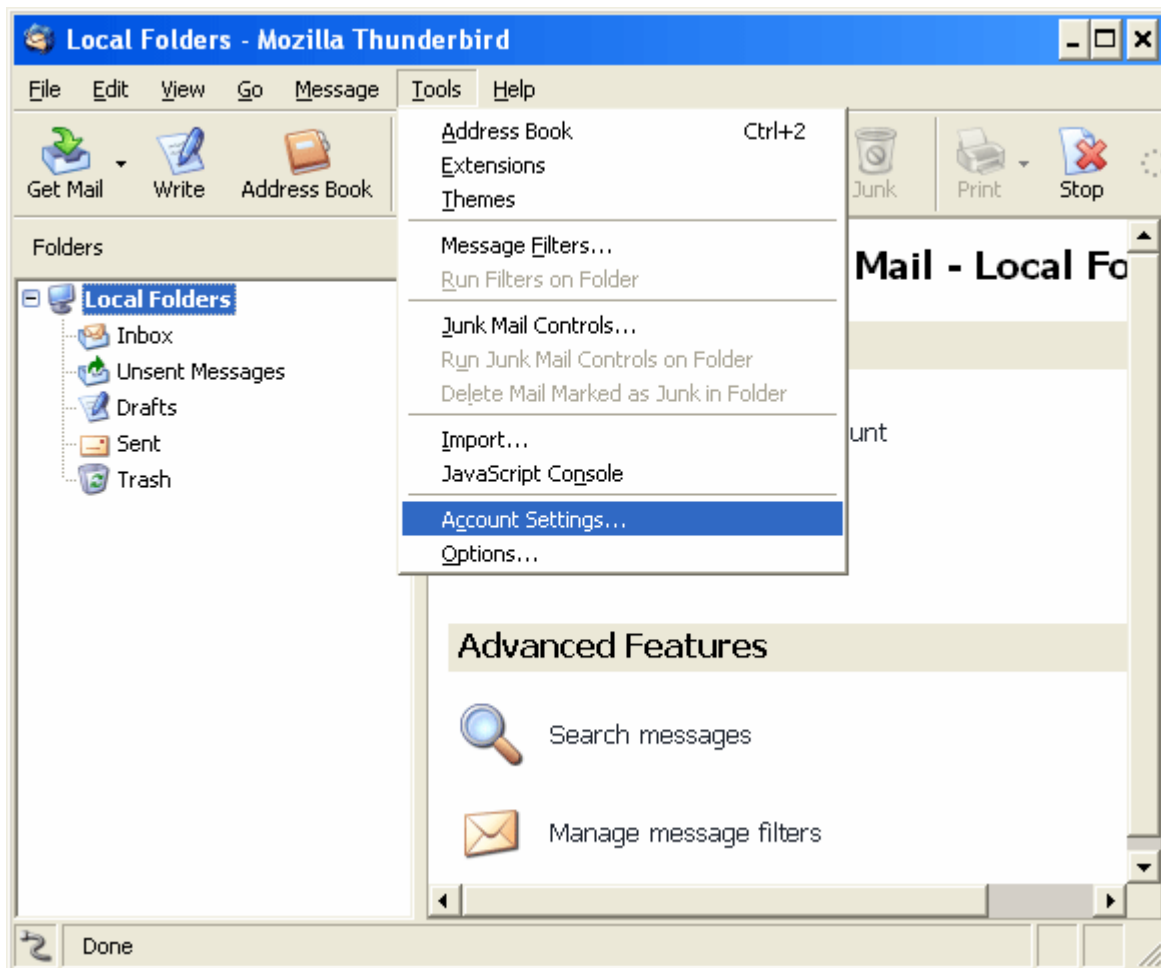


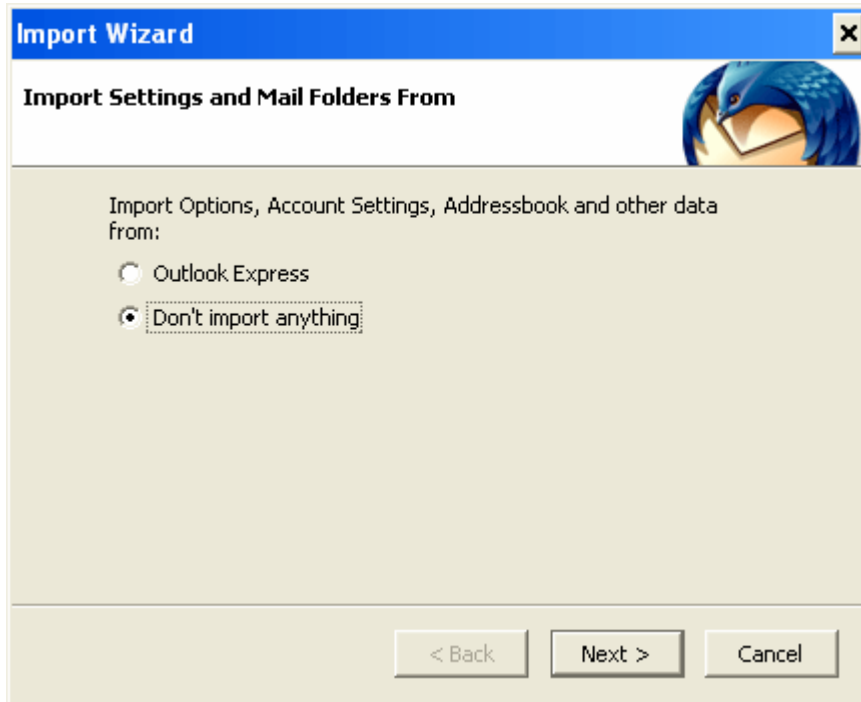
How to Setup your E-mail Account - Mozilla Thunderbird 1.0.5

This document will show you how to configure Mozilla Thunderbird to be able to send and receive your e-mail.

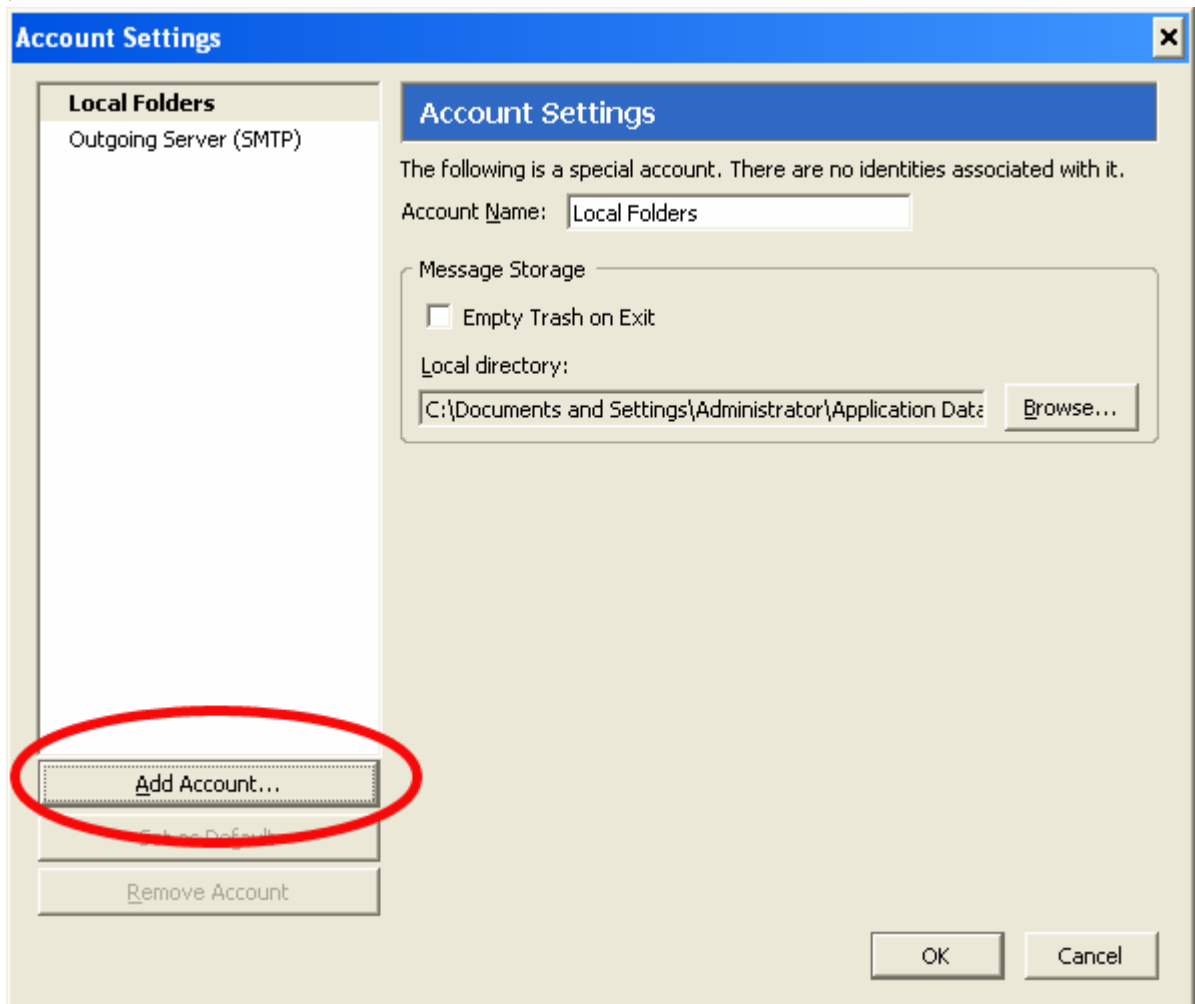
1 - Open Thunderbird, go to the Tools menu and choose Account Settings



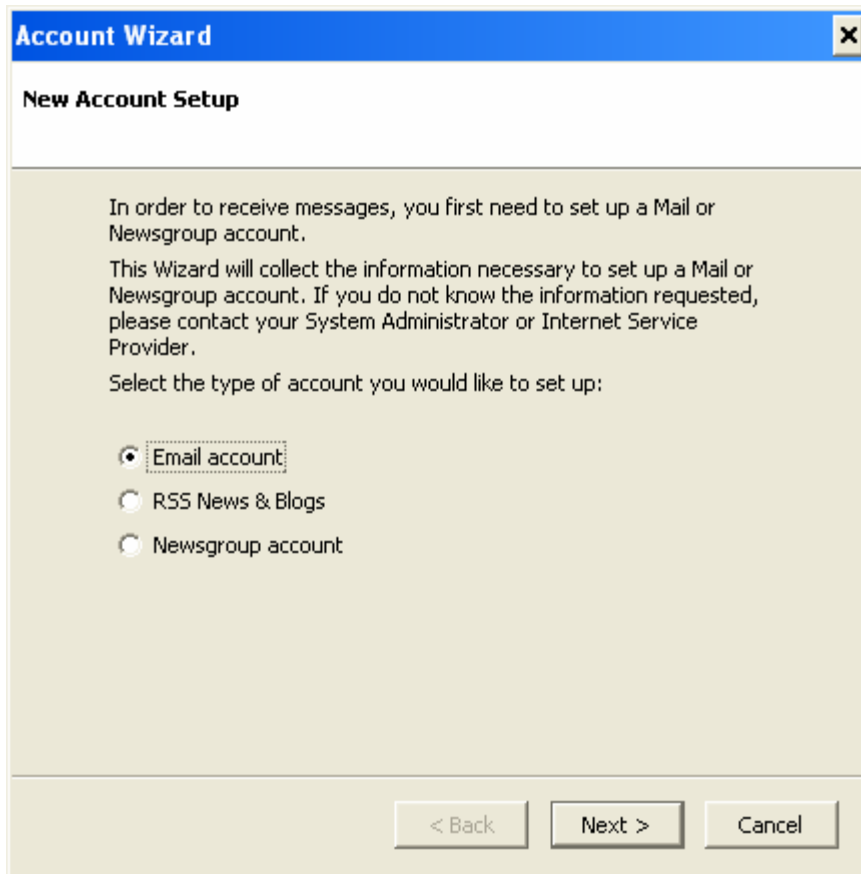
Note: if you're using Thunderbird for the first time (for example, if you just installed it), you will have to follow these steps: choose whether you wish to import anything or not, then click next, and go directly to step 3.



2 - Click on Add Account in the lower left-hand corner.



3 - The Account Wizard will pop up. Choose the first option - Email account - and click Next.



4 - Identity

Type in your display name in the Your Name field (this is the name that will be shown in the *From* field when you send messages).

Enter your full email address in the box underneath, called Email Address. For example, username@tedata.net.eg

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:

< Back Next > Cancel

5 - Server Information

Type of incoming server: select POP (unless you wish to use IMAP instead)

Incoming Server: mail.tedata.net.eg

Use Global Inbox is checked by default, but you can uncheck it if you wish (read the information)

Outgoing Server: out.tedata.net.eg

Account Wizard [X]

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:

Uncheck this checkbox 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)

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

Outgoing Server:

< Back Next > Cancel

6 - User Names

Your Incoming User Name and your Outgoing User Name will be the same.

Your User Name is the first part of your tedata.net address.

If your email address is username@tedata.net.eg, then your username will be username.

The image shows a screenshot of a software dialog box titled "Account Wizard". The window has a blue title bar with a close button (X) in the top right corner. Below the title bar, the text "User Names" is displayed in a bold font. The main area of the dialog is light beige and contains two sections of text and input fields. The first section says "Enter the incoming user name given to you by your email provider (for example, 'jsmith')." followed by a text input field labeled "Incoming User Name:" containing the text "username". The second section says "Enter the outgoing user name given to you by your email provider (this is typically the same as your incoming user name)." followed by a text input field labeled "Outgoing User Name:" containing the text "username". At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

7 - Account Name

This will be just a nickname for your email account, a way for you to refer to this account. You can name it "tedata Account", or "Work Account", or "John's Email Account", etc...

Type a name for your email account and 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").

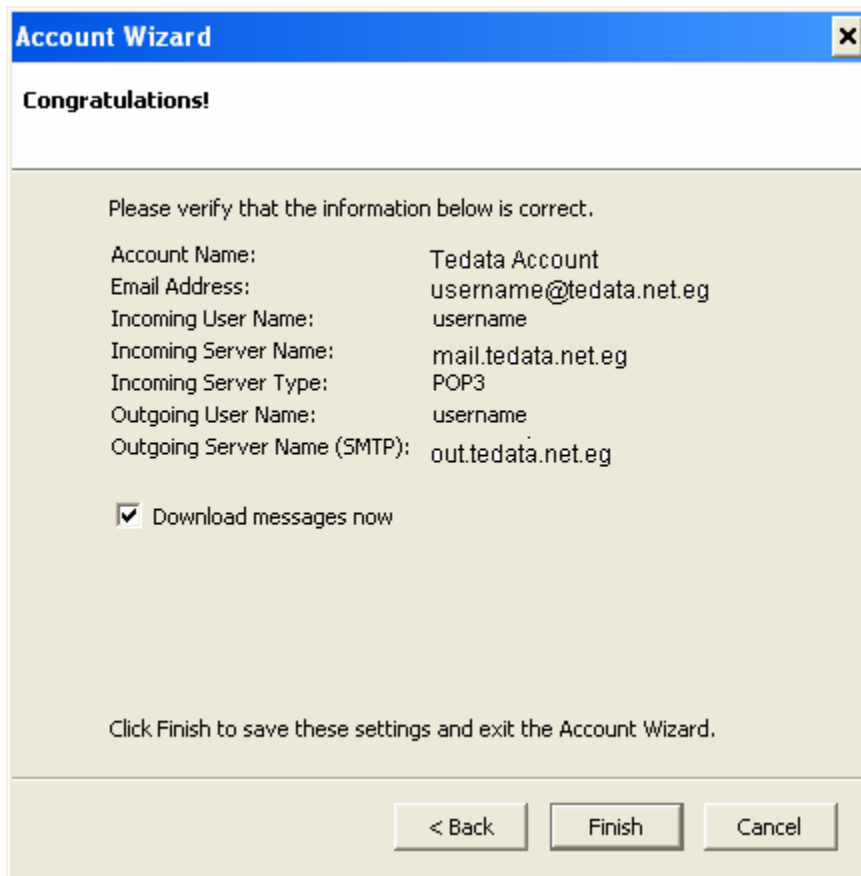
Account Name:

< Back Next > Cancel

8 - Congratulations!

You will now see a screen containing a summary of all the information you entered. If you are connected to the Internet already, you can check the box that says Download messages now, otherwise, uncheck it (you need to be connected to download your messages).

You can now click Finish.



9 - When you first download your messages, you will be prompted for a password. Please type your Tedata email's password, and check the box that says Use Password Manager to remember this password (unless you prefer to be prompted for a password every single time you check your mail). Click OK to confirm and to start downloading your messages.



Here's a copy of the warning message you will get when you click OK. Click the OK button to close that box.



Similarly, **you will be prompted for a password the first time you will try to send a message.** When you are, please enter your email password again. This password is required to send mail, but if you check the box that says Use Password Manager to remember this password, you won't have to type it again.

Congratulations, you have finished setting up your email account!



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::: For Further Informations Call Us At 19777 :::

