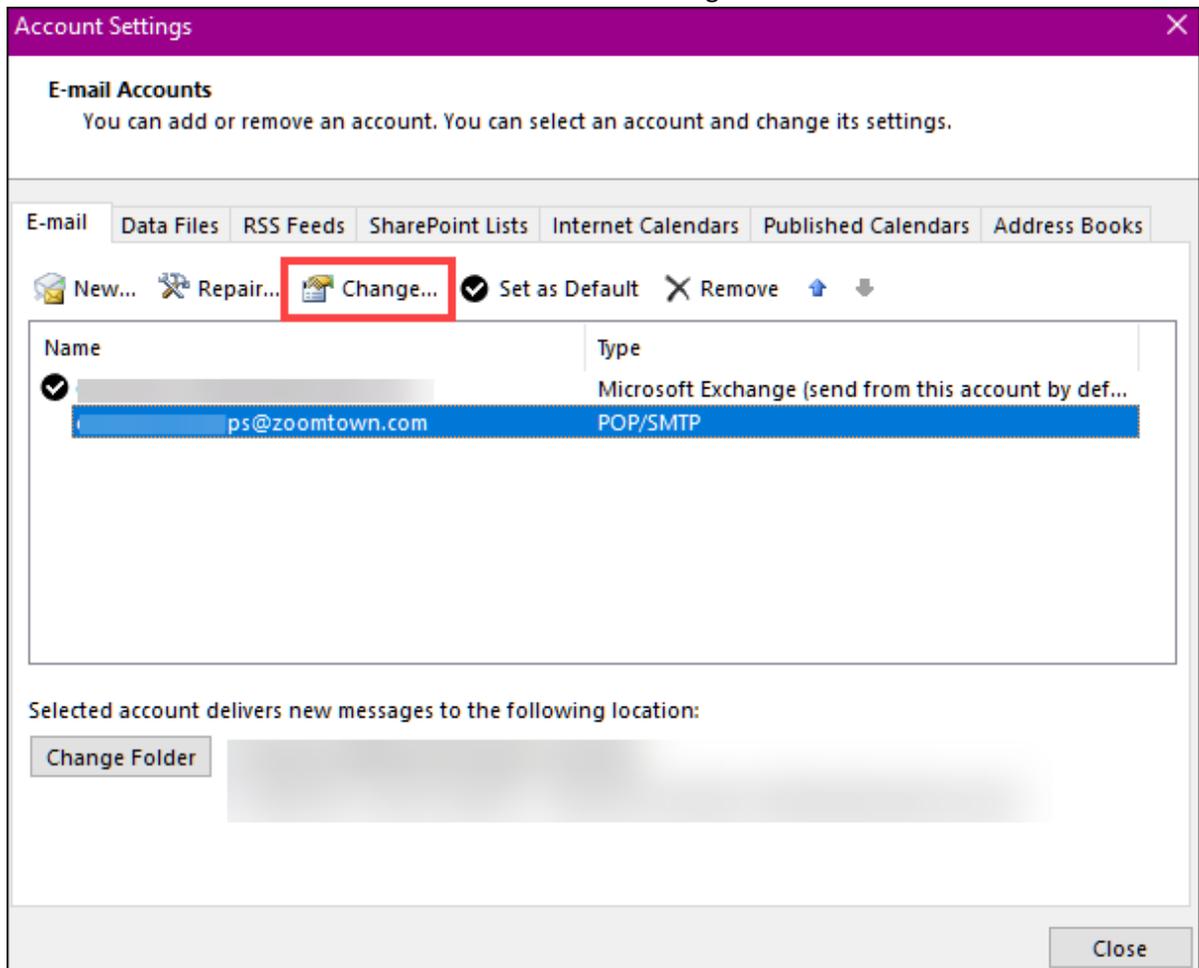


## Checking Settings on an Existing Account:

1. In the Info tab, click Account Settings then select Account Settings.



2. Select the email account to review and edit then click Change.



- Review and edit settings. If you are receiving an authentication error, click More Settings to view the Outgoing Server authentication setting.

**Add Account** [Close]

**POP and IMAP Account Settings**  
Enter the mail server settings for your account.

**User Information**  
Your Name: [Text Box]  
Email Address: [Text Box] @zoomtown.com

**Server Information**  
Account Type: [IMAP] [Dropdown]  
Incoming mail server: [imap.zoomtown.com]  
Outgoing mail server (SMTP): [smtp.zoomtown.com]

**Logon Information**  
User Name: [Text Box]@zoomtov  
Password: [Text Box]  
 Remember password  
 Require logon using Secure Password Authentication (SPA)

**Test Account Settings**  
We recommend that you test your account to ensure that the entries are correct.  
[Test Account Settings ...]  
 Automatically test account settings when Next is clicked

Mail to keep offline: All [Slider]

**More Settings ...** [Red Box]

< Back   Next >   Cancel

4. The outgoing server (SMTP) requires authentication must be checked with the option to use the same settings as the incoming mail server for a Cincinnati Bell email address.

The screenshot shows the 'Internet E-mail Settings' dialog box with the 'Outgoing Server' tab selected. A red rectangle highlights the following options:

- My outgoing server (SMTP) requires authentication
- Use same settings as my incoming mail server

Below these options, there are additional settings:

- Log on using
  - User Name:
  - Password:
  - Remember password
- Require Secure Password Authentication (SPA)

At the bottom of the dialog box, there are 'OK' and 'Cancel' buttons.