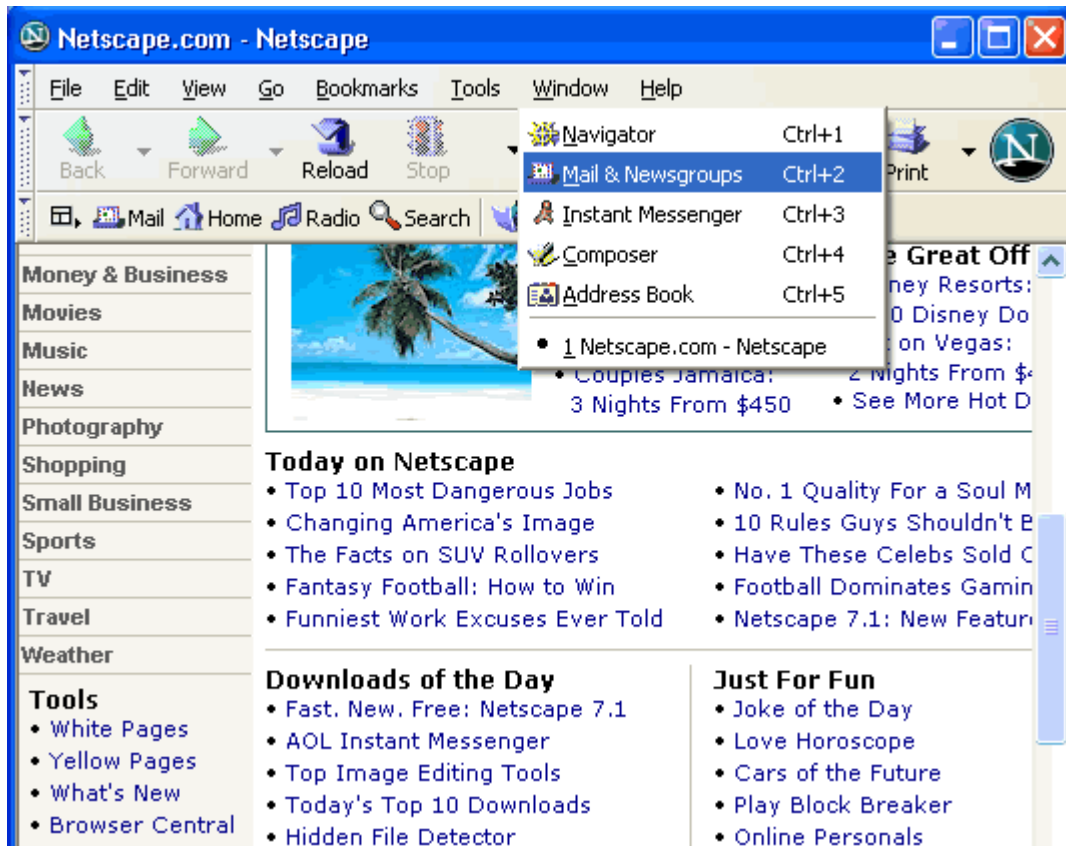
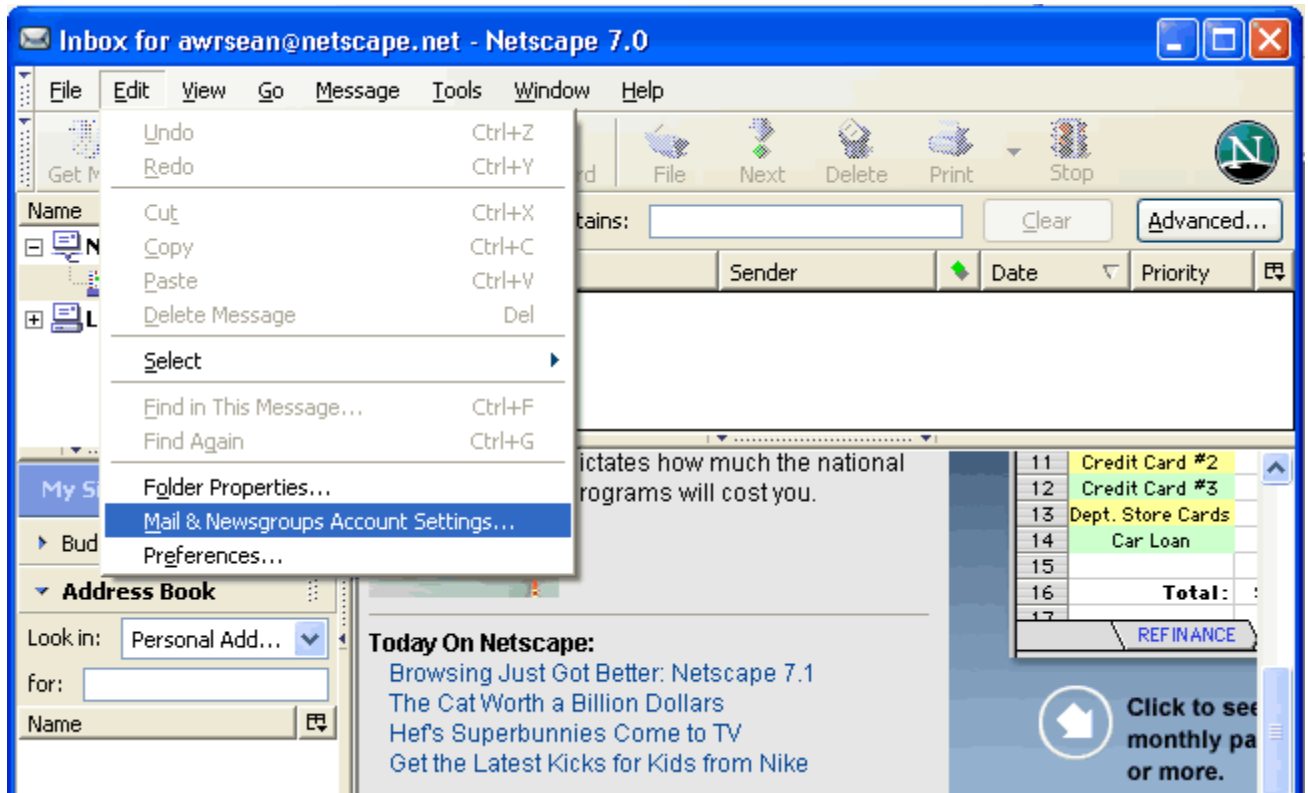


Setup: Netscape 7 (email)

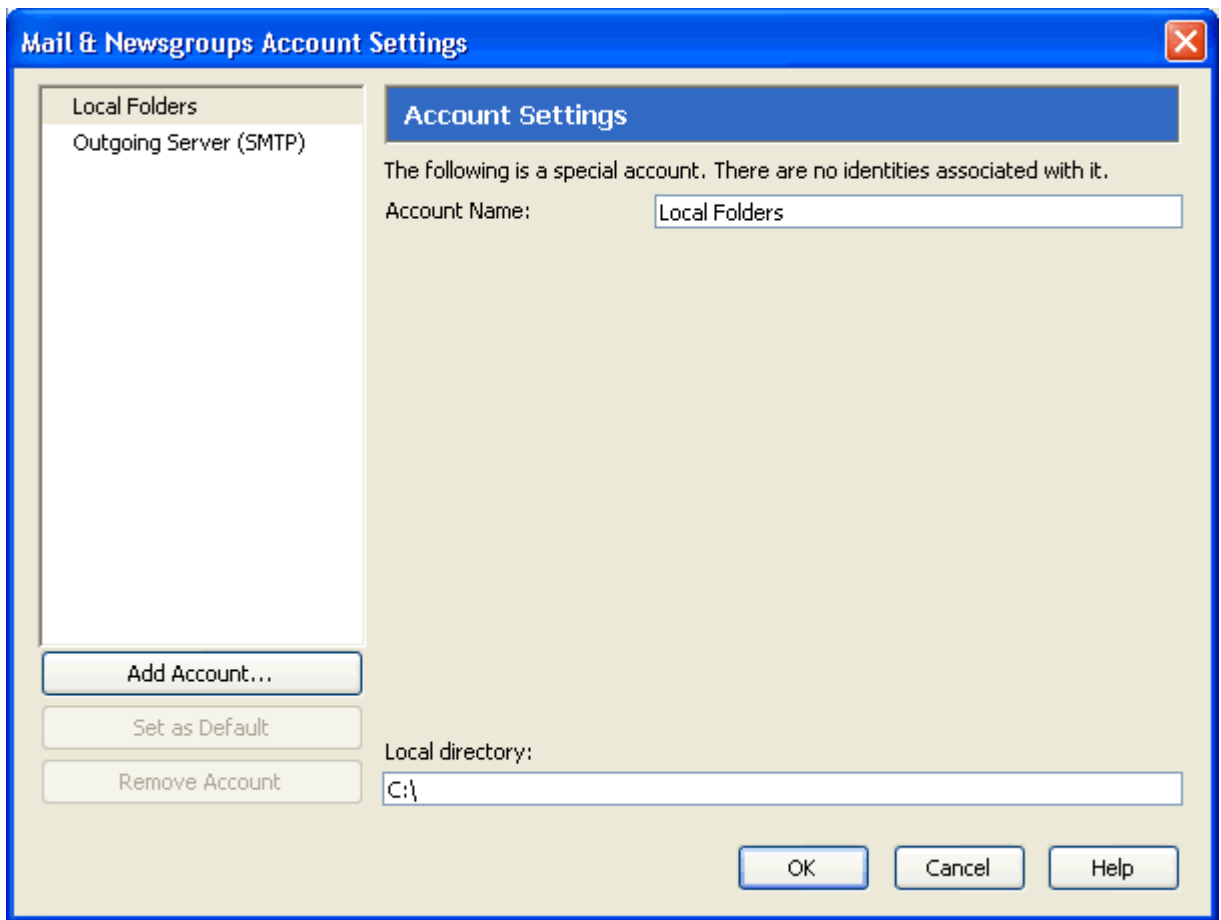
1. To set up an email account in Netscape 7, first open it by double-clicking on the Netscape icon on your Desktop. Note: If no icon exists locate Netscape in your "Start" menu.
2. An 'Account Wizard' screen may pop-up. If so, go to step 5. Otherwise, choose **Window > Mail & Newsgroups**. A new window will appear.



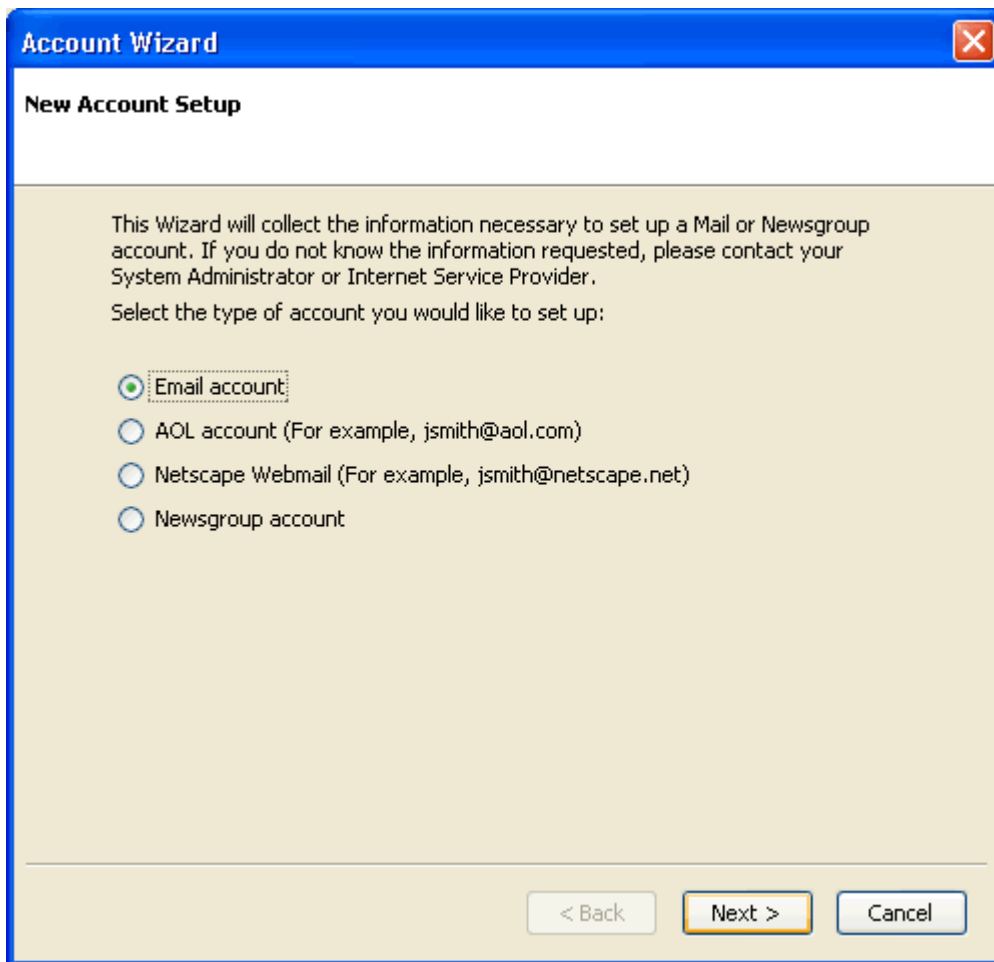
3. Choose **Edit > Mail & Newsgroups Account Settings...** A new window will appear.



4. Click **Add Account**. A new window will appear.



5. You are now in the 'Account Wizard'. **Email Account** should be selected. Click **Next**.



6. Enter **Your Name** and **Email Address**. Click **Next**.

Account Wizard ✕

Identity

Each account can have its own 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:

7. Enter mail.allwest.net for both **Incoming Server** and **Outgoing Server**. Click **Next**.

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:

Enter the name of your outgoing server (SMTP) (for example, "smtp.example.net").

Outgoing Server:

8. Verify that your **User Name** is correct. Click **Next**.

Account Wizard ✕

User Name

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

User Name:

< Back Next > Cancel

9. Enter an **Account Name** (example 'Allwest Account'). Click **Next**.

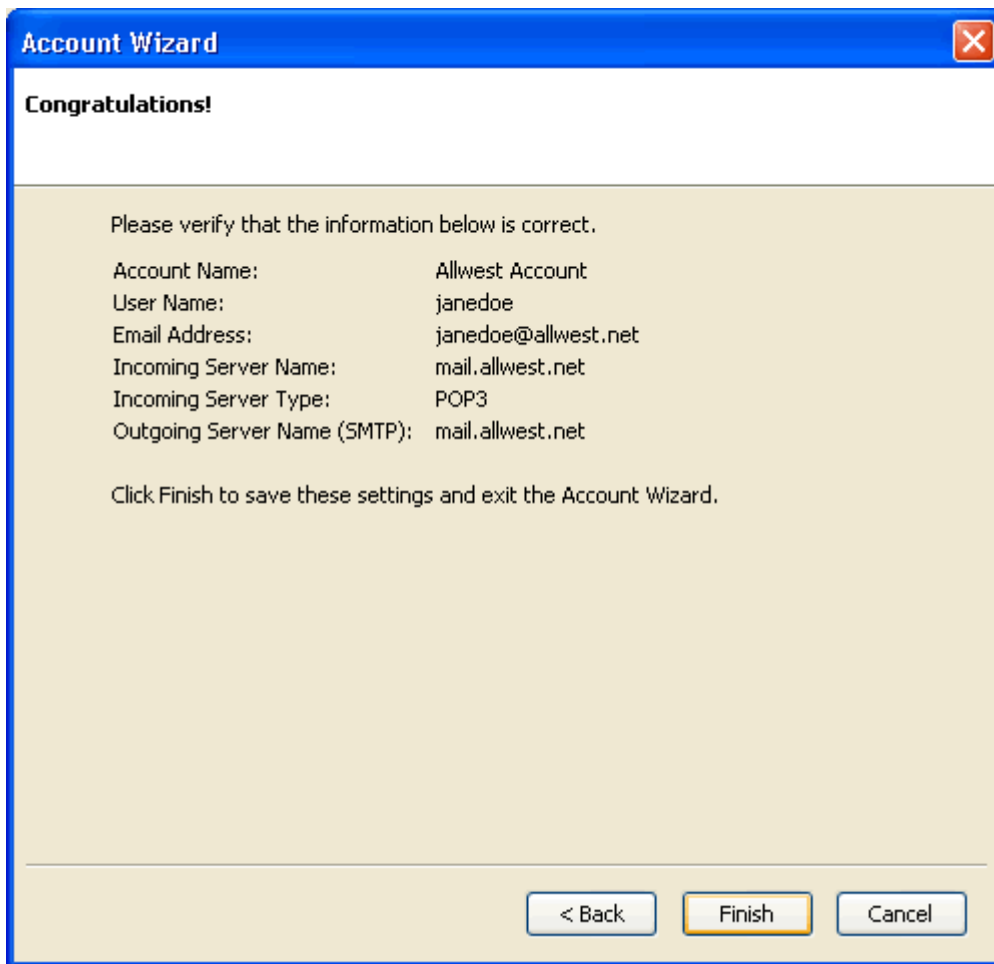
Account Wizard ✕

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:

10. You are finished. Click **Finish**.



11. You may now check your mail by clicking on the **Get Msgs** button in the main Netscape Mail window.