## New Email Account Setup:

1. Start Thunderbird Mail and select Local Folders on the left side, then click Email under Set up an account:



2. In the Set Up an Existing Email Account window enter your name, the email address provided by Cincinnati Bell and the password created when the email address was activated. After those fields are entered click Continue.

Set Up an Existing	g Email Account		×
Your <u>n</u> ame:	Fake Email	Your name, as shown to others	
<u>E</u> mail address:	fakemail@fioptics.com	Your existing email address	
Password:	••••••		
	Remember password		
<u>G</u> et a new ema	il address	<u>C</u> ontinue C <u>a</u> ncel	

3. Thunderbird will attempt to auto configure the mail settings and then display a suggested configuration. Select either IMAP or POP3 then click Manual config.

Set Up an Existing Email Account X						
Your <u>n</u> ame: F	Fake Email	Your name, as shown to others				
Email address: fa	akemail@fioptics.com	Your existing email address				
Password:	•••••					
2	Re <u>m</u> ember password					
Configuration found by trying common server names						
● IMAP (remote folders) ○ POP3 (keep mail on your computer)						
Incoming: IMA	AP imap. fioptics.com	STARTTLS				
Outgoing: SMT	TP smtp. fioptics.com	STARTTLS				
Username: faker	mail					
Manual config Done Cancel						

4. Correct the incoming username to the full email address, this will automatically update the outgoing username. Then click Done.

Set Up an Existing Email Account							×		
Your name: Fake Email Your name, as sho		wn to other	5						
<u>E</u> mail address:	Email address: [fakemail@fioptics.com] Your existing ema		il address						
Password:	•••••	•••							
Remember password									
		Server hostname		Port		SSL		Authentication	
Incoming: IN	1AP ~	imap.fioptics.com	n	143	$\sim$	STARTTLS	~	Normal password	~
Outgoing: SM	ITP	smtp.fioptics.cor	m v	587	$\sim$	STARTTLS	~	Normal password	~
Username: Inc	coming:	fakemail@fioptic	s.com			Outgoing:		fakemail@fioptics.co	m
<u>A</u> dvanced con	fig						Re- <u>t</u> est	Done	C <u>a</u> ncel