

WRT E-Mail Setup Instructions

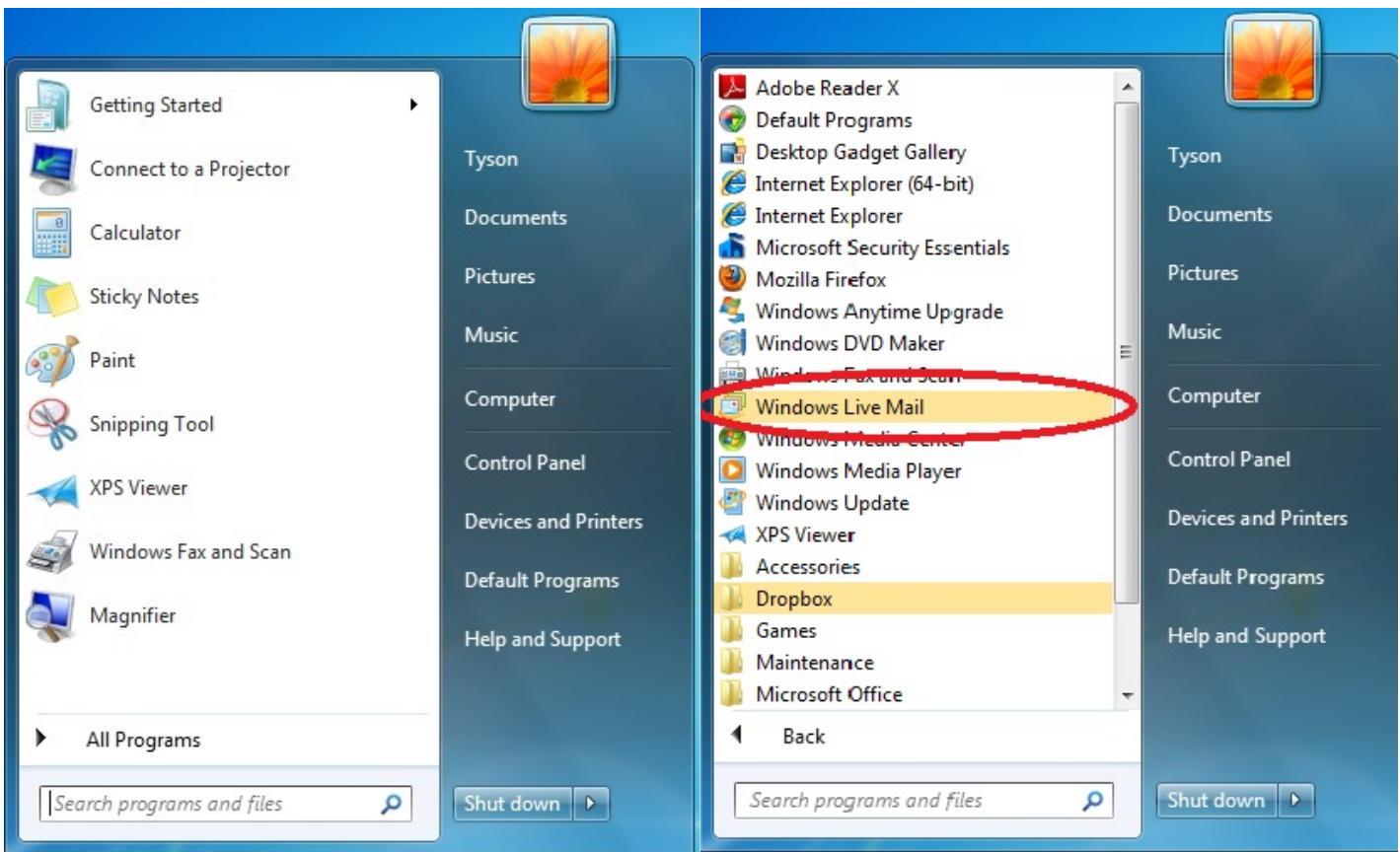
Windows Live Mail

Step 1: Open Windows Live Mail. If you do not see it on your desktop, click on the windows symbol in the lower left corner:

NOTE If you cannot find Windows Live Mail, you may have to download it. Go to <http://download.live.com> and click download. Follow the on screen instructions to install the program.



Step 2: Click All Programs. Windows Live Mail will be in the list of programs at the top (listed in alphabetical order). Click on Windows Live Mail to open the program.



Need Help? Call WRT's Tech Support—
Available 24 hours a day, 7 days a week

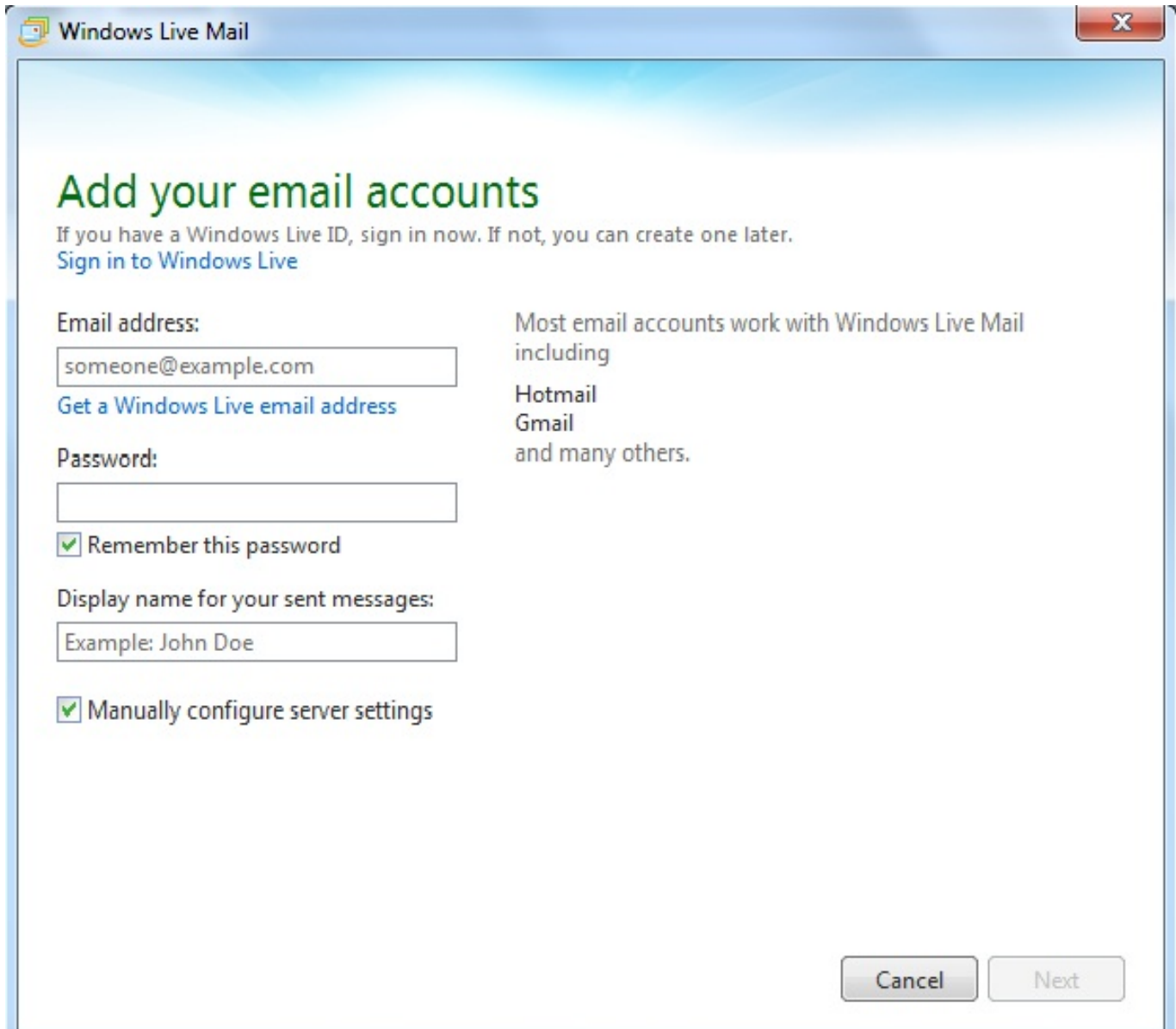
Phone: 748-2211 • Out of Area: 1-800-748-7220

E-Mail: support@westriv.com • Web: www.westriv.com



Step 3: Once Windows Live Mail is open, the window below should appear automatically, If not, click Accounts. Click Email.

Step 4: Enter in your email address, password, and display name (your first and last name). Check the box that says Manually configure server settings. Click next.



The screenshot shows the 'Add your email accounts' window in Windows Live Mail. The window has a blue header bar with the 'Windows Live Mail' logo and a close button. The main content area has a light blue gradient background. The title 'Add your email accounts' is in a large green font. Below it, a message says 'If you have a Windows Live ID, sign in now. If not, you can create one later.' with a link 'Sign in to Windows Live'. The form contains several fields: 'Email address:' with a text box containing 'someone@example.com' and a link 'Get a Windows Live email address'; 'Password:' with a text box and a checked checkbox 'Remember this password'; 'Display name for your sent messages:' with a text box containing 'Example: John Doe' and a checked checkbox 'Manually configure server settings'. To the right of the form, text says 'Most email accounts work with Windows Live Mail including Hotmail Gmail and many others.' At the bottom right are 'Cancel' and 'Next' buttons.

Windows Live Mail

Add your email accounts

If you have a Windows Live ID, sign in now. If not, you can create one later.
[Sign in to Windows Live](#)

Email address:

[Get a Windows Live email address](#)

Password:

☒ Remember this password

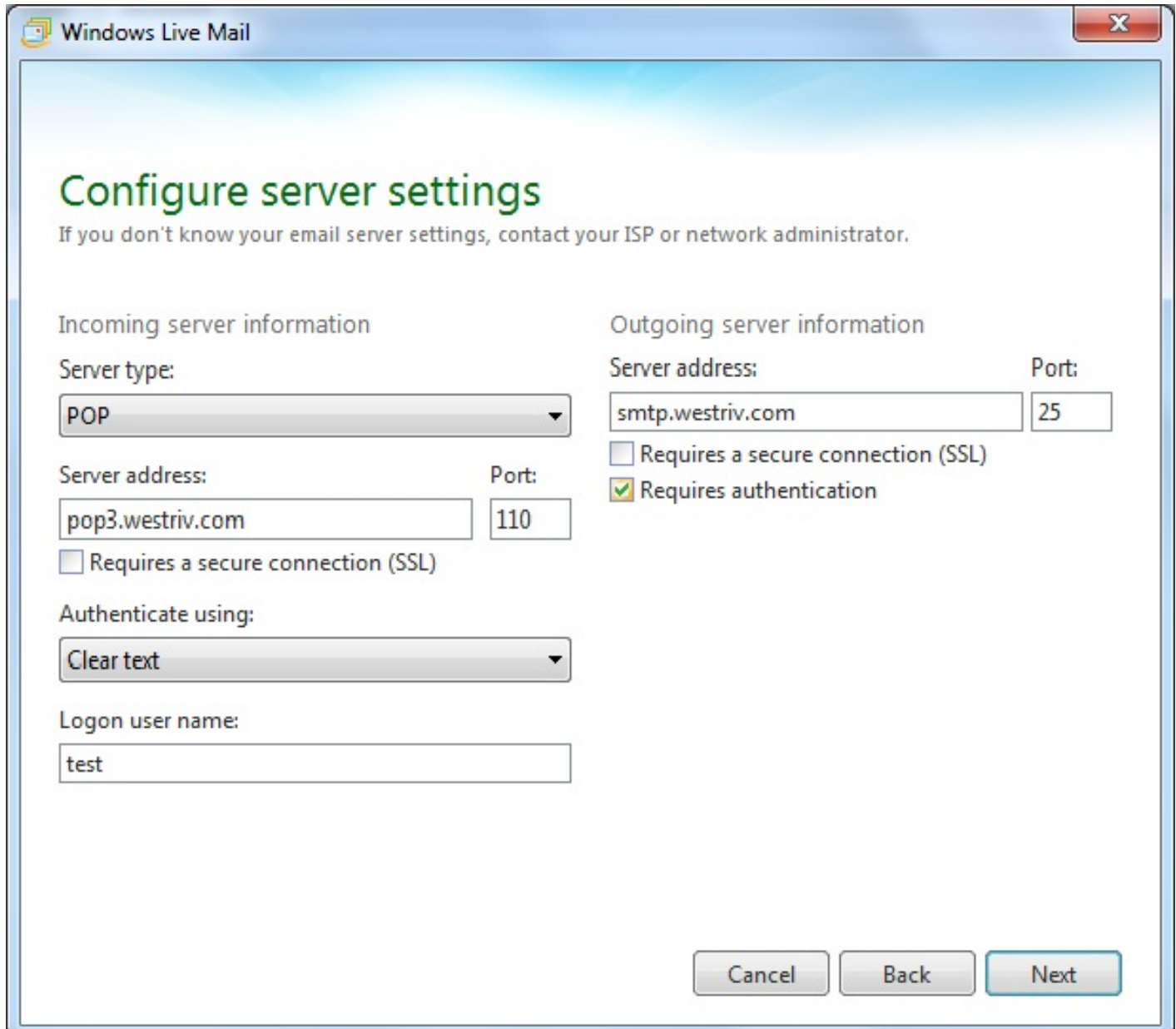
Display name for your sent messages:

☒ Manually configure server settings

Most email accounts work with Windows Live Mail including
Hotmail
Gmail
and many others.

Cancel Next

Step 5: Type in the server settings as shown. Incoming server address is pop3.westriv.com Outgoing email server address is smtp.westriv.com Your user name should be automatically filled in at the bottom. Check the box that says Requires Authentication. Click next.



The screenshot shows the 'Configure server settings' window in Windows Live Mail. The window has a title bar with the 'Windows Live Mail' logo and a close button. The main content area has a light blue gradient background. The title 'Configure server settings' is in a large green font. Below it is a subtitle in a smaller grey font: 'If you don't know your email server settings, contact your ISP or network administrator.' The settings are organized into two columns. The left column is titled 'Incoming server information' and contains a 'Server type' dropdown set to 'POP', a 'Server address' text box with 'pop3.westriv.com', a 'Port' text box with '110', an unchecked checkbox for 'Requires a secure connection (SSL)', an 'Authenticate using:' dropdown set to 'Clear text', and a 'Logon user name:' text box with 'test'. The right column is titled 'Outgoing server information' and contains a 'Server address' text box with 'smtp.westriv.com', a 'Port' text box with '25', an unchecked checkbox for 'Requires a secure connection (SSL)', and a checked checkbox for 'Requires authentication'. At the bottom right are three buttons: 'Cancel', 'Back', and 'Next'.

Windows Live Mail

Configure server settings

If you don't know your email server settings, contact your ISP or network administrator.

Incoming server information

Server type:
POP

Server address: Port:
pop3.westriv.com 110

☐ Requires a secure connection (SSL)

Authenticate using:
Clear text

Logon user name:
test

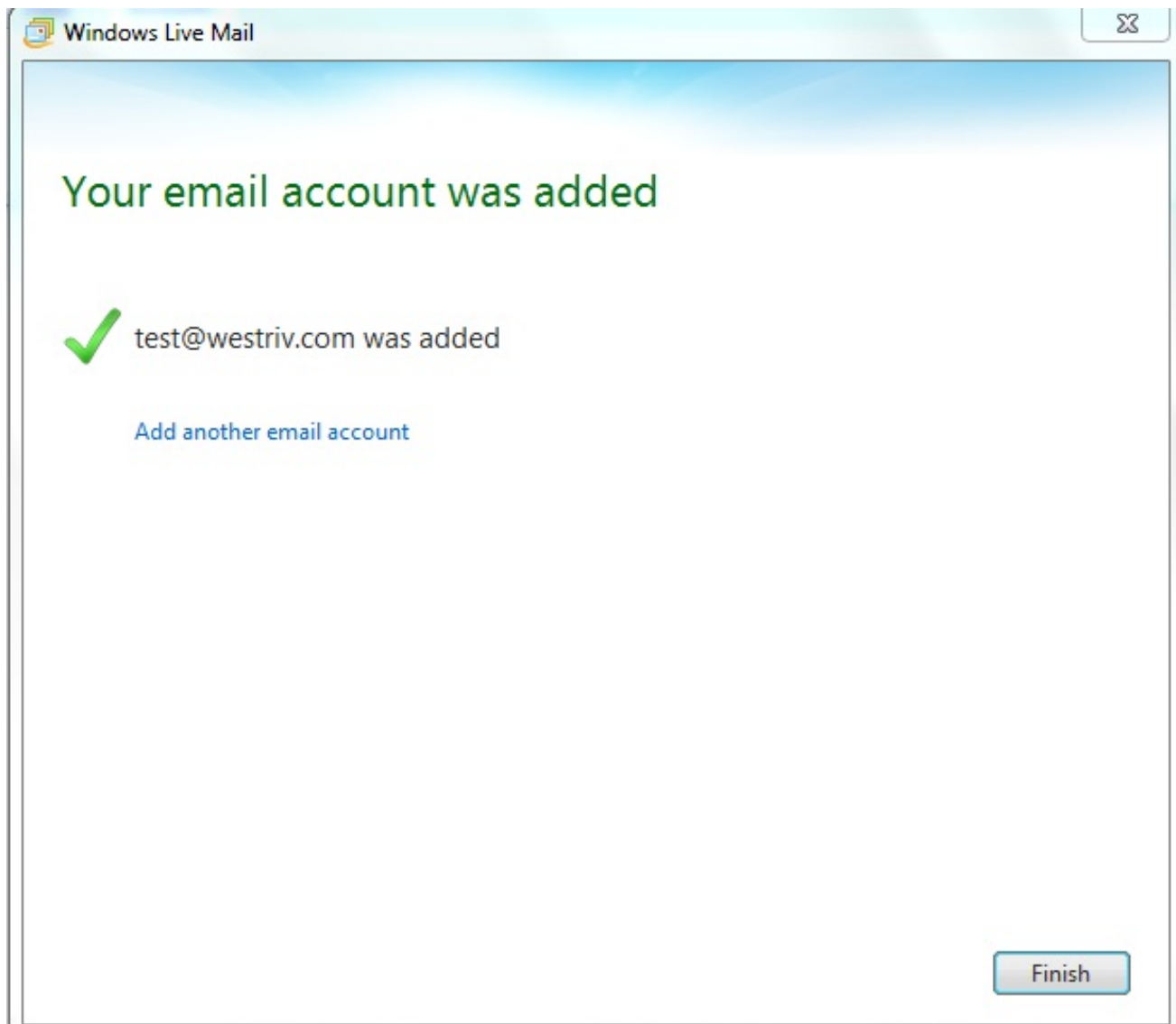
Outgoing server information

Server address: Port:
smtp.westriv.com 25

☐ Requires a secure connection (SSL)
☒ Requires authentication

Cancel Back Next

Step 6: Click on finish.



Your E-Mail Setup is complete.