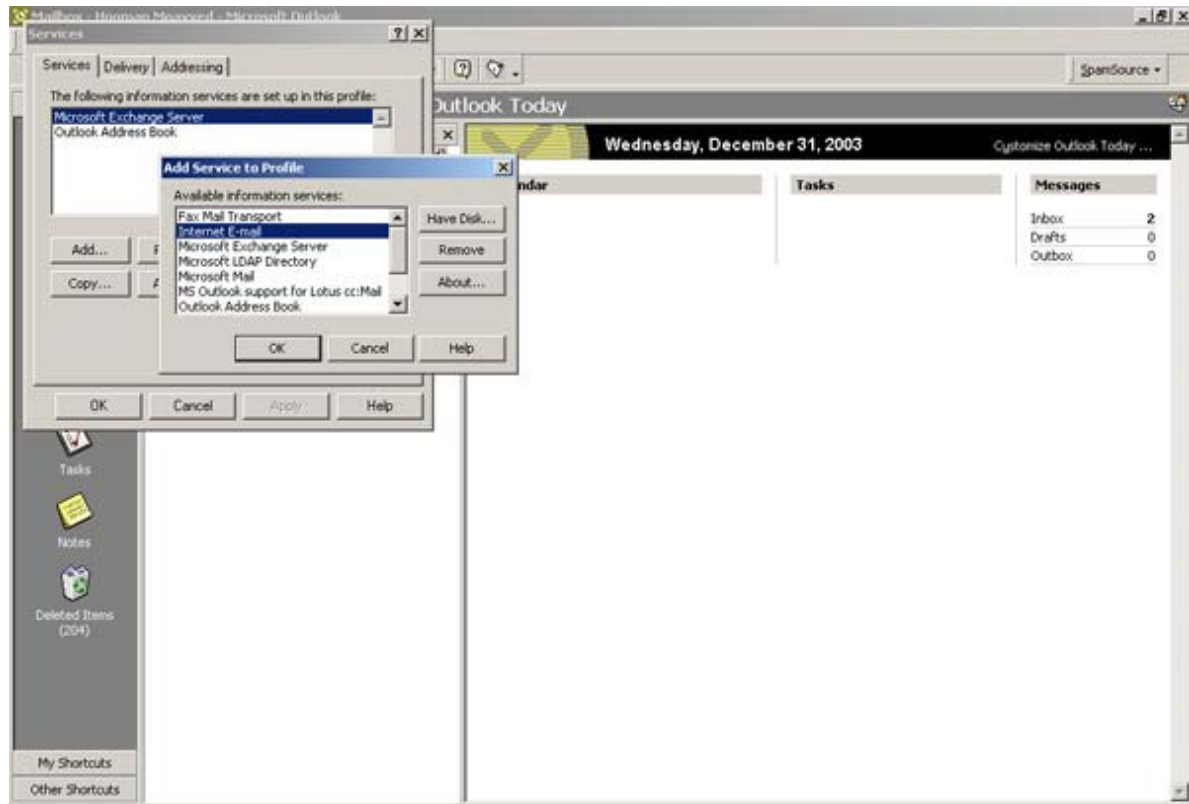


1. Click **Tools, Services** (or **Accounts**) and then Click **Add**.

Choose **Internet Email** and click **OK**.

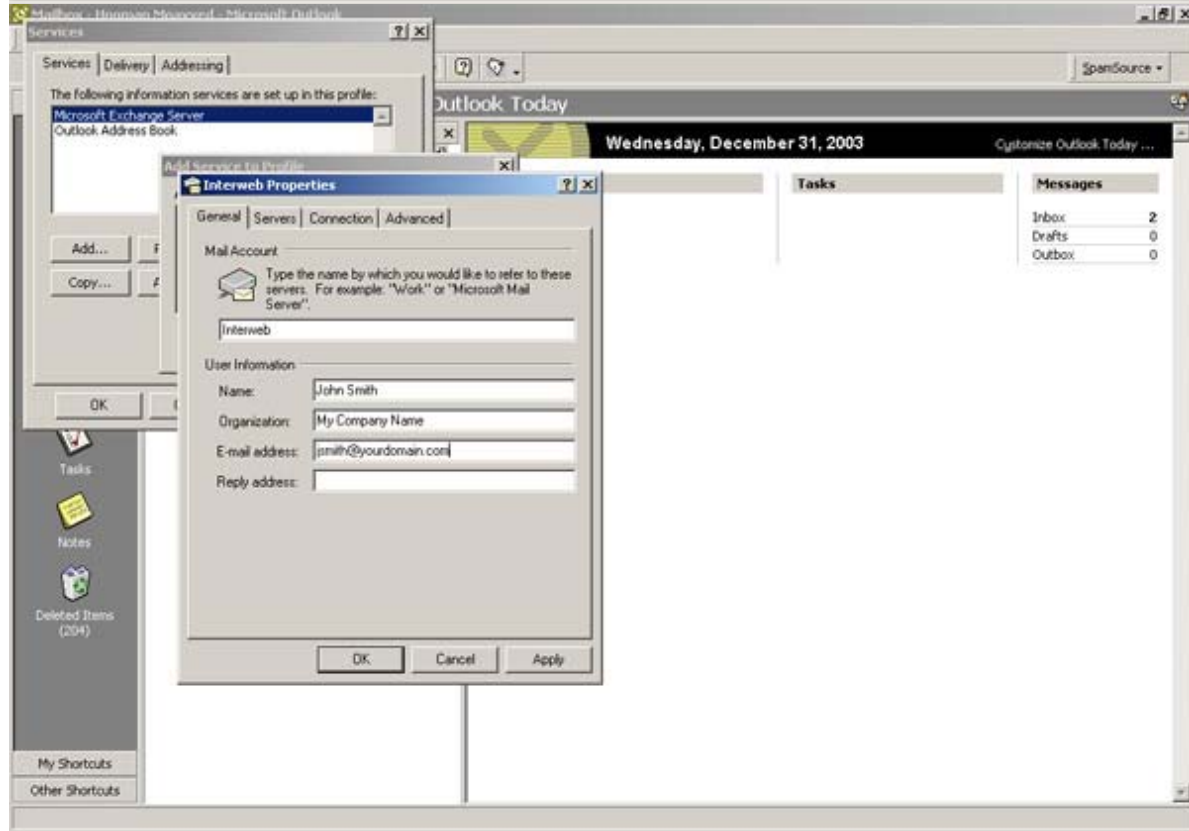


2. Under the **General** tab, enter **Interweb** under the **Mail Account** name. Enter your full name under **Name**.

Enter your company name under **Organization**. This is optional.

Enter your full email address under **Email address**.

The **Reply address** is optional.



3. Click the **Servers** tab.  
For incoming and outgoing mail servers, enter either mail.yourdomain.xxx (replace yourdomain.xxx with the domain name being hosted) or mail.interwebnetworks.com.

Enter your full email address under **Account name** and then your password.

Clicking **Remember password** is optional.

Make sure **Log on using Secure Password Authentication** is NOT checked.

Make sure that **My server requires authentication** is checked.  
Click **OK** three times.

You are now ready to begin sending and receiving email!

If you still require assistance, please call Interweb New Media's support at 214-503-7447 or refer to our web site at [www.interwebnewmedia.com](http://www.interwebnewmedia.com).

