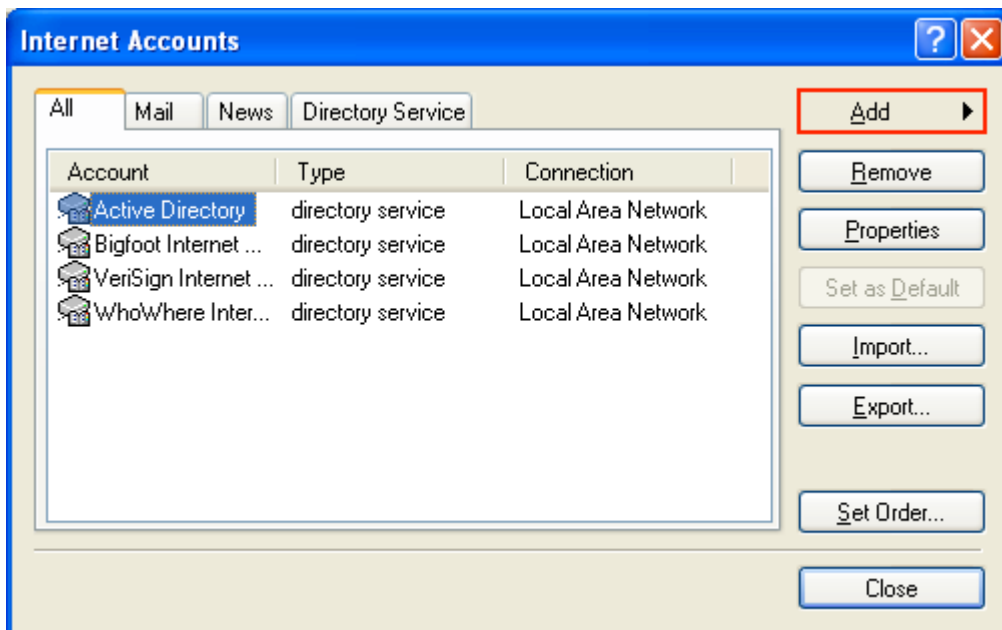
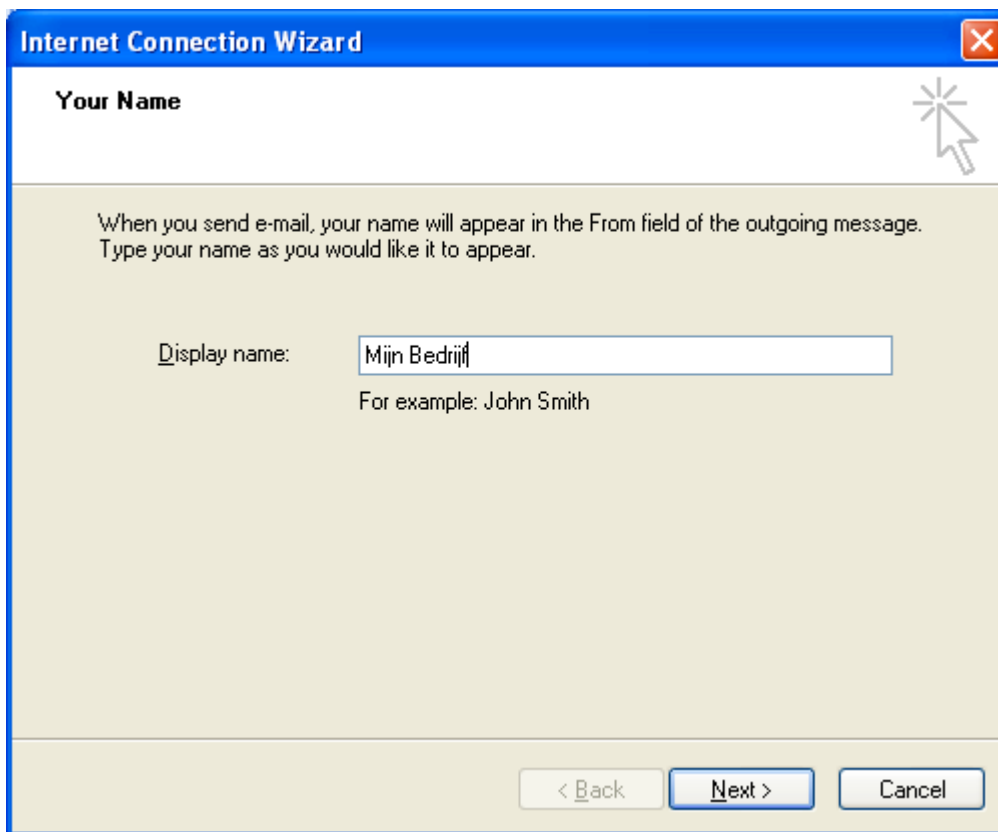


INSTRUCTIES VOOR HET INSTELLEN VAN UW EMAIL Outlook Express (Windows XP)

1. Open Outlook Express.
2. Als dit de eerste keer is dat u het program start, worden de e-mail instellingen automatisch geopend. In dit geval, ga verder met stap 4. Als niet, klik op het Tools menu en selecteer Accounts.
3. Klik op de Add button in boven rechts en selecteer Mail van het menu.



4. Voer uw (bedrijfs)naam in en klik Next.



The screenshot shows the 'Your Name' step of the Internet Connection Wizard. The window title is 'Internet Connection Wizard'. The main heading is 'Your Name'. Below the heading, there is a text box containing 'Mijn Bedrijf'. To the left of the text box is the label 'Display name:'. Below the text box is the text 'For example: John Smith'. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'. A mouse cursor is pointing at the 'Next >' button.

Your Name

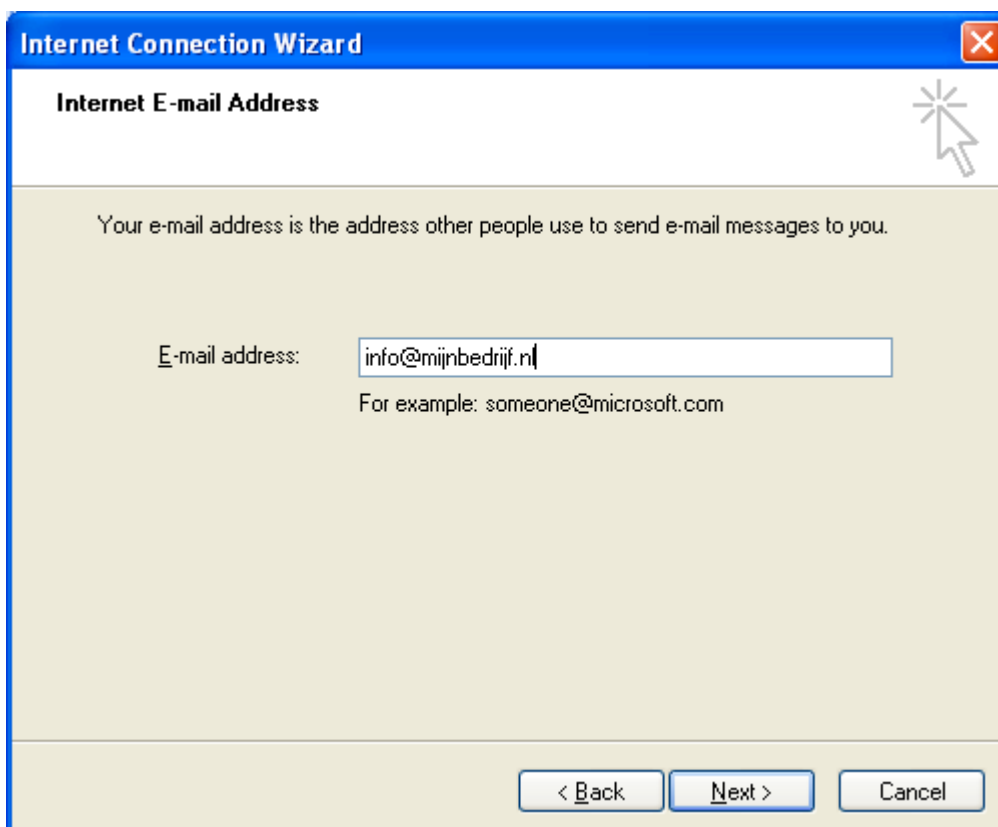
When you send e-mail, your name will appear in the From field of the outgoing message. Type your name as you would like it to appear.

Display name:

For example: John Smith

< Back Next > Cancel

5. Voer het e-mail adres dat u van MediaTrend gekregen hebt in in het E-mail address veld en klik Next.



The screenshot shows the 'Internet E-mail Address' step of the Internet Connection Wizard. The window title is 'Internet Connection Wizard'. The main heading is 'Internet E-mail Address'. Below the heading, there is a text box containing 'info@mijnbedrijf.nl'. To the left of the text box is the label 'E-mail address:'. Below the text box is the text 'For example: someone@microsoft.com'. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'. A mouse cursor is pointing at the 'Next >' button.

Internet E-mail Address

Your e-mail address is the address other people use to send e-mail messages to you.

E-mail address:

For example: someone@microsoft.com

< Back Next > Cancel

6. Selecteer POP3 voor de inkomende mail server. Voer in beide velden (Incoming mail en Outgoing mail) *mail.mediatrend.nl* in, en klik op Next.

Internet Connection Wizard

E-mail Server Names

My incoming mail server is a server.

Incoming mail (POP3, IMAP or HTTP) server:

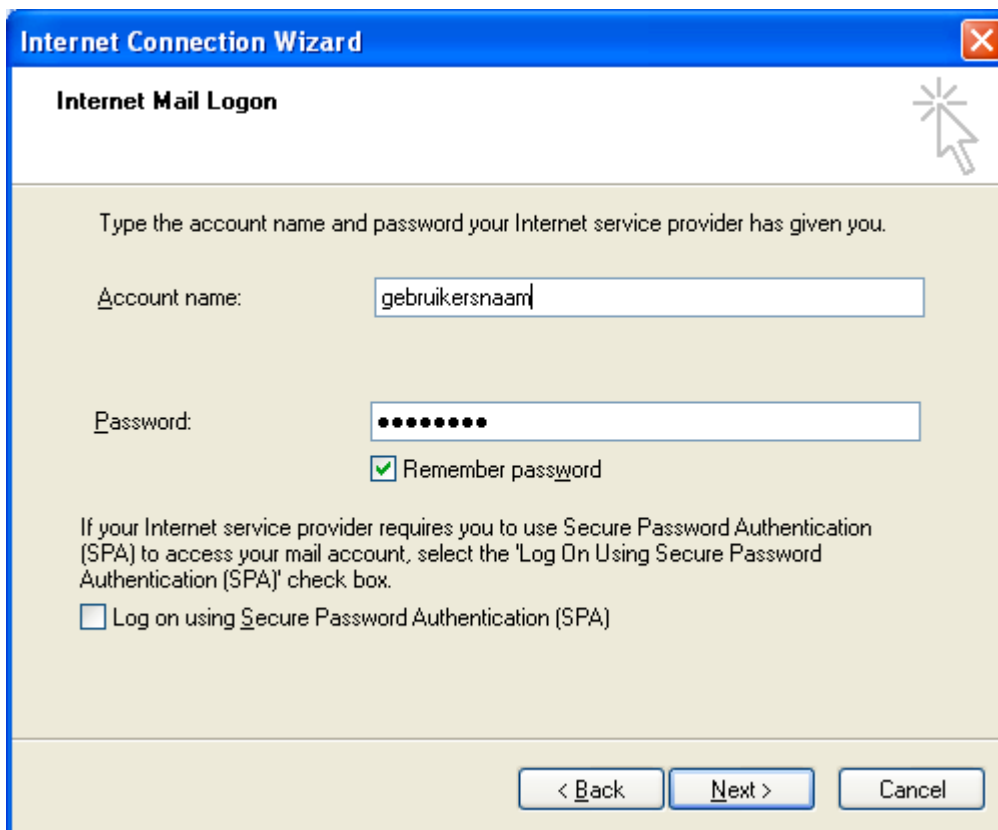
An SMTP server is the server that is used for your outgoing e-mail.

Outgoing mail (SMTP) server:

< Back Next > Cancel

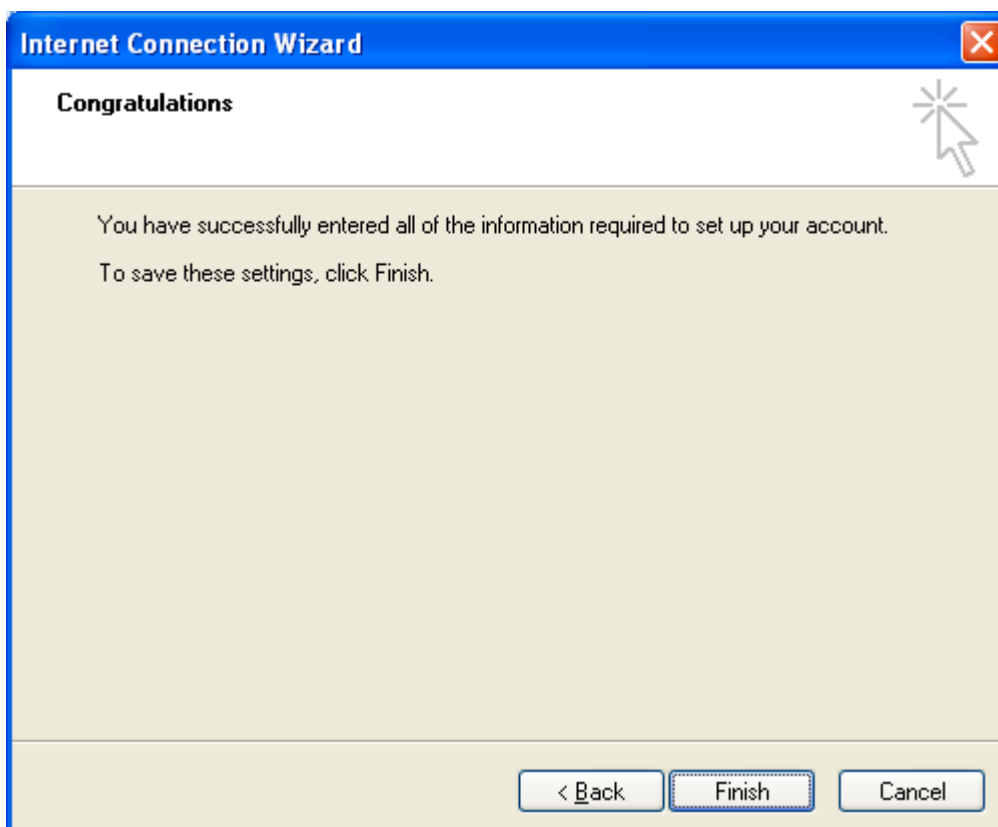
7. Voer de gebruikersnaam die u van MediaTrend gekregen hebt in in het veld Account name; idem voor het wachtwoord in het veld Password. *Pas op: beiden precies zo invoeren als u ze gekregen hebt (oplettten met hoofdletters / kleine letters!).*

Controleer dat Remember password aangevinkt staat, en klik op Next.



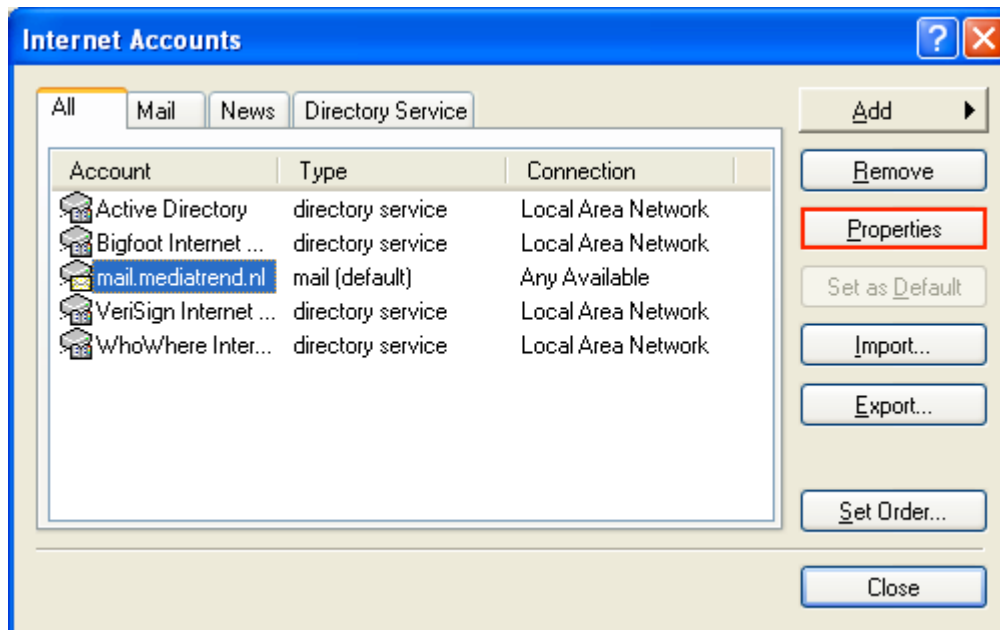
The screenshot shows the 'Internet Mail Logon' step of the 'Internet Connection Wizard'. The window title is 'Internet Connection Wizard'. The main heading is 'Internet Mail Logon'. Below the heading, there is a text prompt: 'Type the account name and password your Internet service provider has given you.' There are two input fields: 'Account name:' with the text 'gebruikersnaam' and 'Password:' with a masked password of ten dots. Below the password field is a checked checkbox labeled 'Remember password'. Further down, there is a paragraph of text: 'If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box.' Below this text is an unchecked checkbox labeled 'Log on using Secure Password Authentication (SPA)'. At the bottom of the dialog, there are three buttons: '< Back', 'Next >', and 'Cancel'.

8. Na klikken op Finish, als u niet de Internet Accounts dialoog ziet, klik op Tools in het menu en selecteer Accounts.

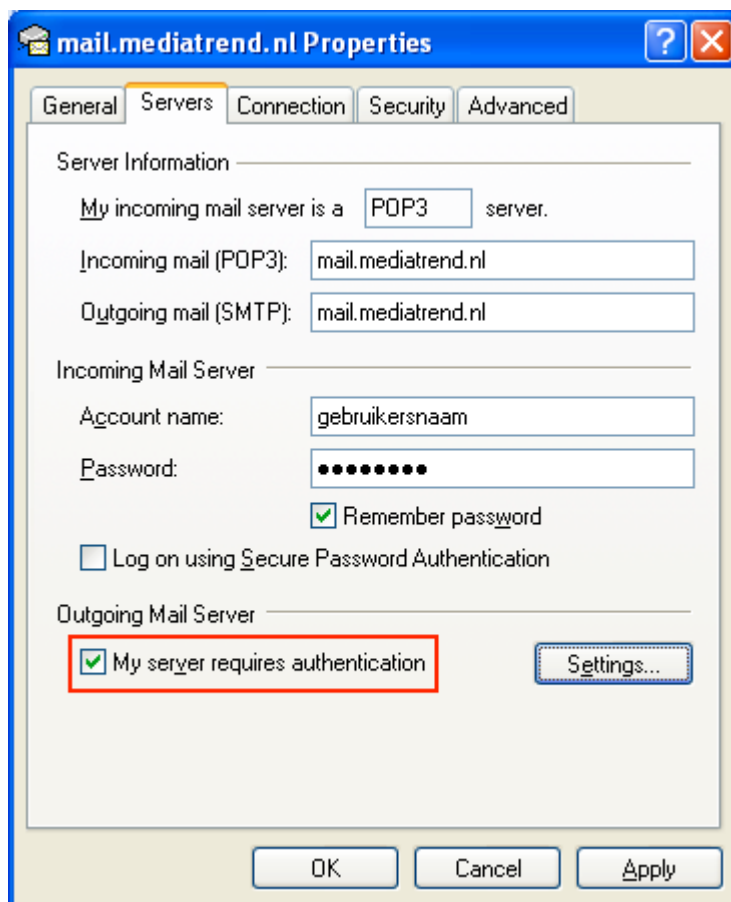


The screenshot shows the 'Congratulations' step of the 'Internet Connection Wizard'. The window title is 'Internet Connection Wizard'. The main heading is 'Congratulations'. Below the heading, there is a text prompt: 'You have successfully entered all of the information required to set up your account. To save these settings, click Finish.' At the bottom of the dialog, there are three buttons: '< Back', 'Finish', and 'Cancel'.

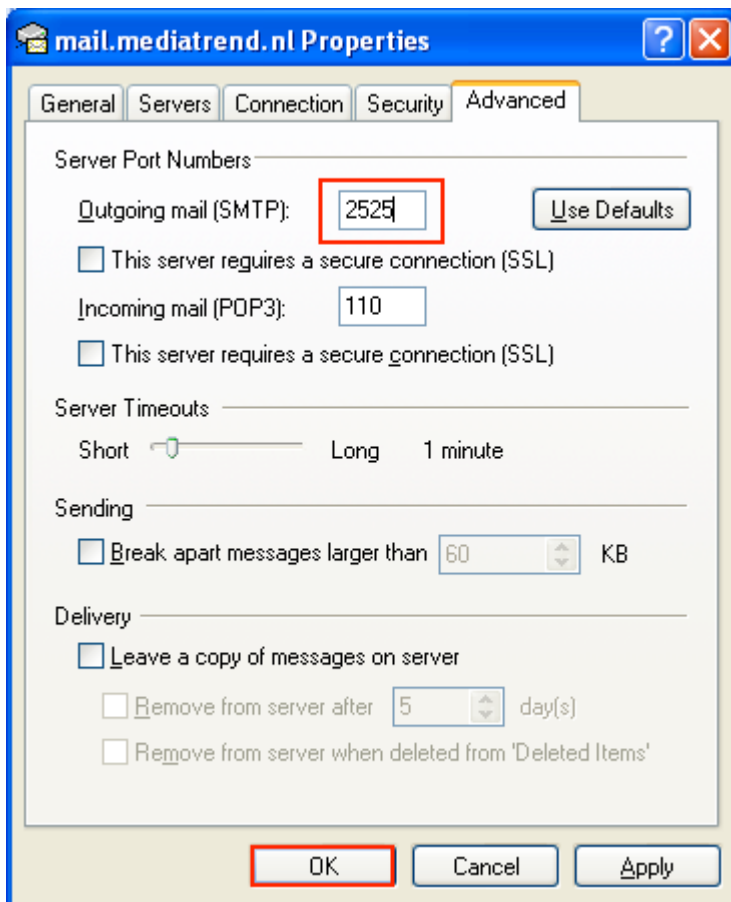
9. In de Internet Accounts dialog, selecteer het *mail.mediatrend.nl* account en klik op Properties.



10. Klik op de tab Servers. Controleer dat de optie *My server requires authentication* aangevinkt staat.



11. Klik op de tab Advanced. Wijzig de poort voor Outgoing mail (SMTP) in 2525 om problemen te voorkomen met bepaalde providers (KPN, XS4ALL enz.). Klik op OK.



12. Klik op Close om de Internet Accounts dialoog te sluiten. Verstuur een testmail aan uzelf om te zien, of alles naar behoren werkt.

