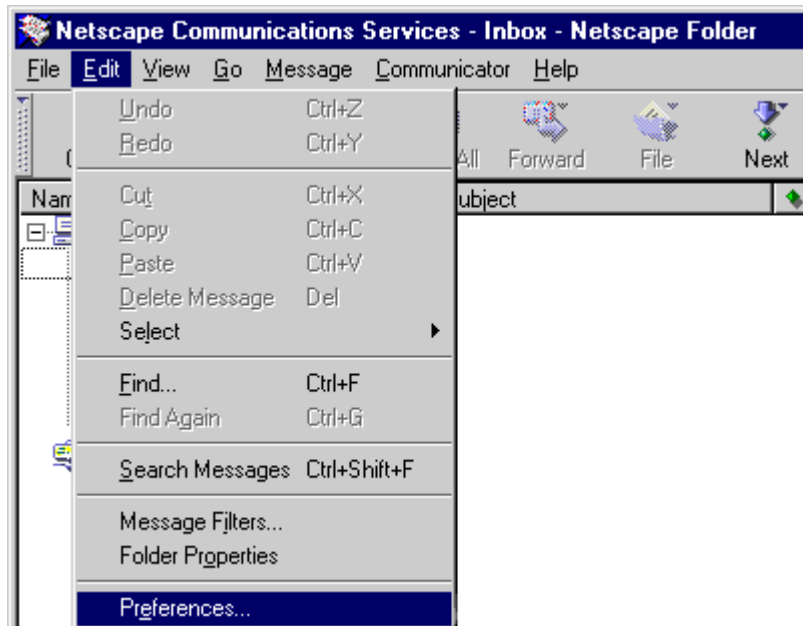
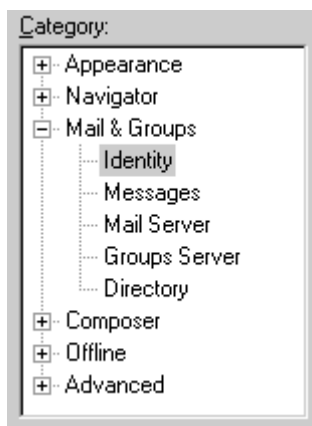


## Setup: Netscape 4.7 (email)

1. To set up an email account in Netscape 4.7, first open it by double-clicking on the Netscape icon on your Desktop. Note: If no icon exists locate Netscape in your "Start" menu.
2. Select **Edit > Preferences...**



3. Click the + next to **Mail & Groups** and select **Identity**.



4. Fill in the **Your name** and **Email address** fields.

**Identity** Set your name, email address, and signature file

The information is needed before you can send mail. If you do not know the information requested, please contact your system administrator or Internet Service Provider.

Your name:

Email address:

Reply-to address(only needed if different from email address):

Organization:

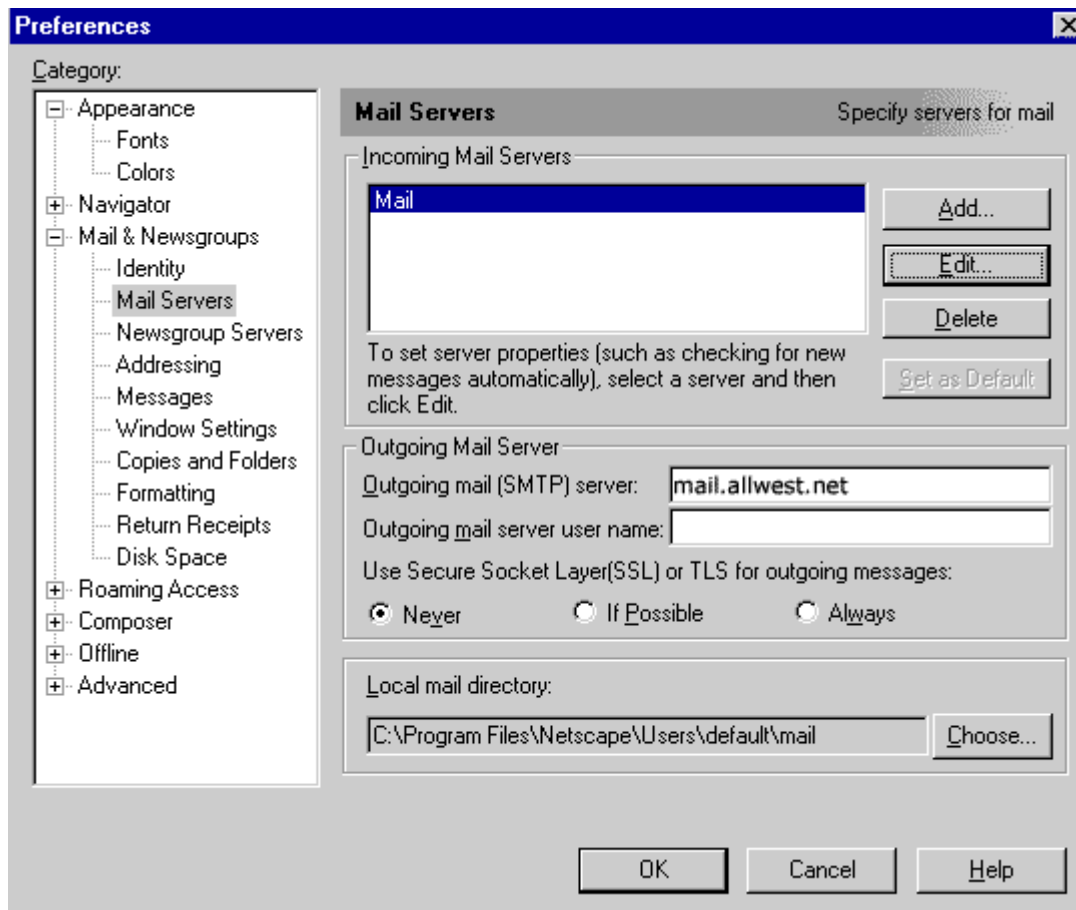
Signature File:

Always attach Address Book Card to messages.

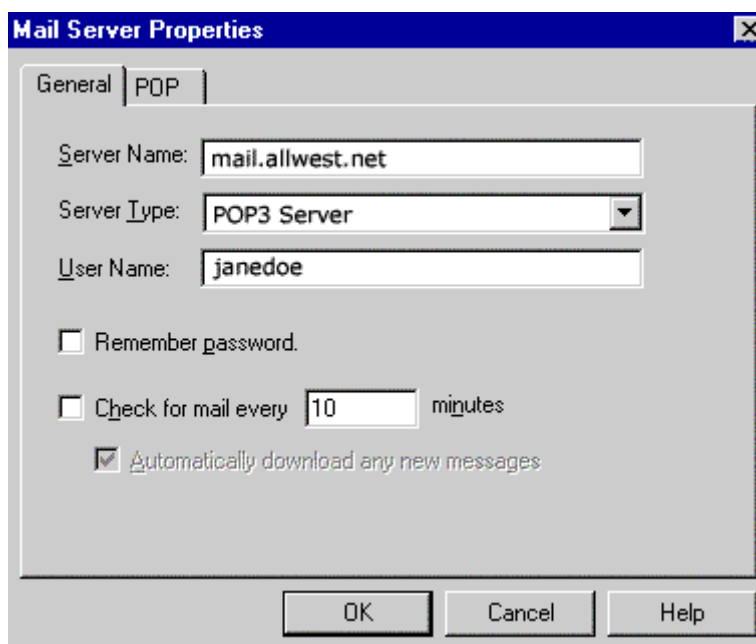
5. Under **Mail & Groups**, select **Mail Server**.



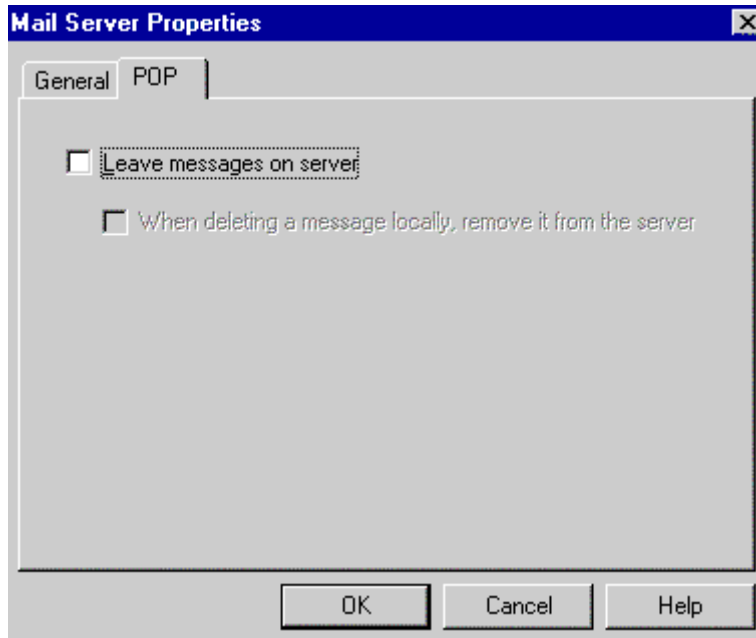
6. Under **Incoming Mail Servers**, click once on **Mail** to highlight it. Then, click on the **Edit** button.



7. Fill in the **Server Name**, **Server Type** and **User Name** as shown below. Then select the **POP** tab.



8. Ensure that **Leave messages on server** is NOT checked. Click **OK**.



9. Ensure that the **Outgoing Mail Server** section is filled out as show below. Then, click **OK**.

