

Setting Up Eudora[®] for Windows (Based on version 7.1.0.9)

Note: During 2007, Eudora will become an open source email application and will be built upon the same foundation as Mozilla's Thunderbird. The interface, however, is expected to remain similar to what it is now. For example, additional email accounts in Eudora are known as "Personalities."

Setting Up a POP3 Email Account

1. Select **Tools / Personalities**. If the **Personalities** window appears in a tabbed window, click the tab.
2. In the **Personalities** window, right-click to display the drop-down menu and choose **New**. This will open the **New Account Wizard**.



3. Under **Would you like to**, check **Create** a brand new email account and click **Next**.
4. In the **Personality Name** window, give your personality a descriptive name, such as **Business**, **Home** or whatever you prefer.
5. In the **Personal Information** window, enter your name or your company name in the **Your Name** text field.
6. In the **Email Address** window, enter your email address in the **Email Address** text field (e.g., *myname@mydomain.com*).
7. In the **User Name** window, enter your login name, which will be your email address, such as *myname@mydomain.com*.
8. In the **Incoming Mail Server** window, do the following:
 - Specify the Incoming Server as *mail1.nicsys.net*.

- Make sure **Test server** is checked, so your connection will be examined as part of the setup process.
 - Choose **POP** as the type of server you're using.
9. In the **Outgoing Email Server** window, enter the following:
 - Under **Outgoing Server**, enter *smtp.emailsrvr.com*.
 - Leave **Test server** checked, so your connection can



be examined as part of the setup process.

- Choose **Allow authentication**, so your user name will be used for outgoing mail as well.
10. When the **Success! Window** appears, the correct setup for your email account has been confirmed. Click **Finish**

