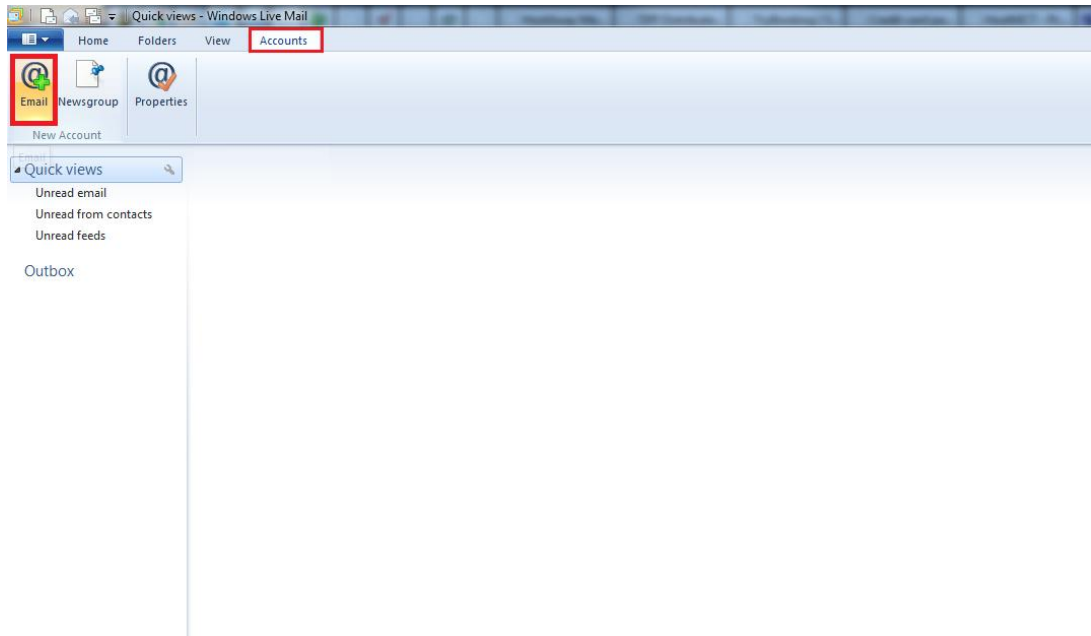
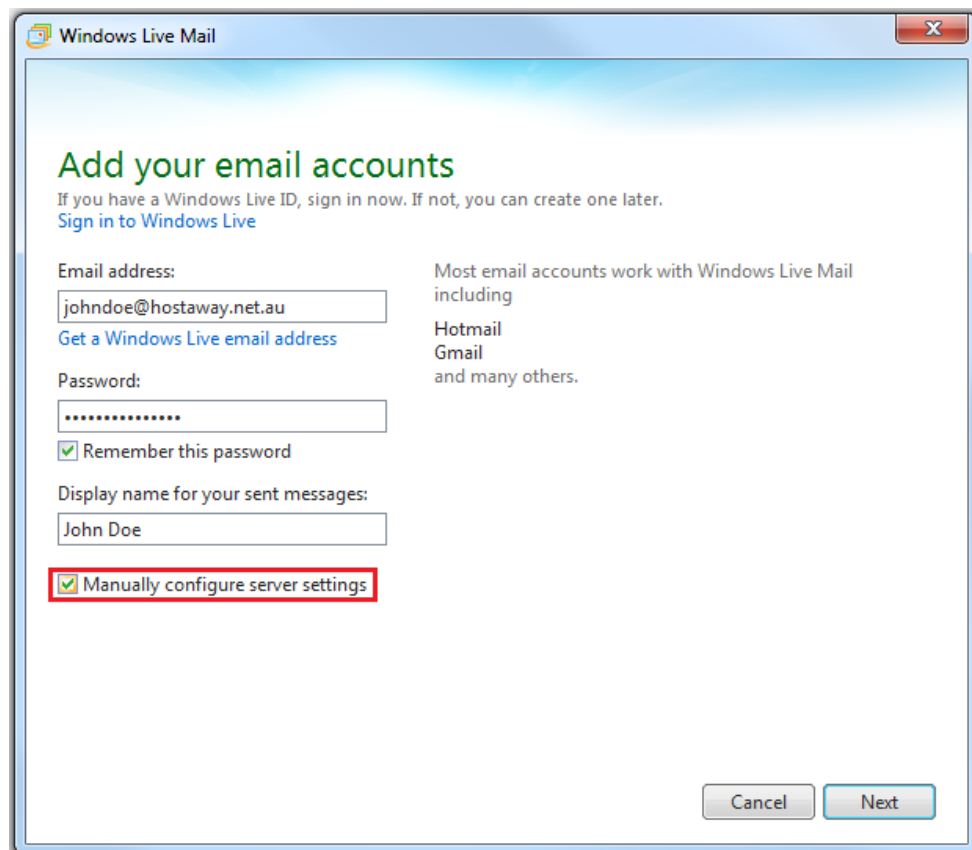


Setting up E-Mail Accounts in Windows Live Mail

1. Click on the “Accounts” menu item across the top followed by the “Email” button.



2. Fill in the requested details of your account as shown below. Make sure to tick the “Manually configure server settings”

A screenshot of the "Add your email accounts" dialog box in Windows Live Mail. The title bar reads "Windows Live Mail". The main heading is "Add your email accounts" in green. Below the heading, it says "If you have a Windows Live ID, sign in now. If not, you can create one later." and provides a link "Sign in to Windows Live". The form contains several fields: "Email address:" with the value "johndoe@hostaway.net.au" and a link "Get a Windows Live email address"; "Password:" with a masked password field and a checked checkbox "Remember this password"; "Display name for your sent messages:" with the value "John Doe"; and a checked checkbox "Manually configure server settings" which is highlighted with a red box. To the right of the form, it says "Most email accounts work with Windows Live Mail including Hotmail, Gmail and many others." At the bottom right, there are "Cancel" and "Next" buttons.

3. Follow the following instructions to fill out this page:

Server Type: Either POP or IMAP. If unsure use POP

Server Address: mail.hostaway.net.au

Port: 110

Authenticate Using: Clear Text

Logon User Name: Your email address (ex. johndoe@hostaway.net.au)

Outgoing Server Address: If using a laptop just use mail.hostaway.net.au, if on a desktop it is better to use your ISPs mail server. Common ones are listed below

AAPT - mail.aapt.net.au

Bigpond - mail.bigpond.com

Dodo - smtp.dodo.com.au

iiNet - mail.iinet.net.au

Internode - mail.internode.on.net

iPrimus - smtp.iprimus.com.au

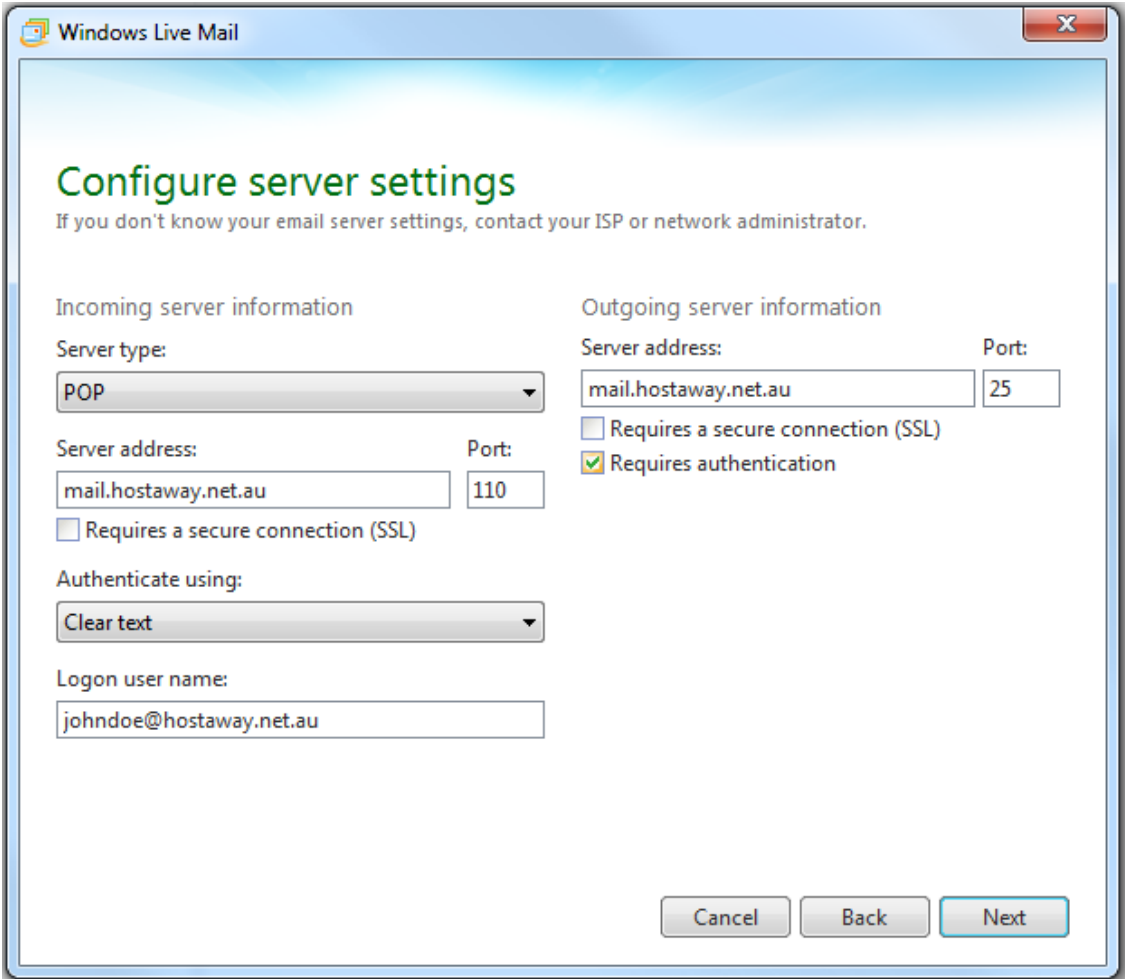
Optus - mail.optusnet.com.au

TPG - mail.tpg.com.au

If your ISP isn't listed above you should be able to find the mail server on their website or by giving them a call.

Port: Usually 25. For mail.hostaway.net.au use 587

Requires Authentication: Ticked if using mail.hostaway.net.au as outgoing server otherwise leave un-ticked.



The screenshot shows the 'Configure server settings' dialog box in Windows Live Mail. The window title is 'Windows Live Mail'. The main heading is 'Configure server settings' in green, with a subtitle: 'If you don't know your email server settings, contact your ISP or network administrator.' The dialog is divided into two columns: 'Incoming server information' and 'Outgoing server information'. In the 'Incoming server information' column, 'Server type:' is set to 'POP', 'Server address:' is 'mail.hostaway.net.au', 'Port:' is '110', 'Authenticate using:' is 'Clear text', and 'Logon user name:' is 'johndoe@hostaway.net.au'. In the 'Outgoing server information' column, 'Server address:' is 'mail.hostaway.net.au', 'Port:' is '25', and 'Requires authentication' is checked. There are three buttons at the bottom: 'Cancel', 'Back', and 'Next'.

4. You should then receive the following message letting you know the account has been added. Click Finish to close this box and return to Windows Live Mail.

