

# Internet Email Setup Instructions

## •Netscape 6.x for Mac•

### Step 1

Drop down the Edit menu and choose Mail / News account settings. Highlight the Account Name of your old email account and click Delete. Then click Add. This will bring up the Wizard.



The screenshot shows a window titled "Account Wizard" with a sub-header "New Account Setup". The text inside reads: "This Wizard will collect the information necessary to setup a Mail or Newsgroup account. If you do not know the information requested, please contact your System Administrator or Internet Service Provider. Select the type of account you would like to setup:". Below this are four radio button options: "ISP or email provider" (which is selected), "AOL account (For example, jsmith@aol.com)", "Netscape WebMail", and "Newsgroup account". At the bottom are four buttons: "Cancel", "Back", "Next", and "Finish".

### Step 2.

It should already have ISP or email provider selected. If it does not, put a dot there. Click Next.



The screenshot shows a window titled "Account Wizard" with a sub-header "Identity". The text inside reads: "Each account can have its own identity, which is the information that identifies you to others when they receive your messages. Enter the name you would like to appear in the 'From' field of your outgoing messages. (For example, 'John Smith')". Below this is a text input field labeled "Your Name:" with the placeholder text "Your Name". The text continues: "Enter your email address. This is the address others will use to send email to you. (For example, 'example@netscape.net')". Below this is a text input field labeled "Email Address:" with the placeholder text "username@dynamis.net". At the bottom are four buttons: "Cancel", "Back", "Next", and "Finish".

**Your Name** Type in the name you wish to have printed in the headers of all your outgoing mail. Items entered in this field are not fussy -- you can use capital letters and spaces the way you normally would.

**Email Address** - Must be typed in exactly using all small letters, not leaving any blank spaces and not using any punctuation except the @sign and one period (between **dynamis** and **net**).

Click Next.



The screenshot shows a window titled "Account Wizard" with a "Server Information" header. It contains a section for "Incoming Server" with instructions to select a server type and enter a name. The "Server Type" is set to "POP Mail Server" and the "Server Name" is "freemail.dynamis.net". A note at the bottom explains that 'mail' is set as the outgoing (SMTP) server. Navigation buttons for "Cancel", "Back", "Next", and "Finish" are at the bottom.

**Account Wizard**

**Server Information**

Incoming Server

Select the type of incoming server you are using.

Server Type: **POP Mail Server**

Enter the name of your incoming server. (For example, "pop.netscape.net")

Server Name:

'mail' is set as your outgoing (SMTP) server. You need only one outgoing server, even for multiple accounts. Normally you choose the outgoing server for your most active mail account. To specify additional outgoing servers, choose Mail/News Account Settings from the Edit menu.

**Cancel** **Back** **Next** **Finish**

**Step 3.**

It should already have POP Mail Server selected. If it does not, choose it from the pull-down menu.

Your incoming mail server depends on your e-mail address. If your address is **@dynamis.net** then your incoming mail server is **freemail.dynamis.net** (all small letters, no empty spaces).

The screenshot shows a dialog box titled "Account Wizard" with a purple header bar containing the text "User Name". Below the header, the text reads: "Enter the user name given to you by your email provider. (For example, 'jsmith')". A text input field is labeled "User Name:" and contains the text "user". At the bottom of the dialog, there are four buttons: "Cancel", "Back", "Next", and "Finish".

**Step 4.**

Your user name with Dynamis is the part of your email address that precedes the @sign. E.g. - for user@dynamis.net the user name is user -- all small letters, no symbols or punctuation. Click Next.

The screenshot shows a dialog box titled "Account Wizard" with a purple header bar containing the text "Account Name". Below the header, the text reads: "Enter the name by which you would like to refer to this account. (For example, 'Work Account', 'Home Account' or 'News Account')". A text input field is labeled "Account Name:" and contains the text "user@dynamis.net". At the bottom of the dialog, there are four buttons: "Cancel", "Back", "Next", and "Finish".

**Step 4.**

**Account Name** - By default the wizard will put your email address in this field. You can leave it, or erase it and put in something else -- it is there in case you have more than one email address you want the program to check. You may use capital letters and spaces the way you normally would.

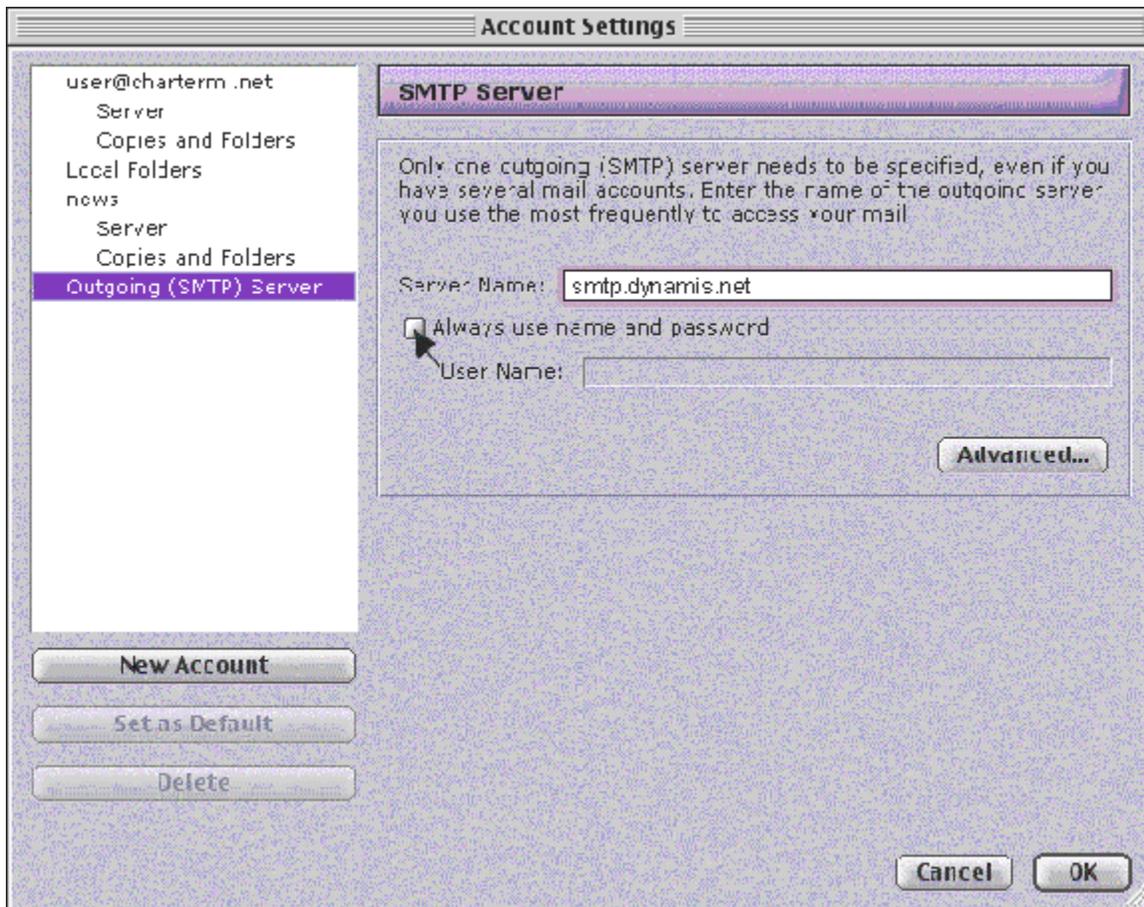


**Step 4.**

If everything looks correct, click Finish.

**Step 5.**

From the text menu at the left, choose Outgoing (SMTP) Mail Server from the list.



Type **freemail.dynamis.net** as your outgoing mail server name. Click the "Always use name and password" option.

Click OK to close, saving your changes. Your new mail account should be working now.