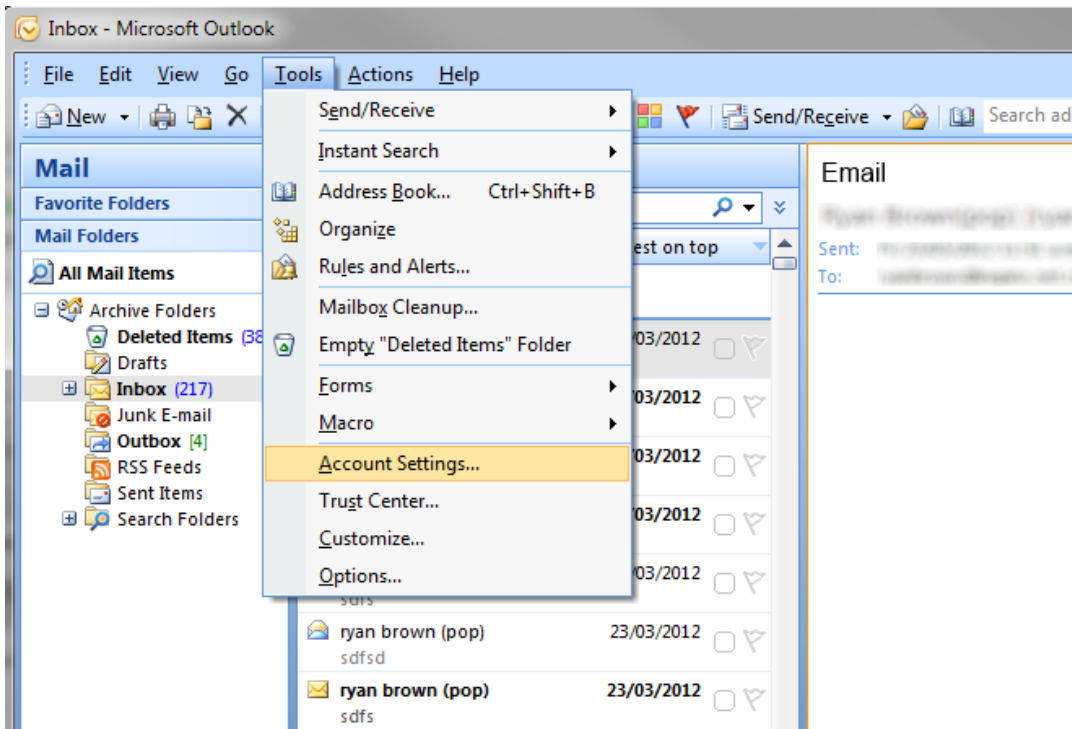


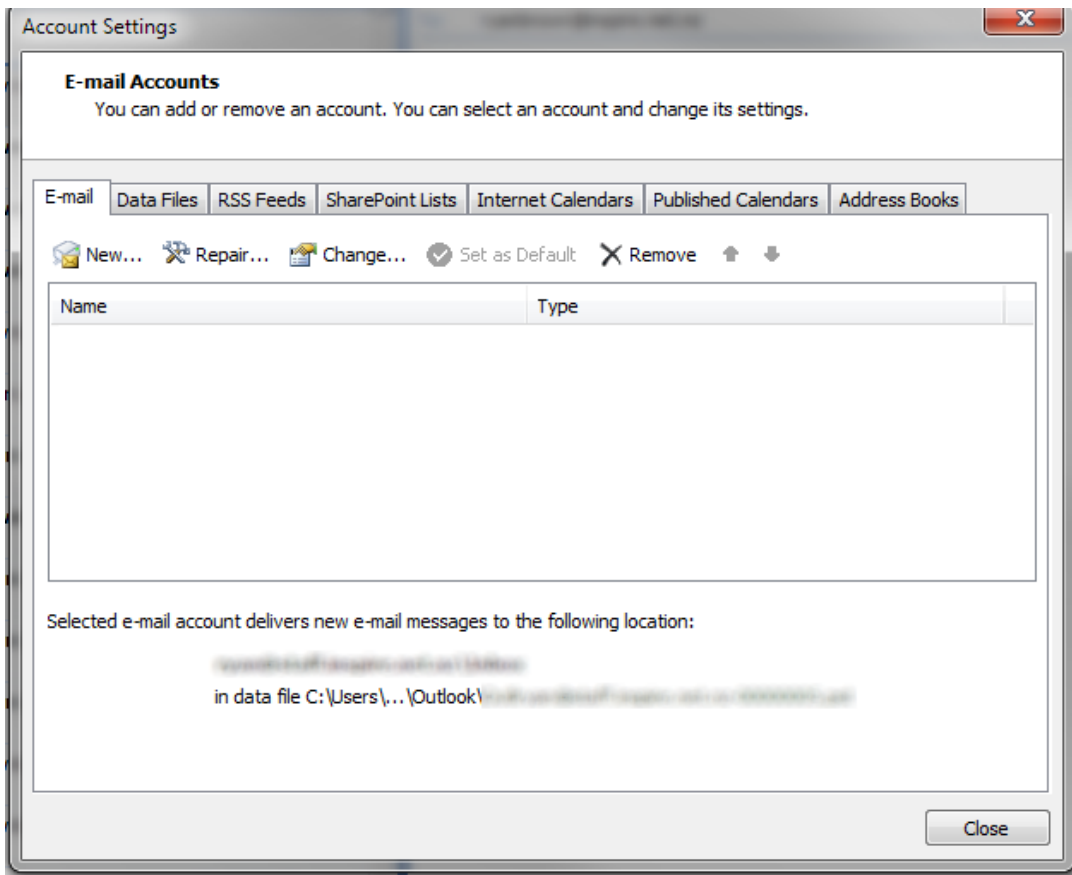
# Outlook 2007 setup guide



1. Open Outlook 2007, Select the 'Tools' Menu, select 'Account Settings'



2. Under 'Email' Click on 'New'



# Outlook 2007 setup guide



3. Select **'Microsoft Exchange, POP3, IMAP, or HTTP'** then click **'Next'**

The screenshot shows the 'Add New E-mail Account' dialog box with the title bar 'Add New E-mail Account' and a close button (X). The main heading is 'Choose E-mail Service'. There are two radio button options: 'Microsoft Exchange, POP3, IMAP, or HTTP' (selected) and 'Other'. Below the 'Other' option is a list box containing 'Fax Mail Transport' and 'Outlook Mobile Service (Text Messaging)'. At the bottom are three buttons: '< Back', 'Next >', and 'Cancel'.

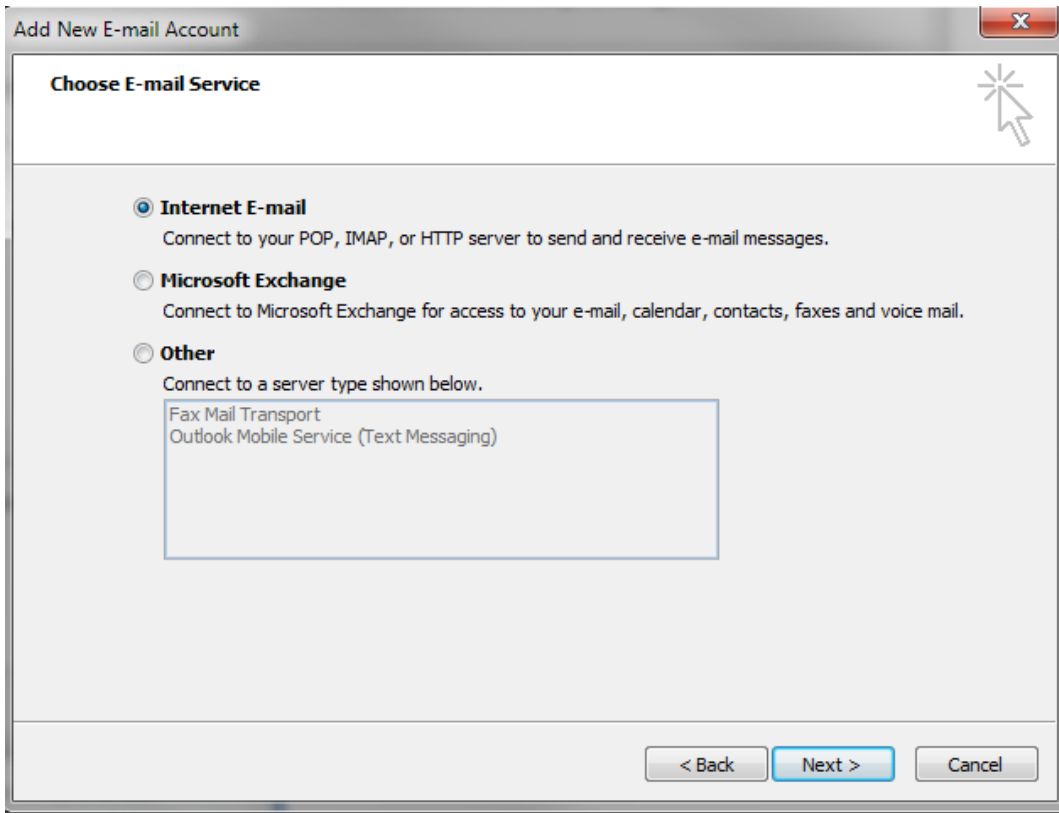
4. Fill in the details, select **'Manually Configure Server Settings'** then click **'Next'**

The screenshot shows the 'Add New E-mail Account' dialog box with the title bar 'Add New E-mail Account' and a close button (X). The main heading is 'Auto Account Setup'. It contains four input fields: 'Your Name:' with 'John Doe' (example: Barbara Sankovic), 'E-mail Address:' with 'johndoe@inspire.net.nz' (example: barbara@contoso.com), 'Password:' with '\*\*\*\*\*', and 'Retype Password:' with '\*\*\*\*\*'. Below these fields is the text 'Type the password your Internet service provider has given you.' At the bottom, there is a checked checkbox labeled 'Manually configure server settings or additional server types' and three buttons: '< Back', 'Next >', and 'Cancel'.

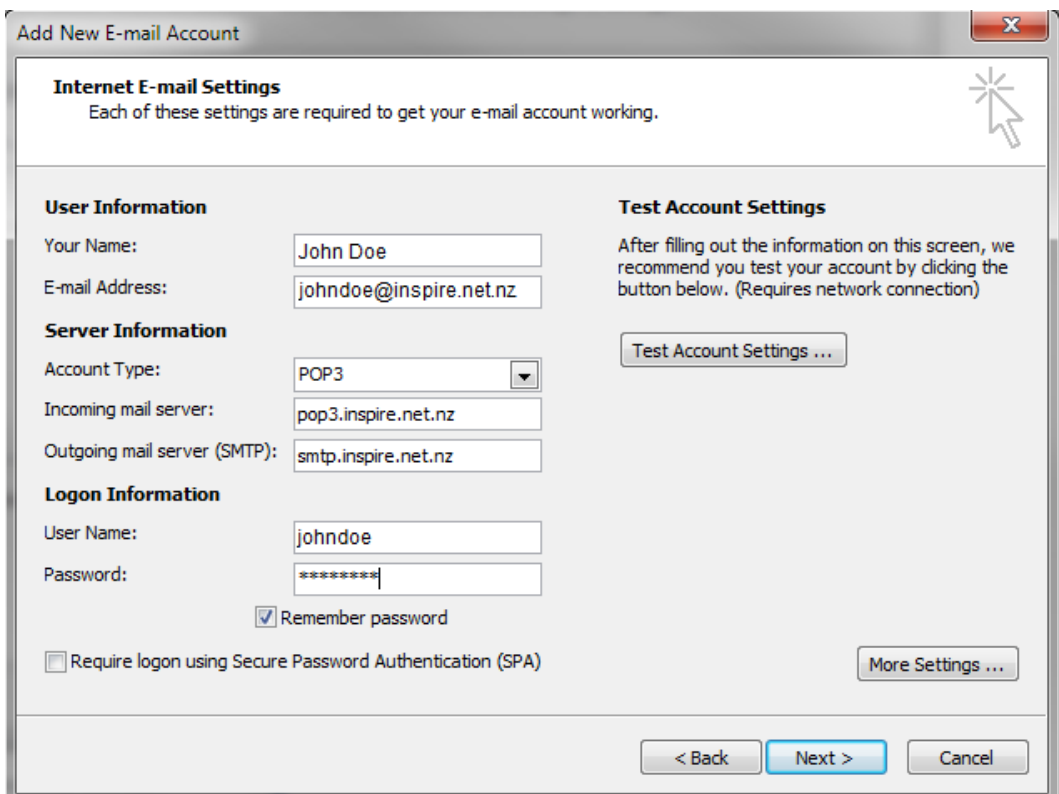
# Outlook 2007 setup guide



5. Select "Internet Email" then click 'Next'



6. Enter in the required details and click 'Next'



7. Click 'Finish'