

SMTP Authentication Configuration- Outlook 2002

- 1 Open Outlook 2002.
- 2 Select **Tools** menu option (see Figure 1).

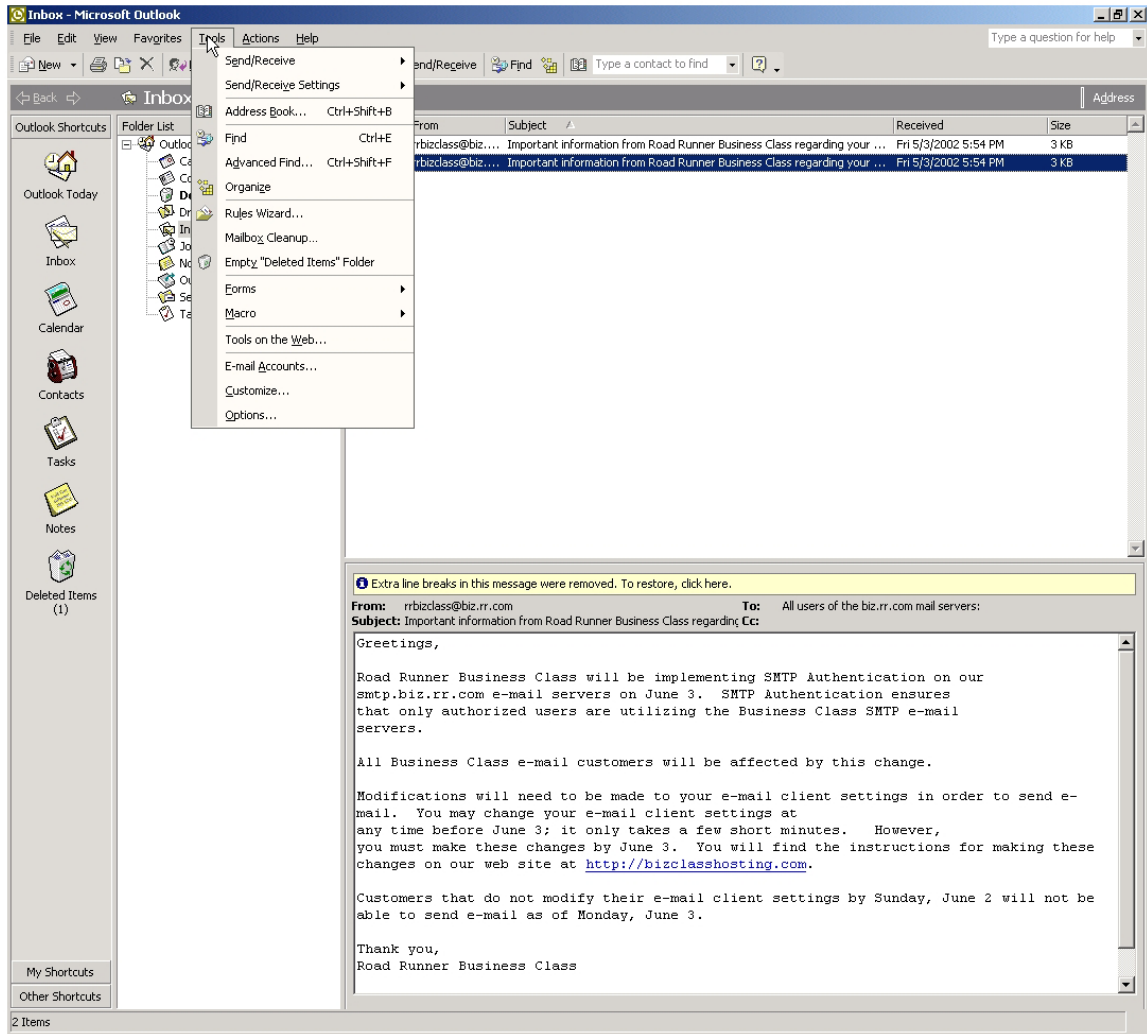


Figure 1

3 Select **E-mail Accounts** from the Tools menu (see Figure 2).

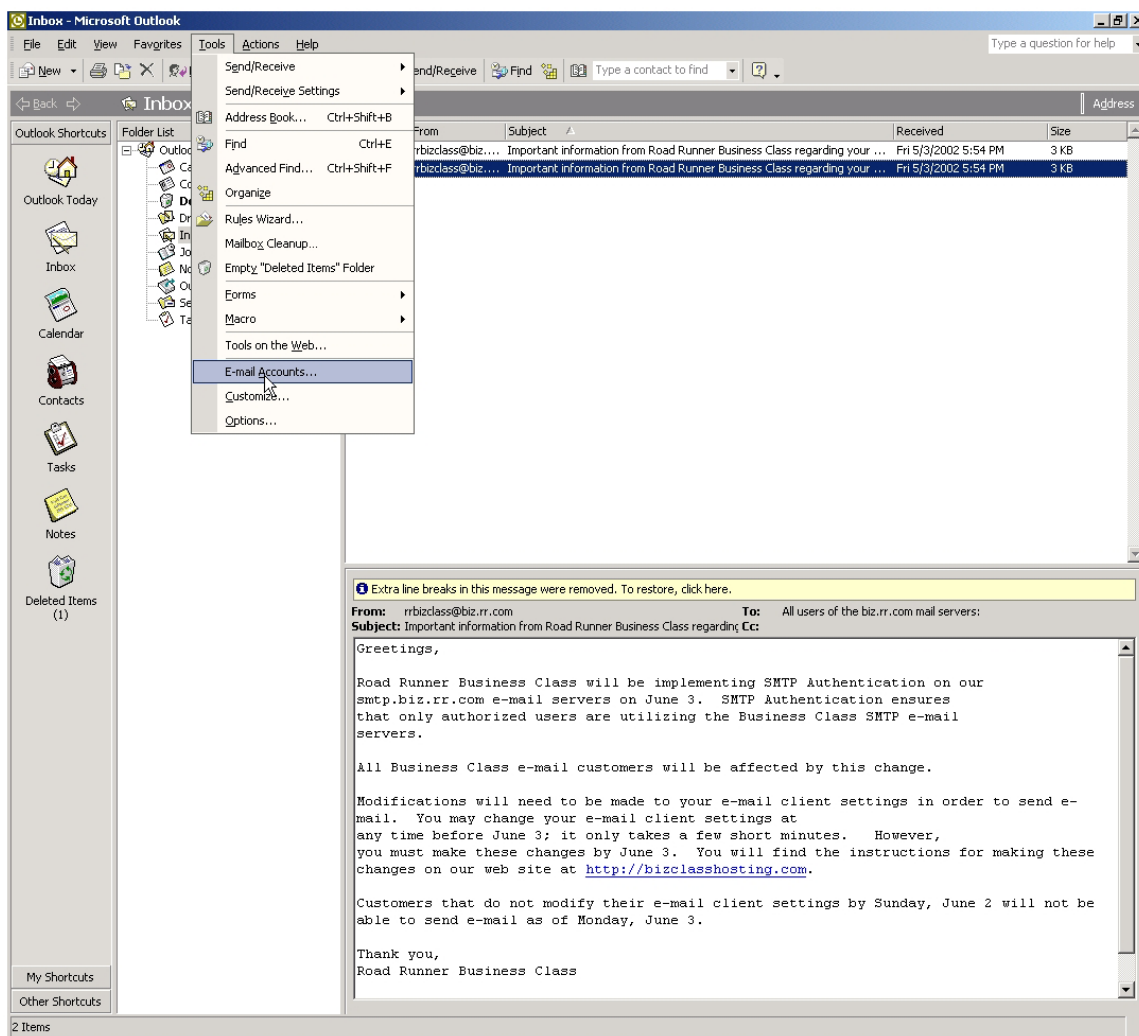


Figure 2

- 4 Select **View or Change existing e-mail accounts** under the E-mail section.
- 5 Click **Next** (see Figure 3).

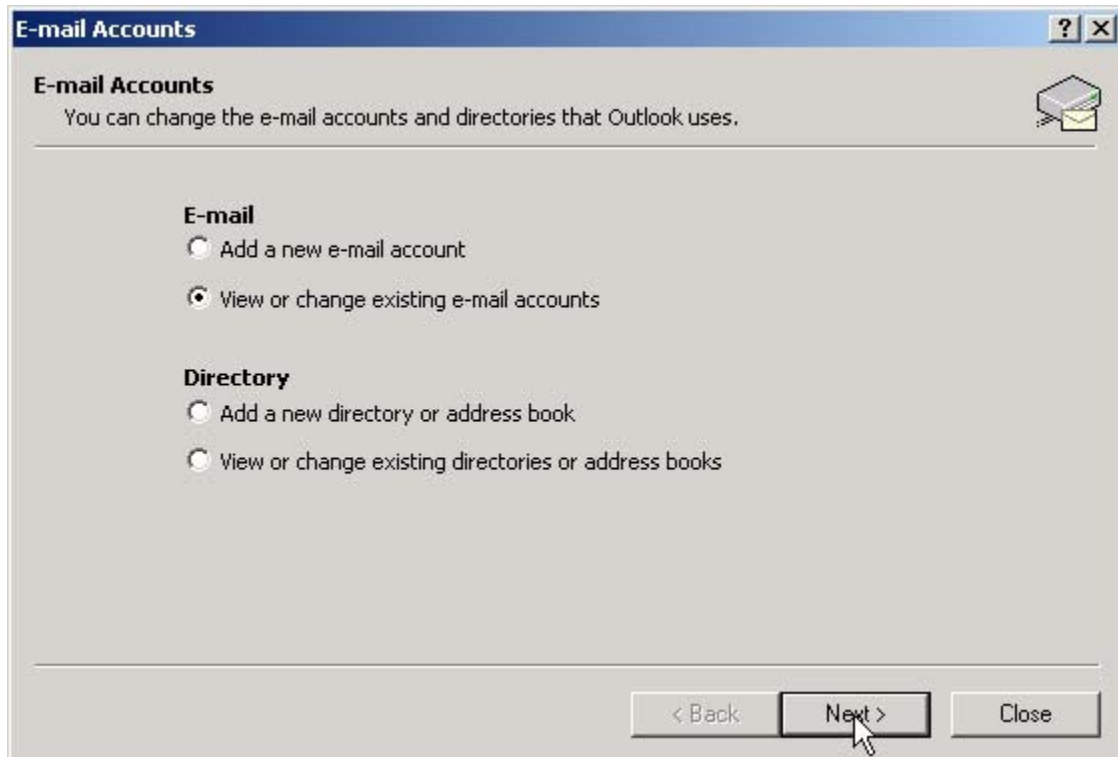


Figure 3

- 6 Highlight account for modification.
- 7 Click **Change** (see Figure 4).

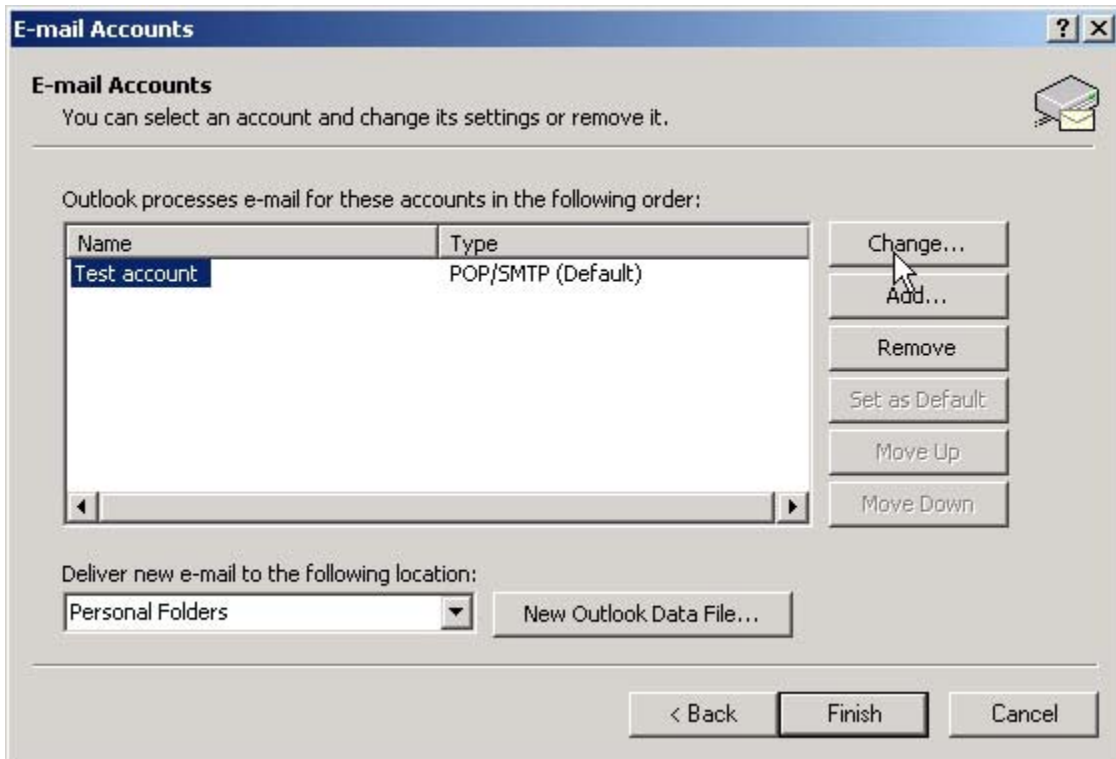


Figure 4

8 Click **More Settings...** (see Figure 5).

The screenshot shows a Windows-style dialog box titled "E-mail Accounts". The main heading is "Internet E-mail Settings (POP3)" with a sub-note: "Each of these settings are required to get your e-mail account working." The dialog is divided into four sections:

- User Information:** "Your Name:" with the text "John" and "E-mail Address:" with the text "john@mydomain.com".
- Server Information:** "Incoming mail server (POP3):" with the text "pop.biz.rr.com" and "Outgoing mail server (SMTP):" with the text "smtp.biz.rr.com".
- Logon Information:** "User Name:" with the text "john@mydomain.com", "Password:" with "*****", a checked checkbox for "Remember password", and an unchecked checkbox for "Log on using Secure Password Authentication (SPA)".
- Test Settings:** A text block stating "After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)" and a "Test Account Settings ..." button.

At the bottom right, there is a "More Settings ..." button with a mouse cursor pointing to it. At the bottom center, there are three buttons: "< Back", "Next >", and "Cancel".

Figure 5

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- 9 Select **Outgoing Server** tab (see Figure 6).

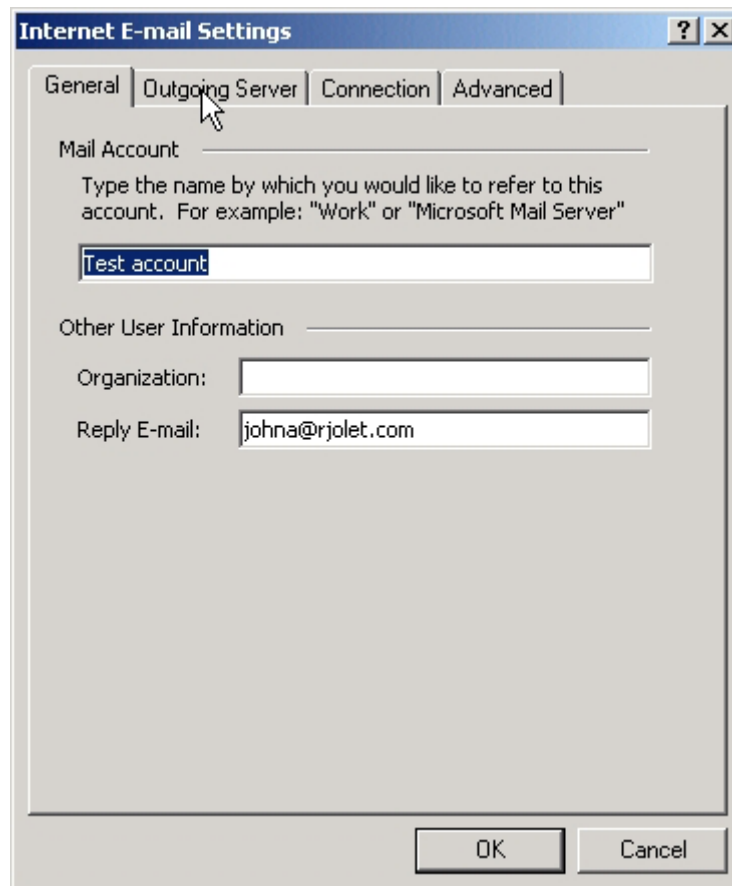


Figure 6

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- 10 Check the box next to **My outgoing server (SMTP) requires authentication.**
 - 11 Click **OK** (see Figure 7).

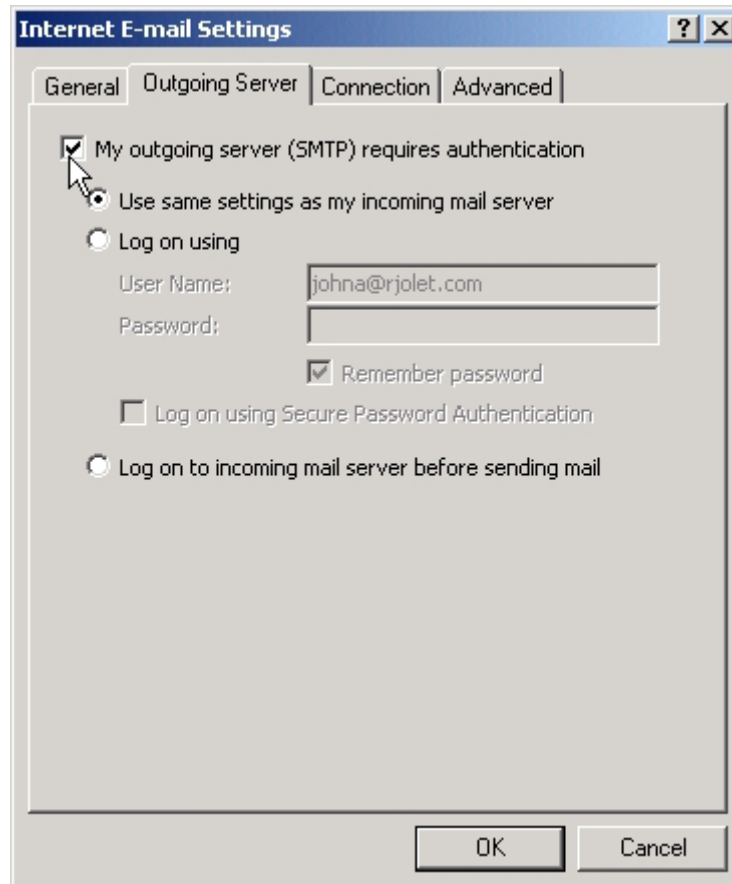


Figure 7