

Bangla Phone Limited

Microsoft Outlook 2007 POP3+SSL Setting



Connect Anytime Anywhere

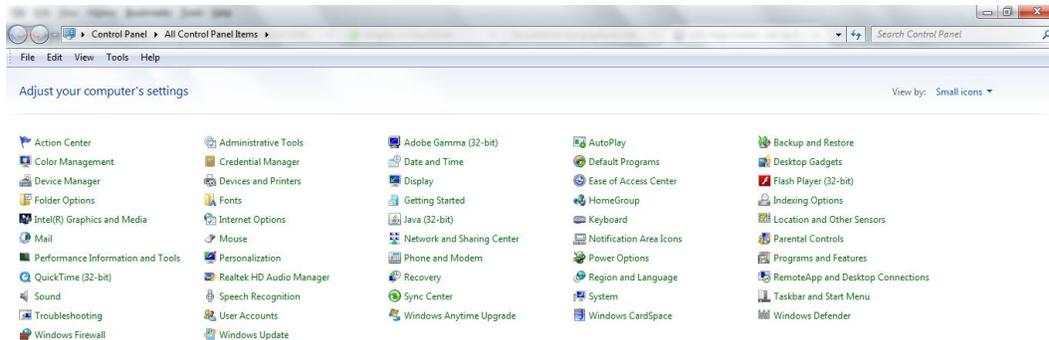
সংযোগে - সবসময় - সবখানে

Step 1

On your computer, click the **Start Menu** and select **Control Panel**.

Step 2

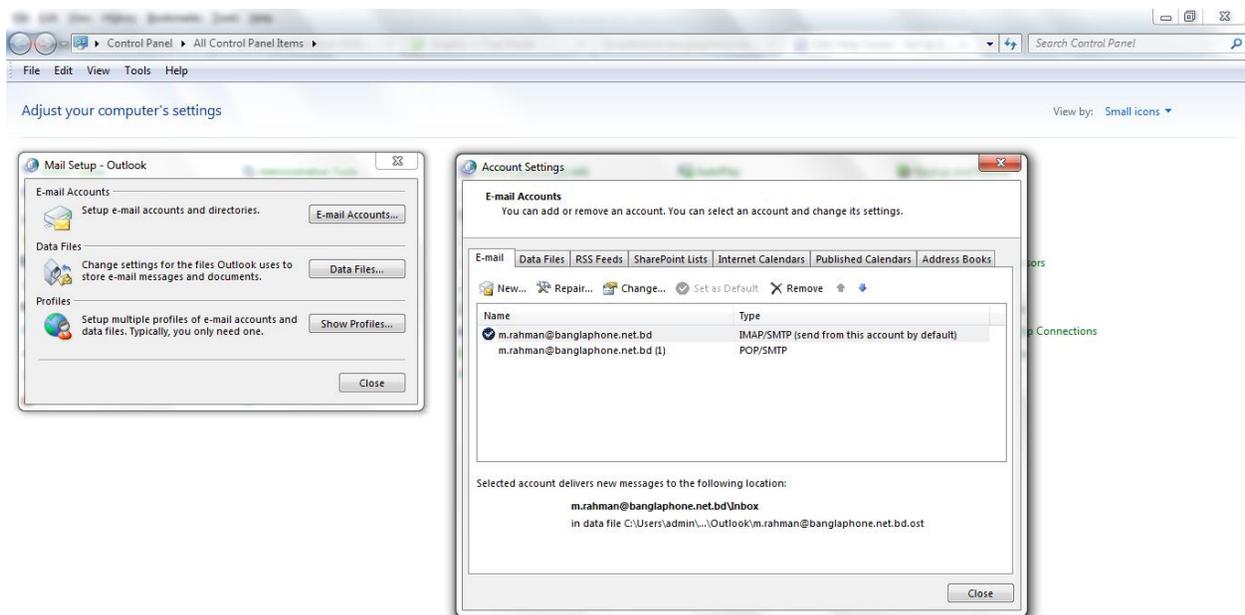
If using Windows XP, **double-click** the **Mail** icon.



Step 3

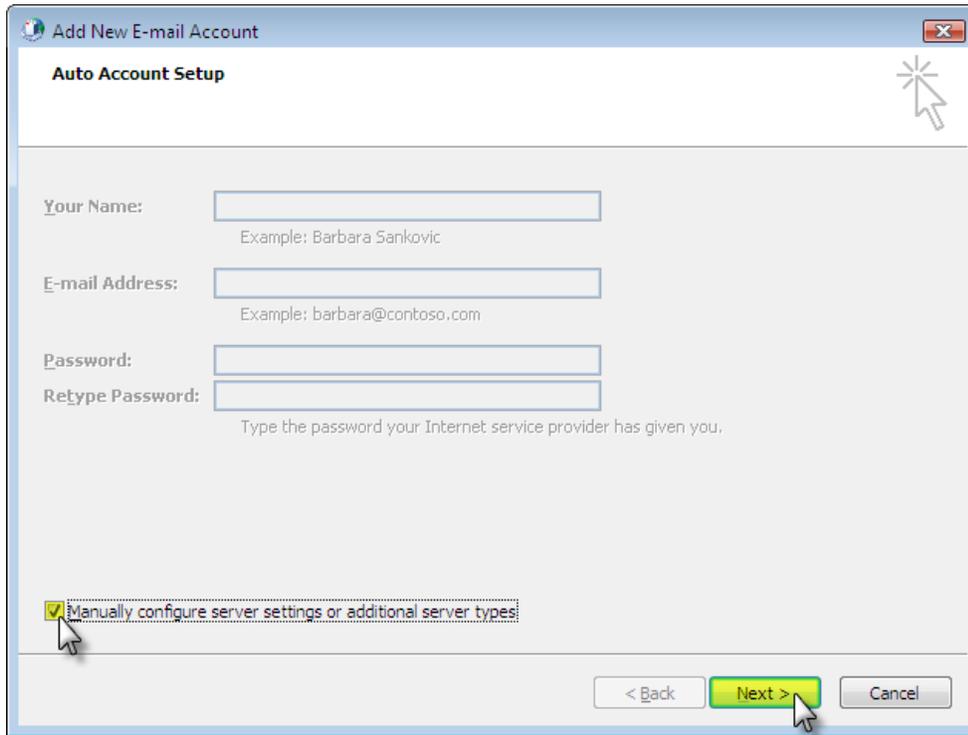
Click the **E-mail Accounts** button.

Under the **E-mail** tab, click the **New** button to add your e-mail account.



Step 4:

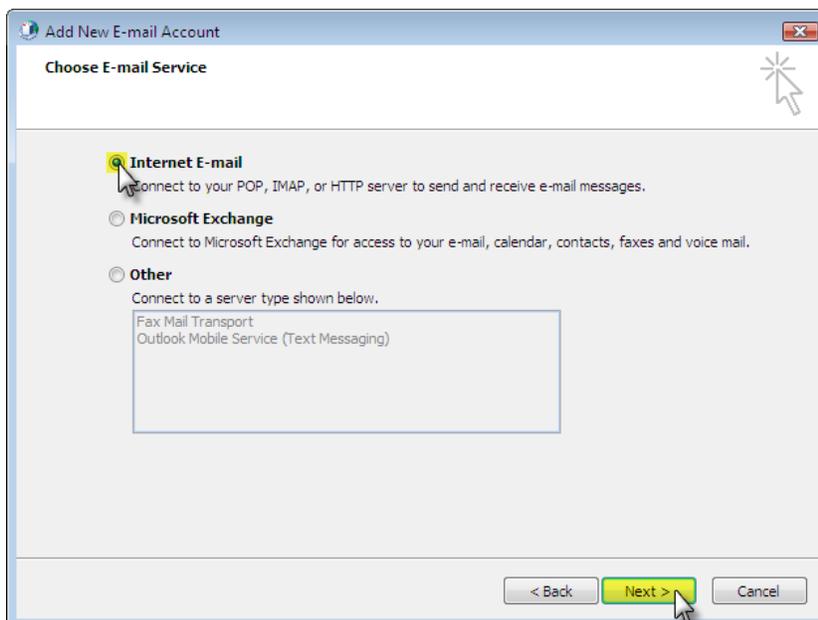
Select **manually configure server settings or additional server types** and then click the **Next** button.



The screenshot shows the 'Add New E-mail Account' dialog box with the 'Auto Account Setup' tab selected. The dialog has a title bar with a close button. Below the title bar, the text 'Auto Account Setup' is displayed. There are four input fields: 'Your Name:' with an example 'Barbara Sankovic', 'E-mail Address:' with an example 'barbara@contoso.com', 'Password:', and 'Retype Password:' with a note 'Type the password your Internet service provider has given you.'. At the bottom, there is a checkbox labeled 'Manually configure server settings or additional server types' which is checked. Below the checkbox are three buttons: '< Back', 'Next >', and 'Cancel'. A mouse cursor is pointing at the 'Next >' button.

Step 05:

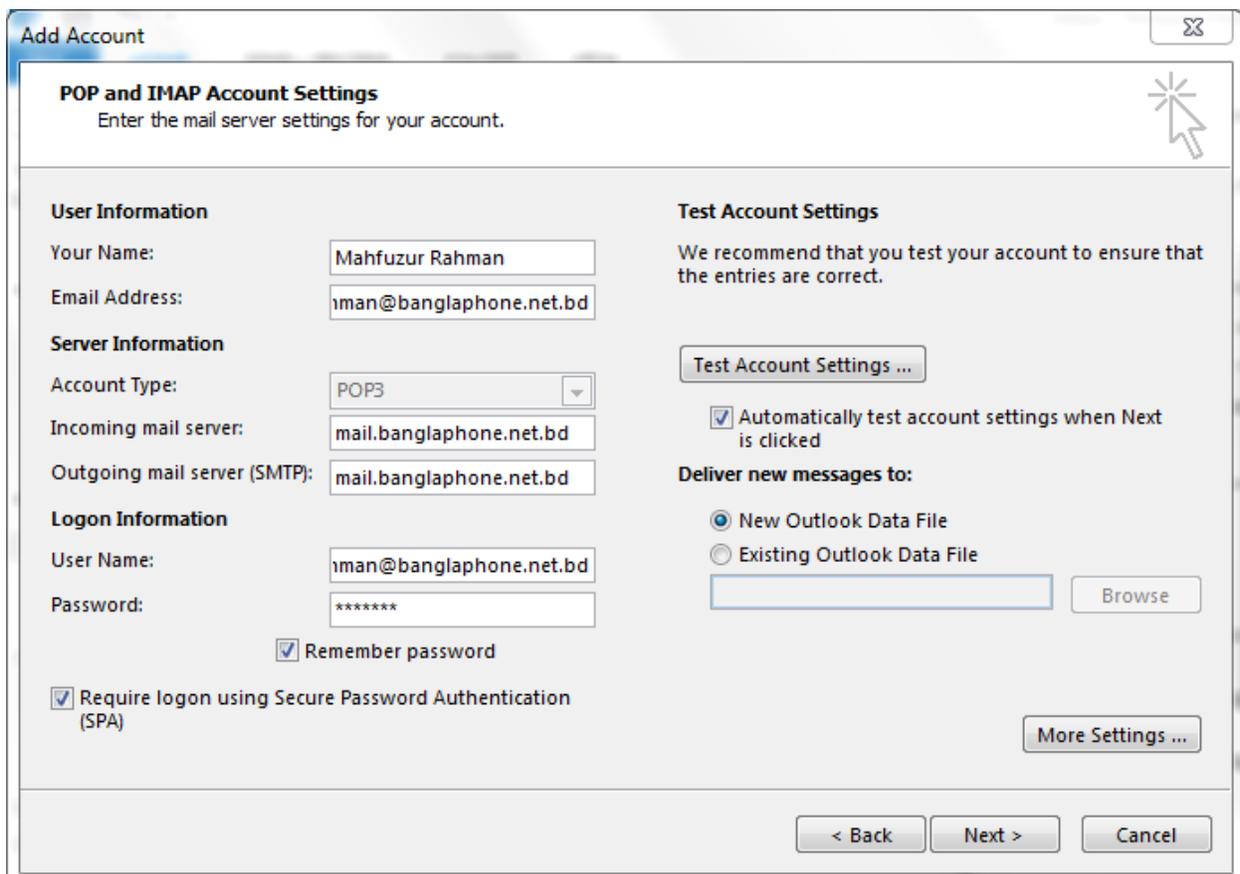
Select the **POP3** type of account and then click the **Next** button.



The screenshot shows the 'Add New E-mail Account' dialog box with the 'Choose E-mail Service' tab selected. The dialog has a title bar with a close button. Below the title bar, the text 'Choose E-mail Service' is displayed. There are three radio button options: 'Internet E-mail' (selected), 'Microsoft Exchange', and 'Other'. The 'Internet E-mail' option has a description: 'Connect to your POP, IMAP, or HTTP server to send and receive e-mail messages.'. The 'Microsoft Exchange' option has a description: 'Connect to Microsoft Exchange for access to your e-mail, calendar, contacts, faxes and voice mail.'. The 'Other' option has a description: 'Connect to a server type shown below.' and a list of server types: 'Fax Mail Transport' and 'Outlook Mobile Service (Text Messaging)'. At the bottom, there are three buttons: '< Back', 'Next >', and 'Cancel'. A mouse cursor is pointing at the 'Next >' button.

Step 06:

- Enter **Your Name**. This is the name that will appear when others receive your e-mail.
- Enter **your e-mail address**.
- Make sure that **POP3** is selected from the **Account Type** drop-down box.
- Enter **mail.banglaphone.net.bd** as the **Incoming mail server**.
- Enter **mail.banglaphone.net.bd** as the **Outgoing mail server (SMTP)**
- Enter **your full e-mail address** as the **User Name**
- Enter the e-mail account's **Password**.
- Check the box for **Remember password** if you do not want to enter your password every time you check or send mail from this account.
- Check the box for **Require logon using Secure Password Authentication (SPA)**.
- Click the **More Settings** button and flow **Step 07** and **Step 08**.



The screenshot shows a Windows-style dialog box titled "Add Account" with a close button in the top right corner. The main heading is "POP and IMAP Account Settings" with a subtitle "Enter the mail server settings for your account." and a mouse cursor icon in the top right. The dialog is divided into two columns. The left column contains sections for "User Information", "Server Information", and "Logon Information". The right column contains "Test Account Settings" and "Deliver new messages to:". At the bottom, there are "More Settings ..." and "Cancel" buttons, and a navigation bar with "< Back", "Next >", and "Cancel" buttons.

Add Account [Close]

POP and IMAP Account Settings
Enter the mail server settings for your account.

User Information

Your Name:

Email Address:

Server Information

Account Type:

Incoming mail server:

Outgoing mail server (SMTP):

Logon Information

User Name:

Password:

Remember password

Require logon using Secure Password Authentication (SPA)

Test Account Settings

We recommend that you test your account to ensure that the entries are correct.

Automatically test account settings when Next is clicked

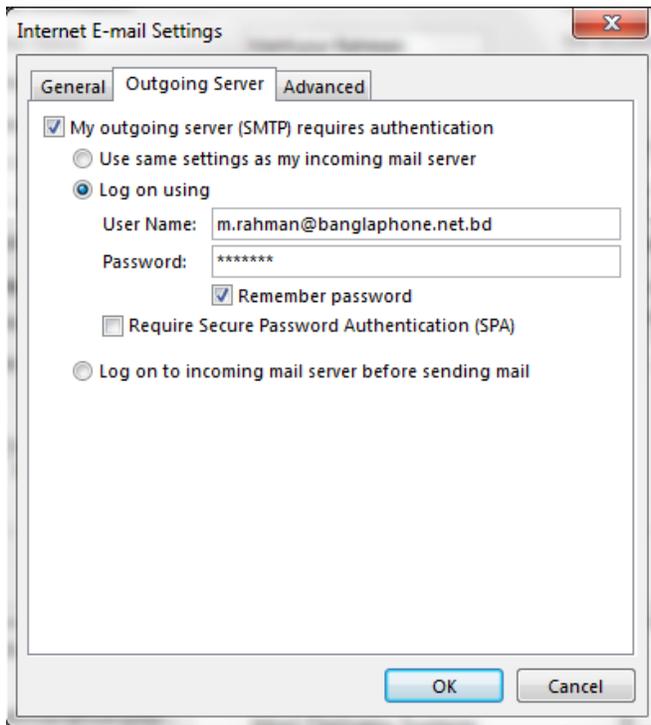
Deliver new messages to:

New Outlook Data File

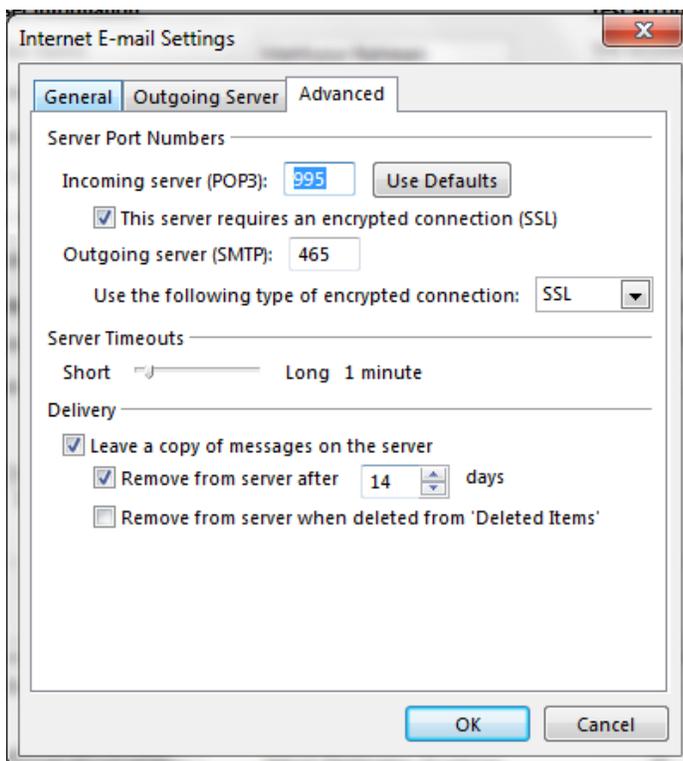
Existing Outlook Data File

< Back Next > Cancel

Step 07:



Step 08:



Step 09:

Click **Next** then **Finish**

POP and IMAP Account Settings
Enter the mail server settings for your account.

User Information
Your Name: Mahfuzur Rahman
Email Address: rman@banglaphone.net.bd

Server Information
Account Type: POP3
Incoming mail server: mail.banglaphone.net.bd
Outgoing mail server (SMTP): mail.banglaphone.net.bd

Logon Information
User Name: rman@banglaphone.net.bd
Password: *****
 Remember password
 Require logon using Secure Password Authentication (SPA)

Test Account Settings
We recommend that you test your account to ensure that the entries are correct.
Test Account Settings ...
 Automatically test account settings when Next is clicked

Deliver new messages to:
 New Outlook Data File
 Existing Outlook Data File
Browse

More Settings ...

< Back Next > Cancel

Congratulations! All tests completed successfully. Click Close to continue.

Stop
Close

Tasks Errors

Tasks	Status
✓ Log onto incoming mail server (POP3)	Completed
✓ Send test e-mail message	Completed