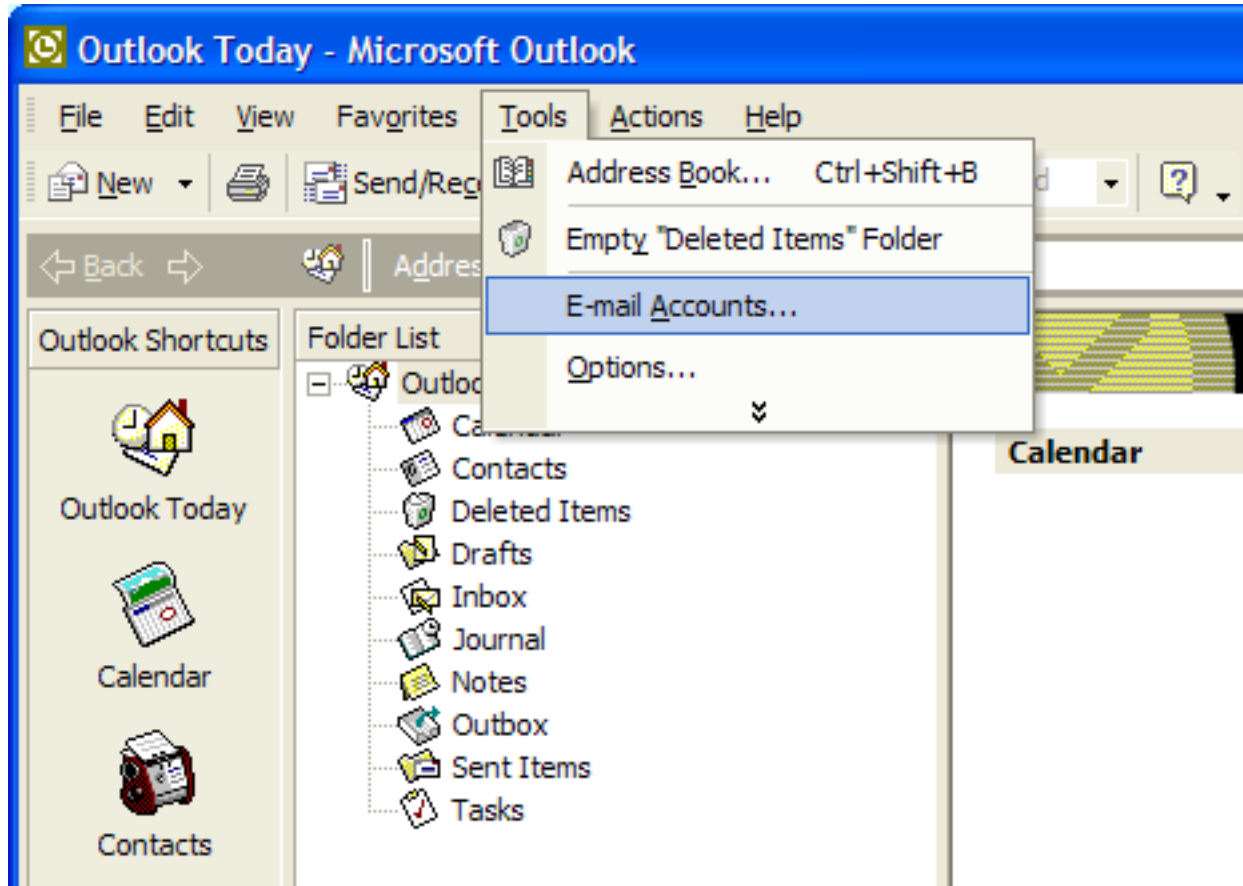


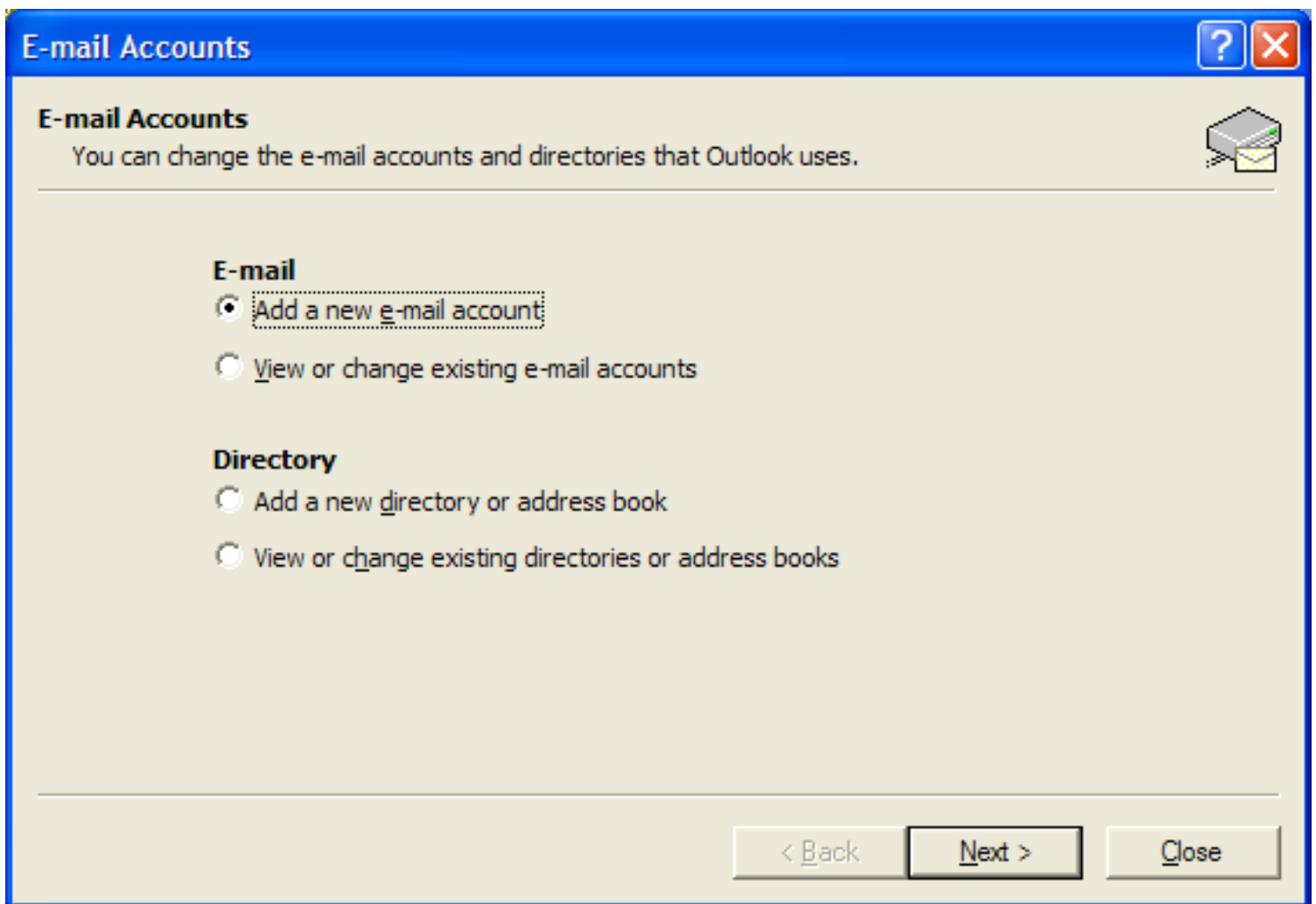
Outlook 2002/2003

This lesson explains how to configure your Hover Email account in Outlook 2002/2003 as a POP3 account.

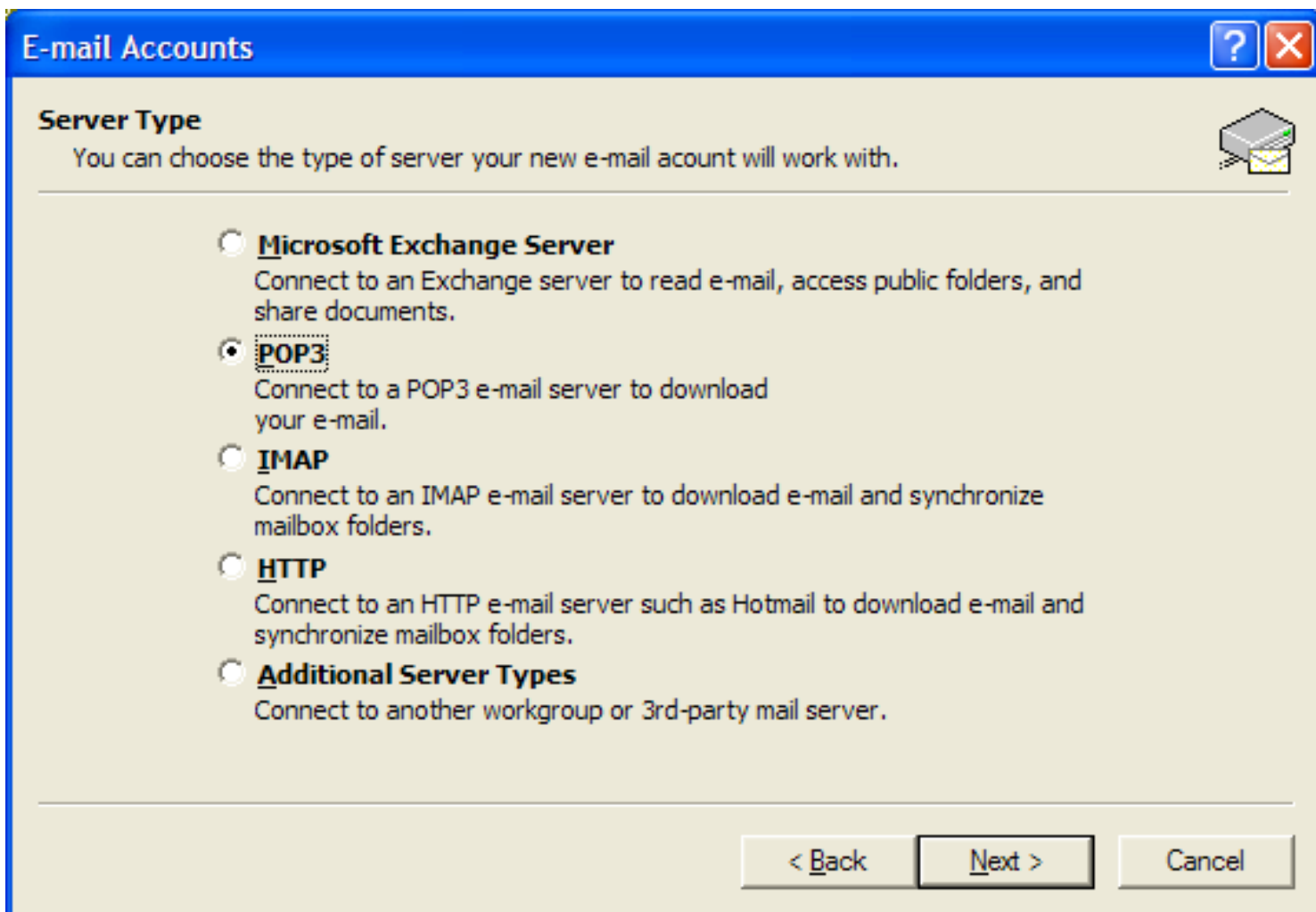
Configure Outlook 2002/2003



Open your Outlook software then click on the Tools menu and select E-mail Accounts.



Select Add a new e-mail account then click Next.



Select POP3 as the server type then click Next.

E-mail Accounts

Internet E-mail Settings (POP3)
Each of these settings are required to get your e-mail account working.

User Information

Your Name: Arthur Pewtey

E-mail Address: apewtey@awesomesnowre

Server Information

Incoming mail server (POP3): mail.hover.com

Outgoing mail server (SMTP): mail.hover.com

Logon Information

User Name: apewtey@awesomesnowre

Password: *****

Remember password

Log on using Secure Password Authentication (SPA)

Test Settings

After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)

Test Account Settings ...

More Settings ...

< Back Next > Cancel

Fill out the Internet E-mail Settings screen with the following information:

Your Name: How you want your name to appear when you send e-mail

E-mail Address: Enter your full Hover email address

Incoming mail server (POP3): mail.hover.com

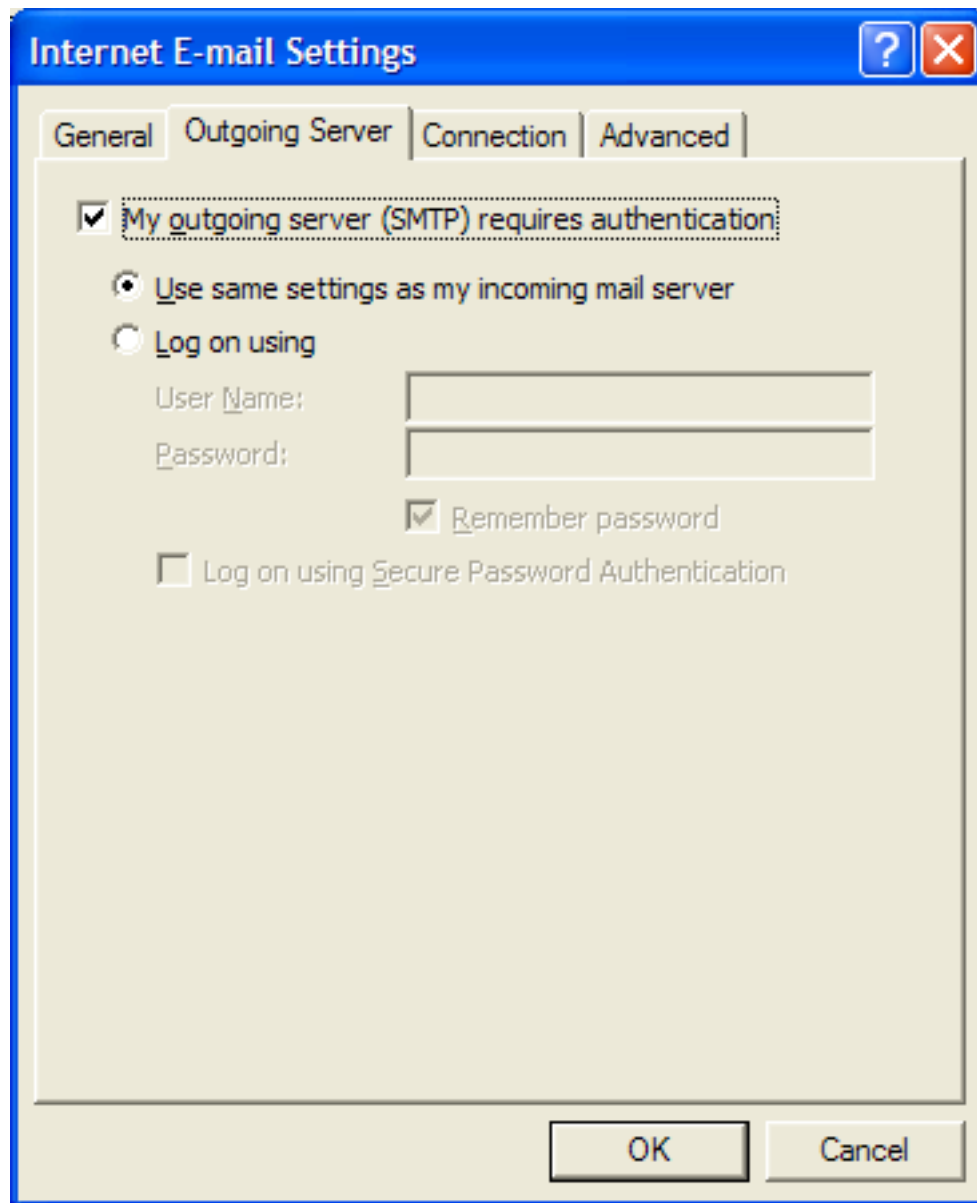
Outgoing mail server (SMTP): mail.hover.com

User Name: Enter your full Hover email address

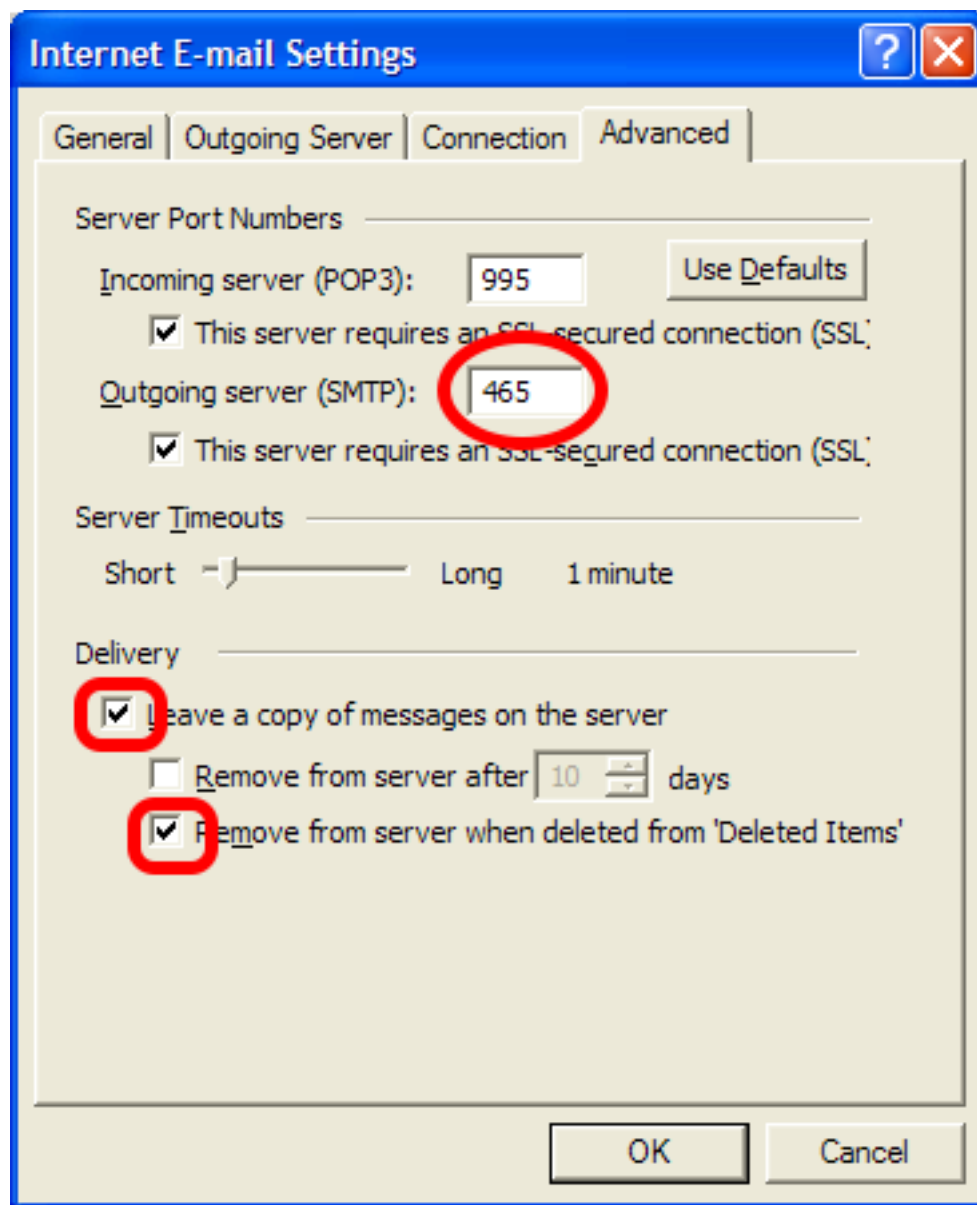
Password: Enter your e-mail password

In the screenshot above, you can see how I set up apewtey@awesomesnowremoval.com using these settings.

After entering your account information, click on More Settings.



Click on the Outgoing Server tab and put a check next to "My outgoing server (SMTP) requires authentication."

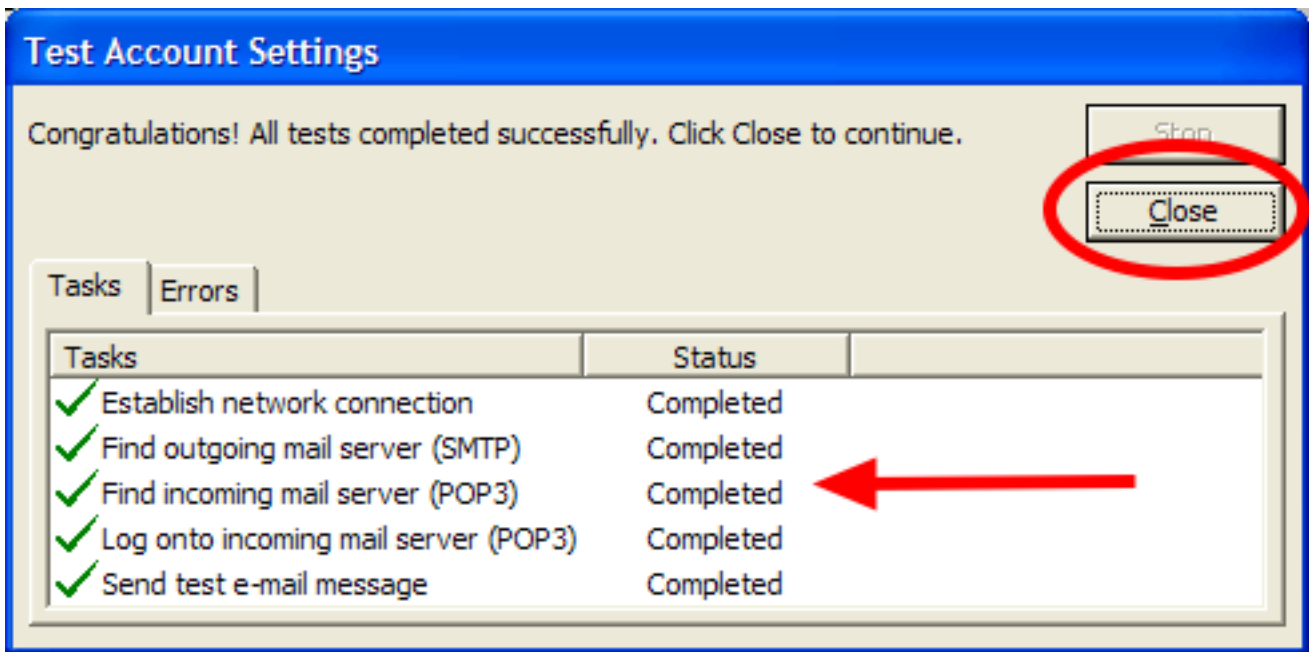


Click on the Advanced tab. Ensure sure that "This server requires an SSL secured connection" is checked for the Incoming and Outgoing server then change the Outgoing server (SMTP): port from 25 to 465.

Under Delivery, you have the option to leave a copy of messages on our server. This is useful if you want to download messages to more than one computer or if you want to be able to view messages remotely using Web Mail. In the example above, I've chosen to leave a copy of messages on the server until the message has been deleted from the Deleted Items folder. This will ensure that unwanted e-mail doesn't clutter the inbox on the server. I could also have selected the option to remove messages from the server after a specific number of days.

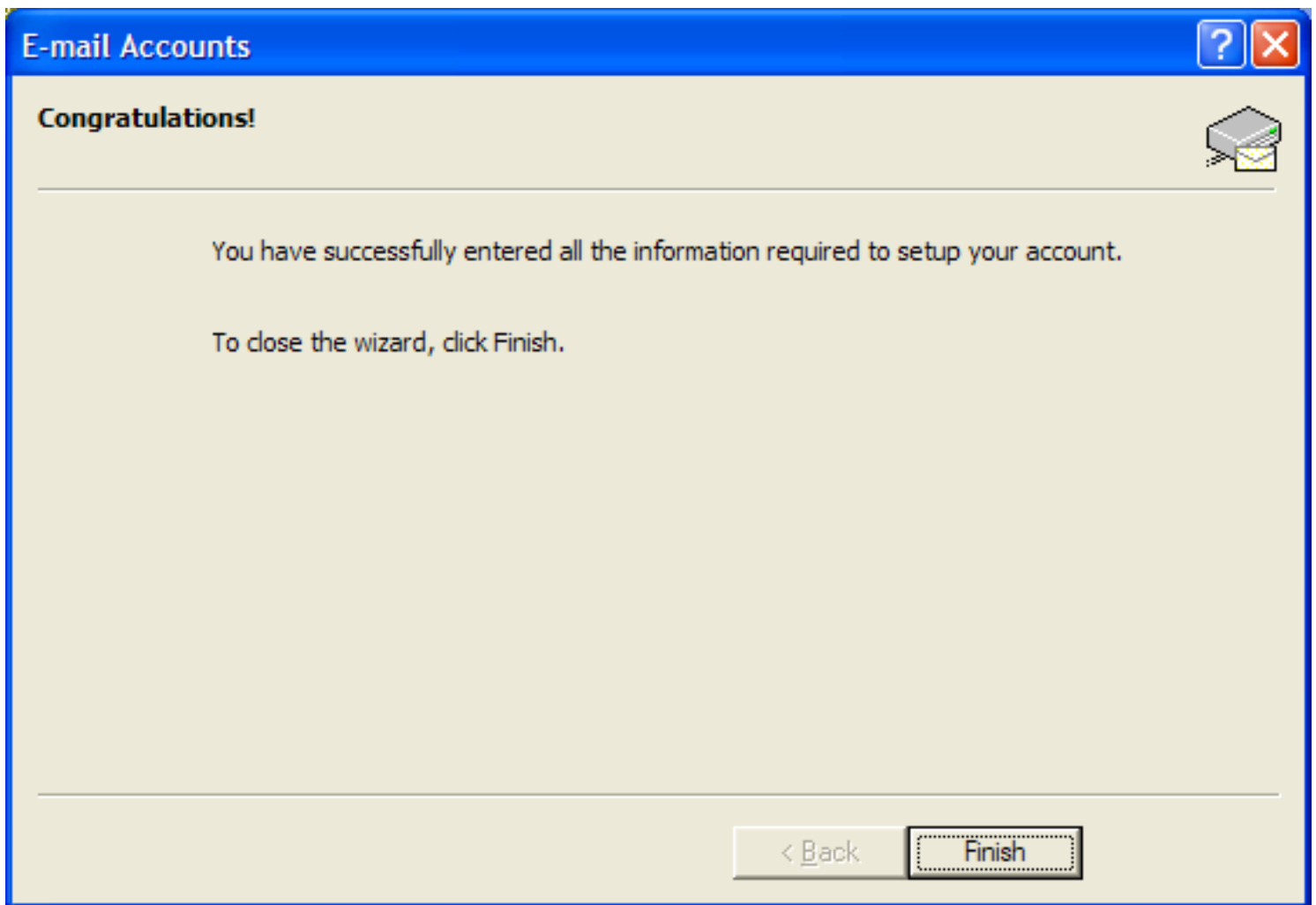
After changing the port number and configuring on your delivery preferences click on OK.

Test Account Settings



Click on Test Account Settings. The status of all tasks should be Completed. This verifies that your settings are working. Close the Test Account Settings window.

Finish And Save Settings



Click Next then click Finish to complete the account set up.

Your Hover POP account has been configured in Outlook!

Need More Help?

If this still isn't working, doesn't make sense, or you just want to talk to someone, here is how you can reach us:

Telephone: 1-866-731-6556 (North America Toll Free);
416-538-5498 (local)

Email: help@hover.com

Twitter: @HoverCS

Join us on Facebook: <http://about.hover.com/facebook>

Article Shortcut: <http://about.hover.com/outlook20023pop>
