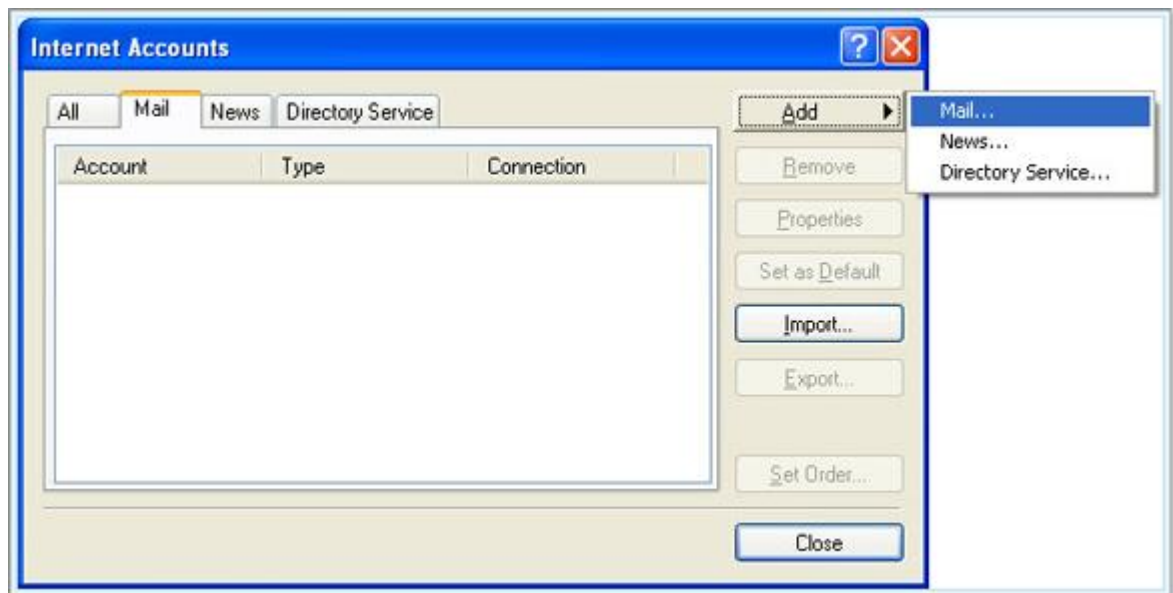


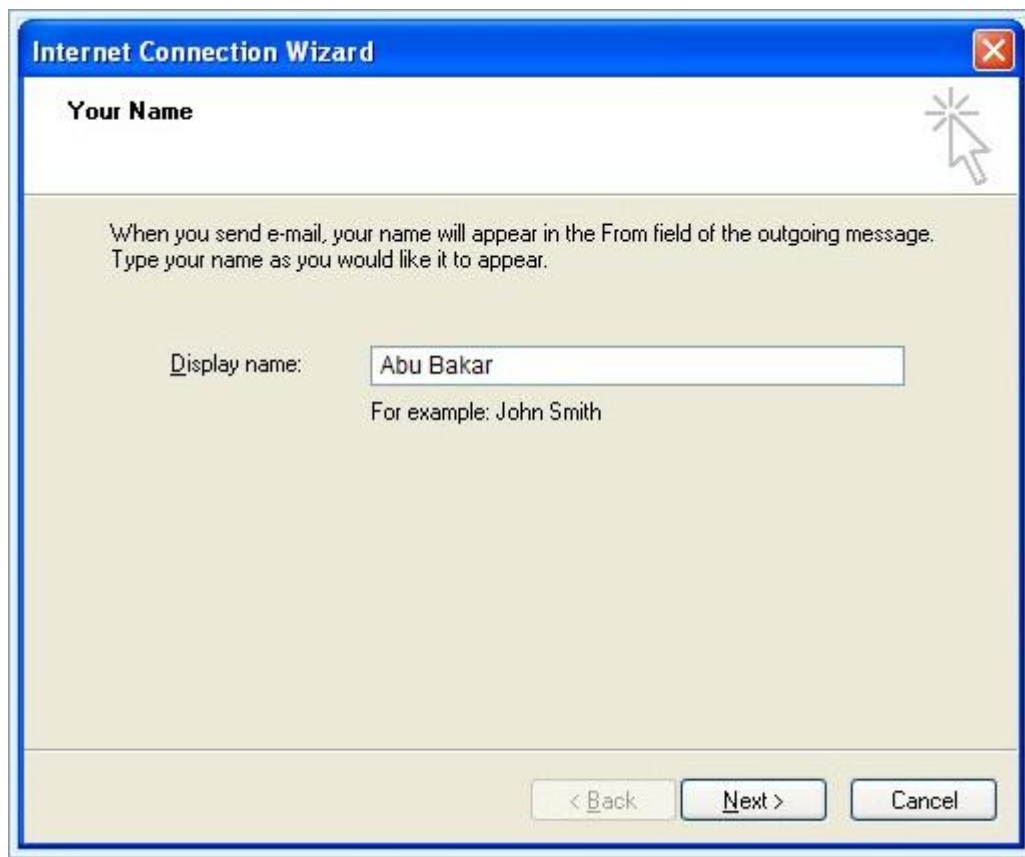
## How To Read Email Using Outlook Express

Do you want to read and send your email with Outlook Express? Here's how to set up Outlook Express to read and send email:

1. From the **Tools** menu, select **Accounts**.



2. Select the **Mail** tab. Click **Add > Mail**. This starts the Internet Connection Wizard.



3. In the Internet Connection Wizard, type your name as want it to appear when you send an email message, and then click **Next**.



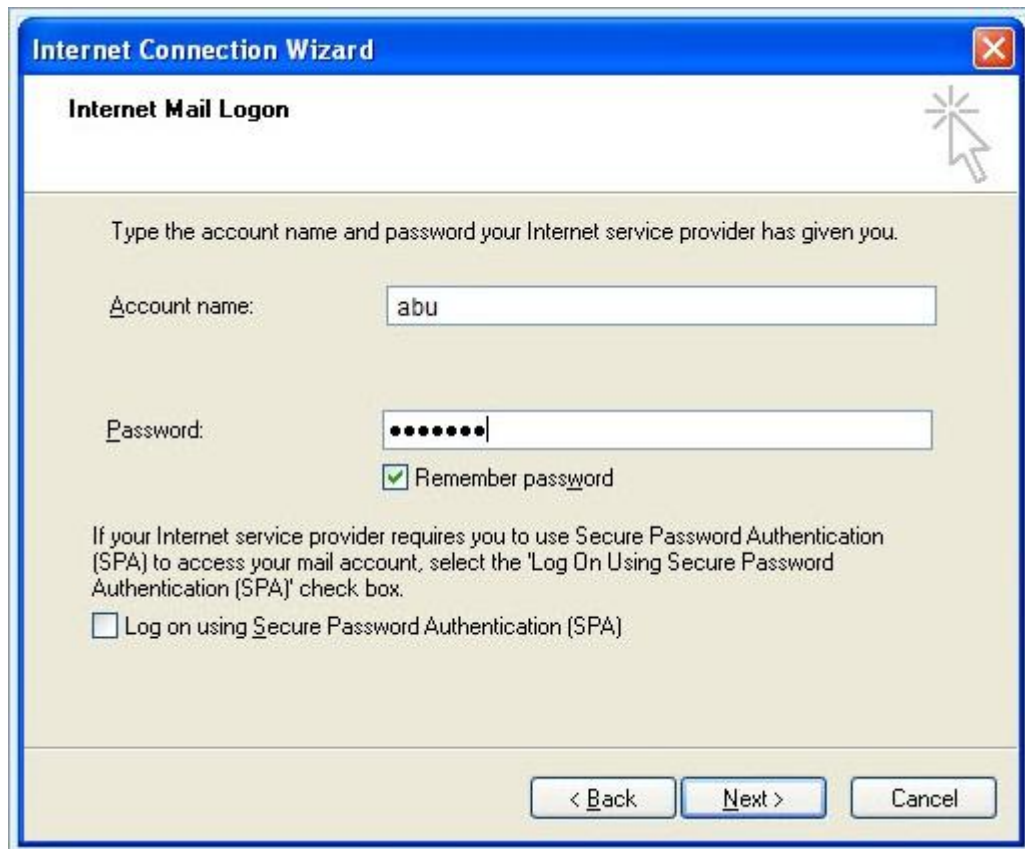
4. In the **E-Mail address** box, type your email address (for example, abu@perak.gov.my), and then click **Next**.



5. In the E-Mail Server Names fields:

- **My Incoming mail server is a:** Select **POP3** from the pull-down menu.
- **Incoming mail (POP3, IMAP, or HTTP) server:** Type **pop.perak.gov.my**
- **Outgoing mail (SMTP) server:** Type **smtp.perak.gov.my**

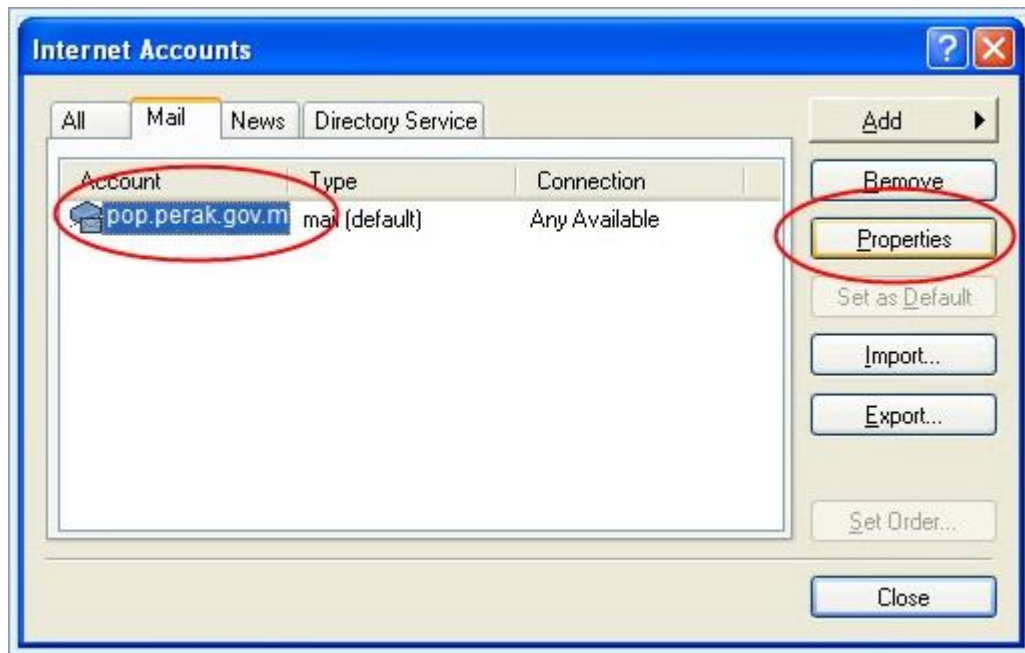
Click **Next**.



6. In the Internet Mail Logon fields:

- **Account Name:** Type your email ID (your email address without the "@perak.gov.my").
- **Password:** Type your password.
- Select the **Remember Password** checkbox if you don't want Outlook Express to prompt you for your password each time you check your mail.
- **Do not** select the **Log on using Secure** checkbox.
- Click **Next**. A screen appears telling you that you have successfully entered the information needed to set up your account.

7. Click **Finish** to save your account and exit the wizard.

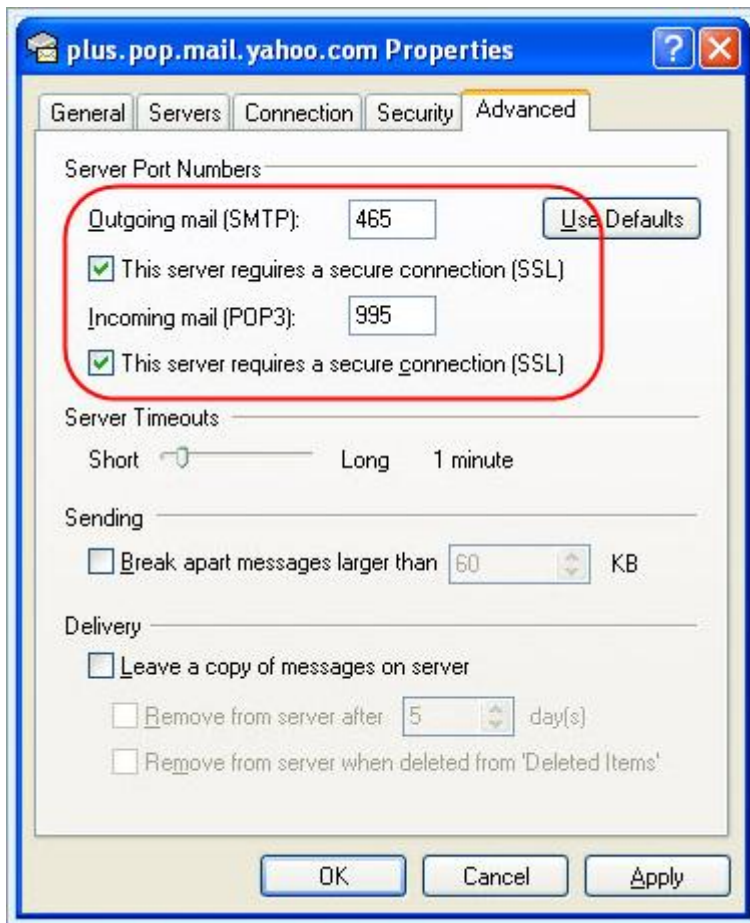


8. The outgoing mail server requires authentication. To turn this on, under **Account**, select **pop.perak.gov.my** and then click **Properties**. A properties dialog box for the account appears.



9. Click the **Servers** tab. Under **Outgoing Mail Server**, select the **My server requires authentication** checkbox.

10. Click the **Advanced** tab.



- Under **Outgoing Mail Server (SMTP)**, select the **This server requires a secure connection (SSL)** checkbox.
- In the **Outgoing mail (SMTP)** field, type **465** for the port number.
- Under **Incoming mail (POP3)**, select the **This server requires a secure connection (SSL)** checkbox. The port number in the **Incoming mail (POP3)** field usually changes automatically from 110 to **995**. If it doesn't, type **995** for the port number.

11. Click **OK** to save your settings.

12. Click **Close** to close the Internet Accounts dialog box.

You are now set up to send and receive email using Outlook Express.