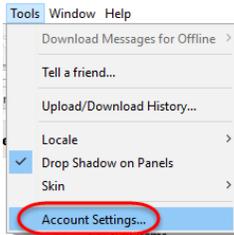
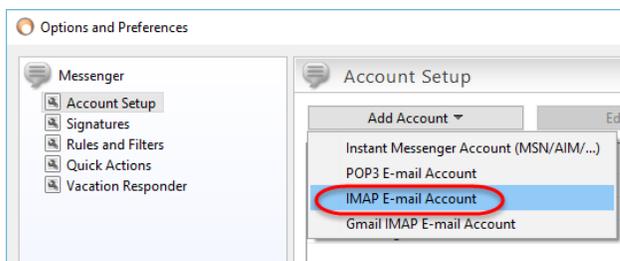


How to add an IMAP Hotmail E-mail Account in UVC

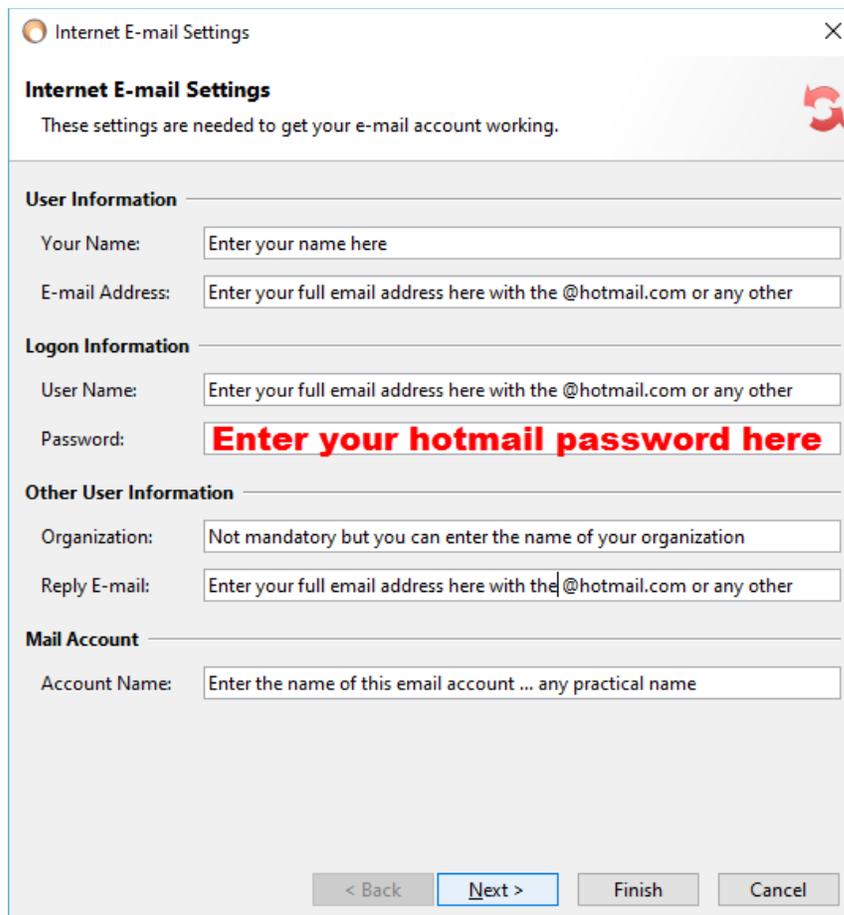
1. First click on **Tools** and then the option **Account Settings**.



2. Click on the **Account Setup**, located on the left side on the pop-up window, and the **Add Account** button to access the **IMAP E-Mail Account**.



3. Enter your information on this first window and then click on the **Next** button.

A screenshot of the 'Internet E-mail Settings' dialog box. The title bar says 'Internet E-mail Settings' with a close button. Below the title bar, it says 'Internet E-mail Settings' and 'These settings are needed to get your e-mail account working.' There is a red refresh icon. The dialog is divided into sections: 'User Information' with fields for 'Your Name' and 'E-mail Address'; 'Logon Information' with fields for 'User Name' and 'Password' (with a red instruction 'Enter your hotmail password here'); 'Other User Information' with fields for 'Organization' and 'Reply E-mail'; and 'Mail Account' with a field for 'Account Name'. At the bottom, there are four buttons: '< Back', 'Next >', 'Finish', and 'Cancel'.

4. Enter the following information (make sure it's like indicated below). Once the information is entered correctly click on the **Next** button.

Internet E-mail Settings

Internet E-mail Settings
These settings are needed to get your e-mail account working.

Server Information

Incoming mail server (IMAP):

Handle incoming mail through UVC servers (Recommended)
 Handle incoming mail directly from my local computer
 Enable Junk Filter

Outgoing Server

Connect to smtp server directly from my local computer Use UVC's built in SMTP server

Outgoing mail server (SMTP):

Outgoing server (SMTP) requires authentication
 Use same settings as my incoming mail server
 Log on using

User Name:
Password:

Please click the button below in order to test your account settings

< Back Next > Finish Cancel

5. On the **Internet E-Mail Settings** window enter the information as seen below. Make sure to select the correct **3 check mark** options.

If the port numbers for **Incoming** and **Outgoing** server differ from what is seen below write them down as they might be useful if the "test account" fails in step#6.

Once done click on the **Back** button.

Internet E-mail Settings

Internet E-mail Settings
These settings are needed to get your e-mail account working.

Server Port Numbers

Incoming server port:
 This server requires an encrypted connection (SSL)

Outgoing server (SMTP) port:
 This server requires an encrypted connection (SSL)
 Use TLS Encryption

Connection Settings

Connection Timeout: 60 seconds
 Check for new messages every: minutes

< Back Next > Finish Cancel

6. On this screen you will click on the **Test Account Settings** button to test your email account:

Internet E-mail Settings

Internet E-mail Settings
These settings are needed to get your e-mail account working.

Server Information

Incoming mail server(IMAP):

Handle incoming mail through UVC servers(Recommended)
 Handle incoming mail directly from my local computer
 Enable Junk Filter

Outgoing Server

Connect to smtp server directly from my local computer Use UVC's built in SMTP server

Outgoing mail server(SMTP):

Outgoing server (SMTP) requires authentication
 Use same settings as my incoming mail server
 Log on using

User Name:
Password:

Please click the button below in order to test your account settings

Test Account Settings

< Back Next > Finish Cancel

If done correctly you will see this message after UVC has finished testing:



8. Click on the **Finish** button.
Now you will need to make sure that your newly created IMAP account is “Enabled”.
You can also make it your “Default” account if you wish. Just make sure to add a check mark on that option.

Options and Preferences

Messenger

- Account Setup
- Signatures
- Rules and Filters
- Quick Actions
- Vacation Responder

Account Setup

Add Account Edit Account Delete

Account Name	Protocol	Default	Enabled
	UVC		<input checked="" type="checkbox"/>
	UVC		<input checked="" type="checkbox"/>
	POP3 E-mail Account	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	IMAP E-mail Account	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

OK Cancel

Please take note that it might take several minutes before UVC and the IMAP server syncs your emails and adds them to your UVC application.