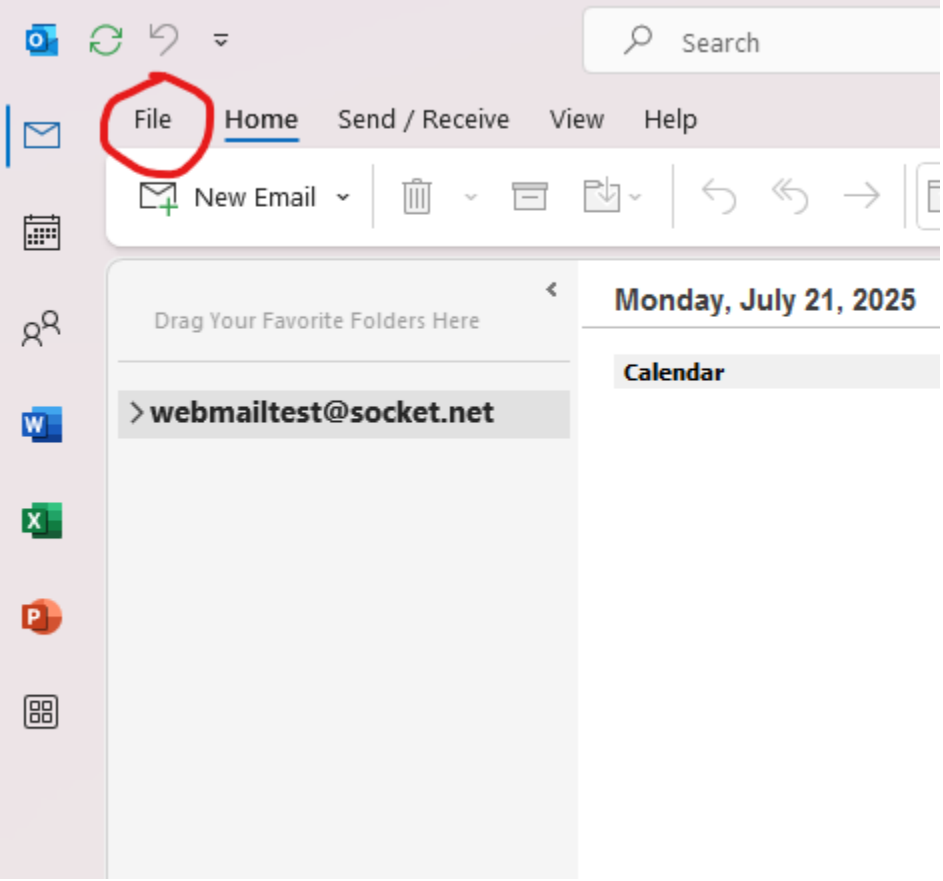
Outlook Classic

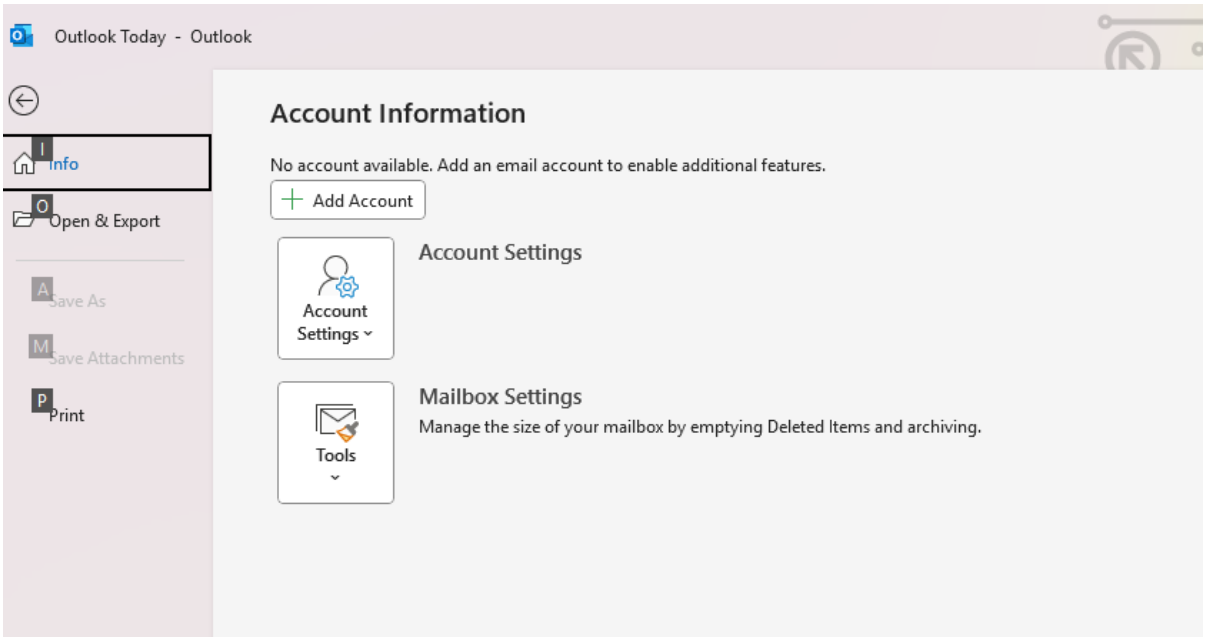
NOTE:
These instructions are designed to show setup, as well as how to alter existing server-side settings for Outlook (classic edition). In the case you are using an email which does not end with @socket.net, you will use most of the the same server settings listed in these instructions. However, any mention of “username” or “mail account” will have your full email. E.g. - Username/mail account = test@mvp.net

Firstly, go to your Outlook Classic application

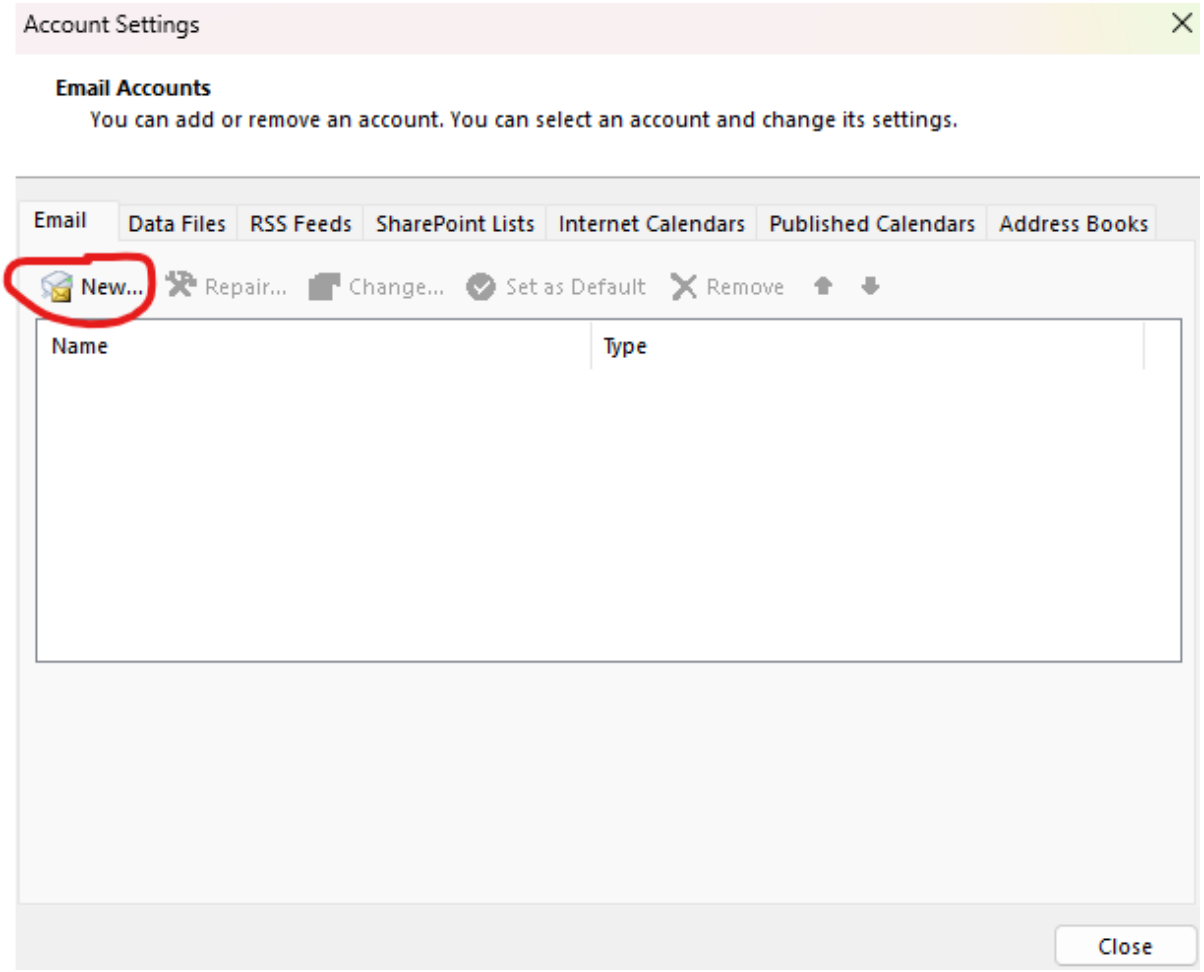
- From there, select the 'file' option at the top-left of the application



- Within this, select the option for "Account settings", and a dropdown menu should appear with "Account Settings". Select this.

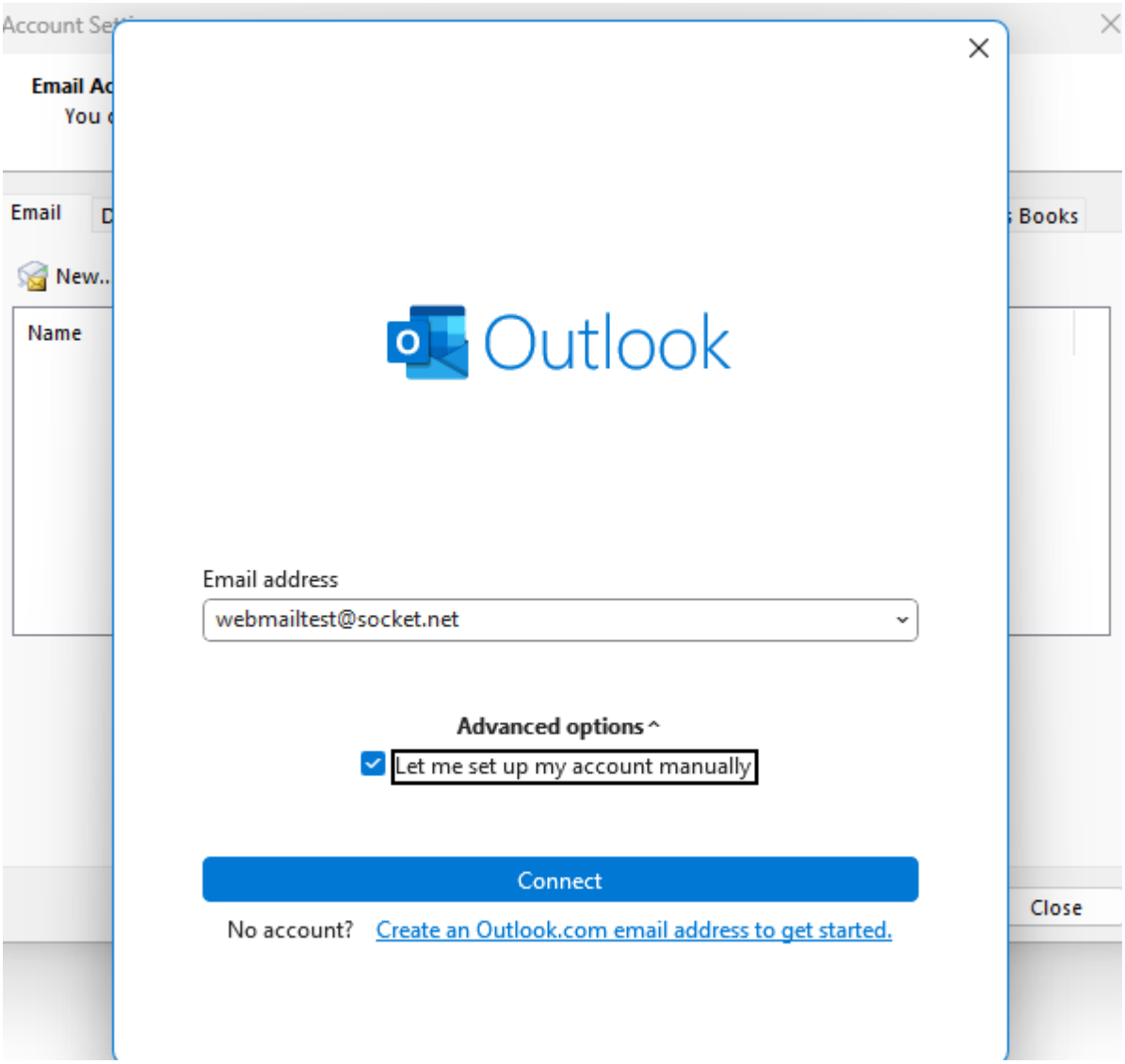


- Select the option for 'new' on the next popup window

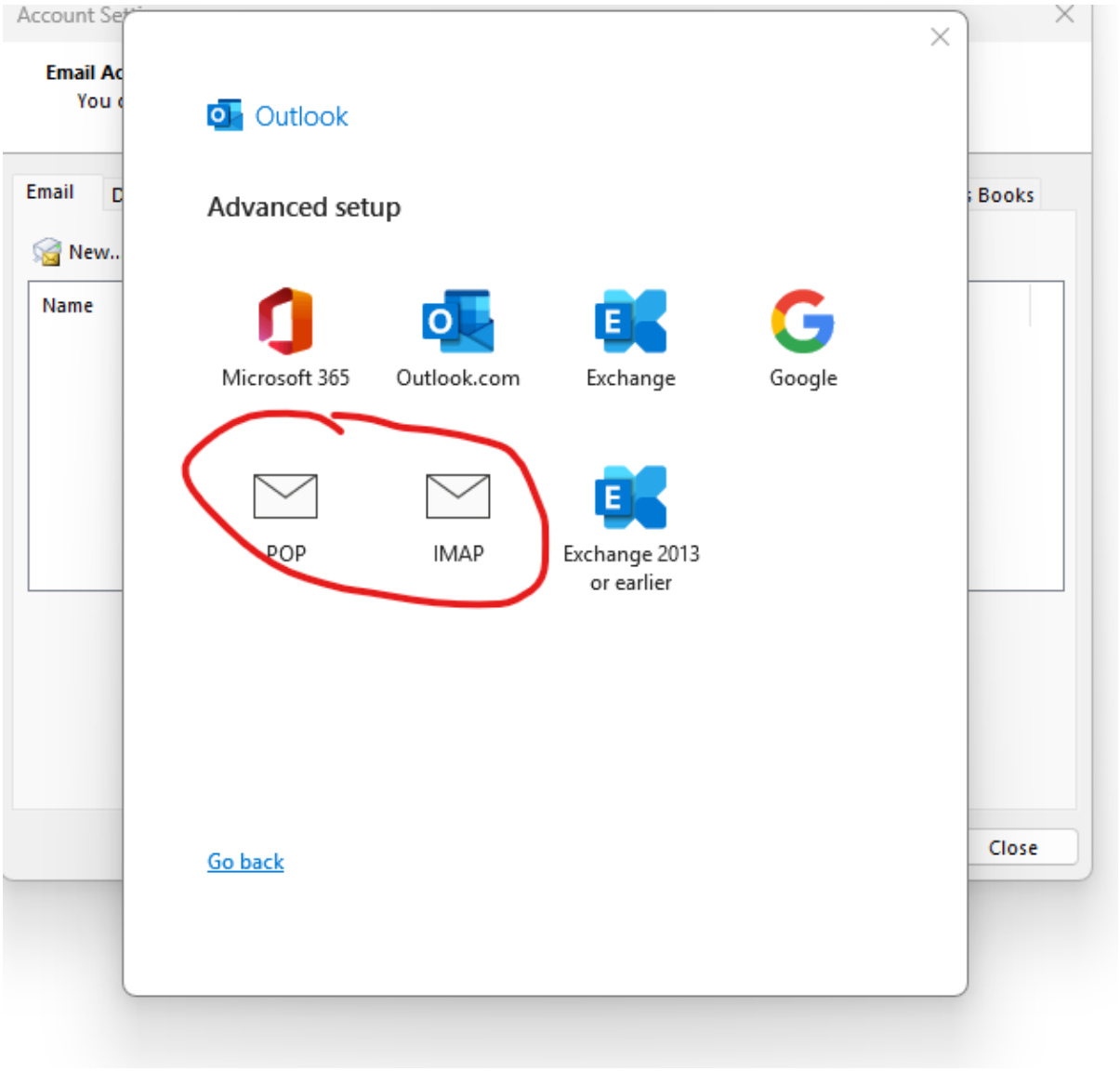


- This should allow you to punch in your email address. Please use your full socket.net email address.

.



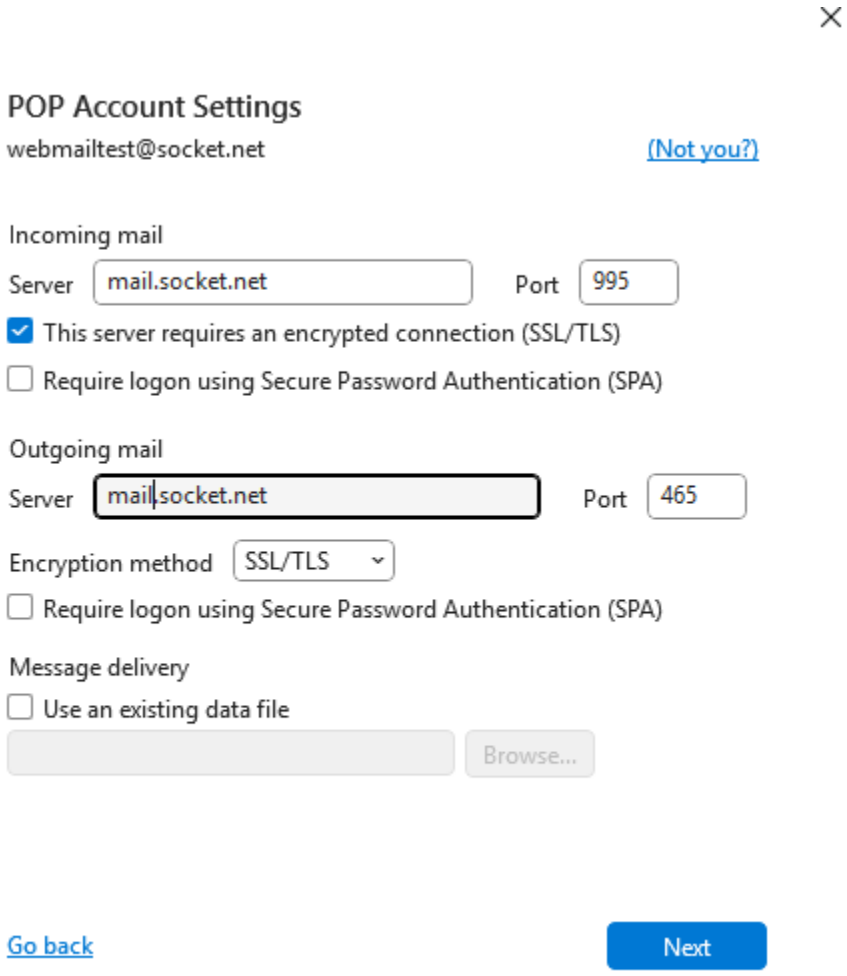
- After, select "advanced options", and select the box for "Let me set up my account manually", and click "connect"
- This will load for a bit. Afterwards, select the option for either IMAP/POP, according to your needs.
  (IMAP is considered to be 'modern mail', with all of your emails being accessible across all devices)
  (POP is an older version of mail, allowing you to download emails to your device. However, once these emails are downloaded, they are no longer accessible on other devices or clients)



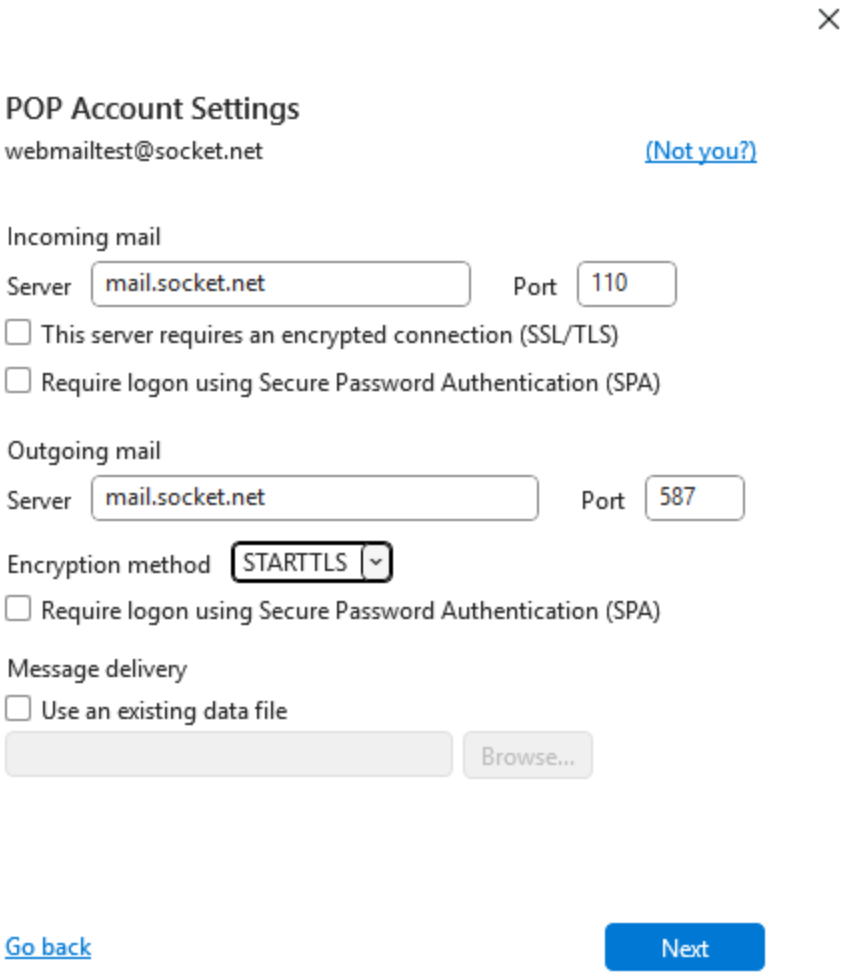
- On the next screen, punch in the full password for your socket.net mail account. Ensure this is correct.
- This should attempt to set up your email automatically. If done correctly on Outlook's end, your email account should be ready for use.

IF YOU ARE USING A POP CLIENT, then you will have to fill out a bit of additional information -

- You will see the following screen, please input the following information (adjusted for your individual email address)



- Additionally, you may use the following configuration for NON-SSL settings



Finally, if you are using another socket.net domain, you will use the above settings with the username/email. However, any mention of either “username” or “mail account” will be replaced with your FULL email address.

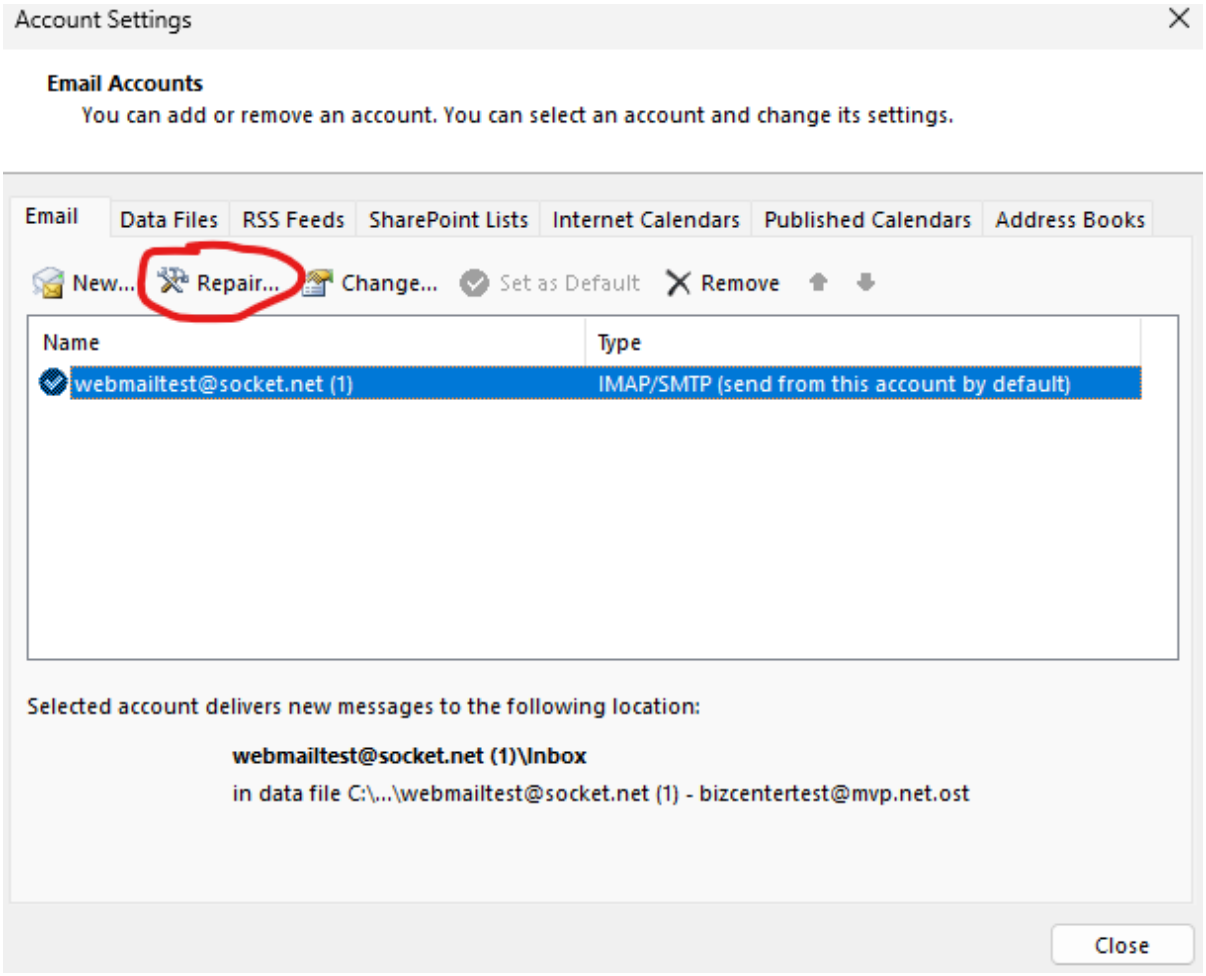
After hitting the ‘next’ button, you should have your socket email ready for use.

IMPORTANT NOTE:
You may have to fully reboot Outlook Classic for your account changes to take full effect. If this does not work, attempt rebooting your device entirely instead.

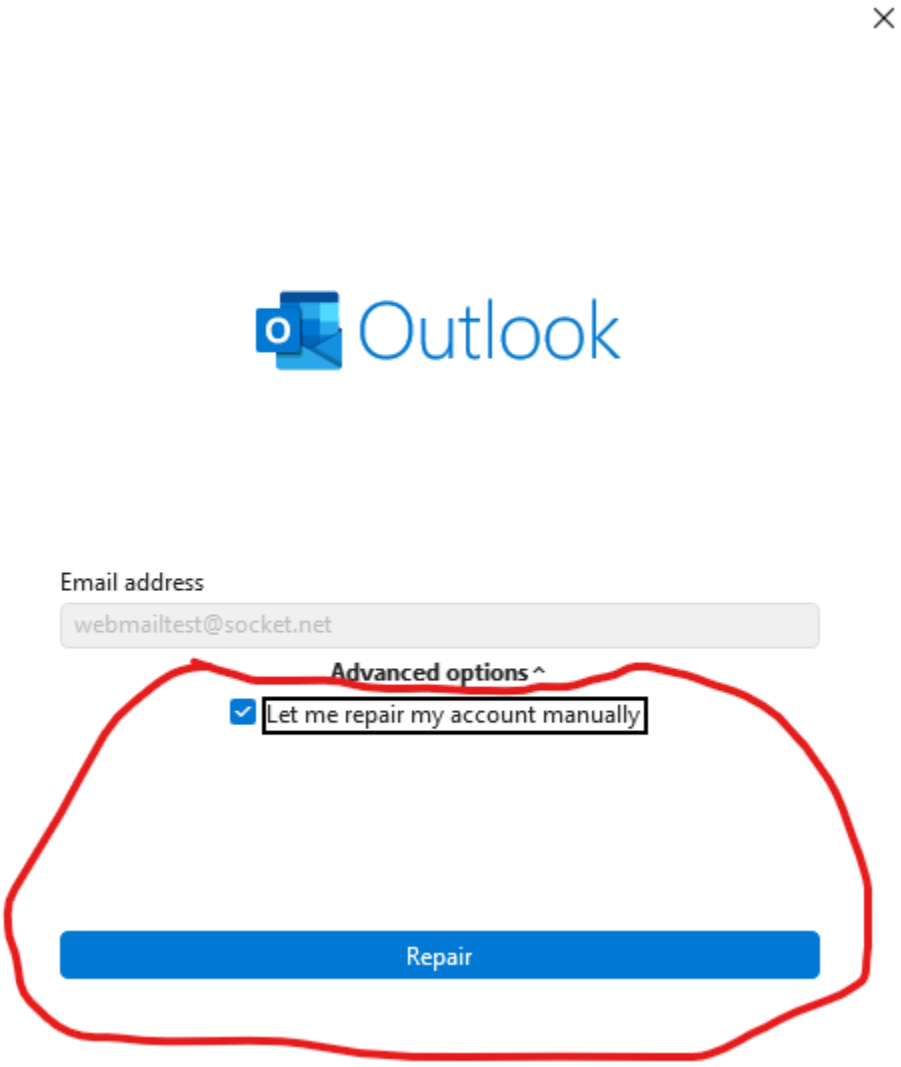
Repairing existing outlook classic accounts:

If there are further issues afterwards, it is recommended to do the following:
Repeat steps 1 and 2 to get back to your account settings page, listed at the beginning of this document.

Highlight your existing account, then click the 'repair' button

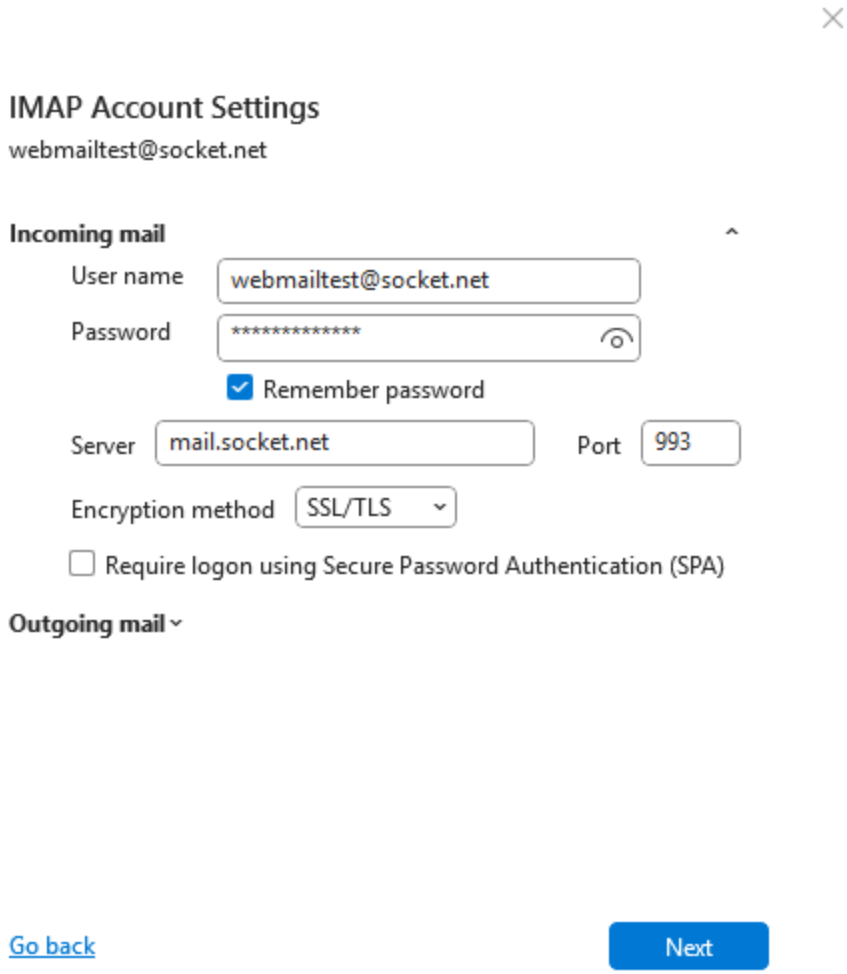


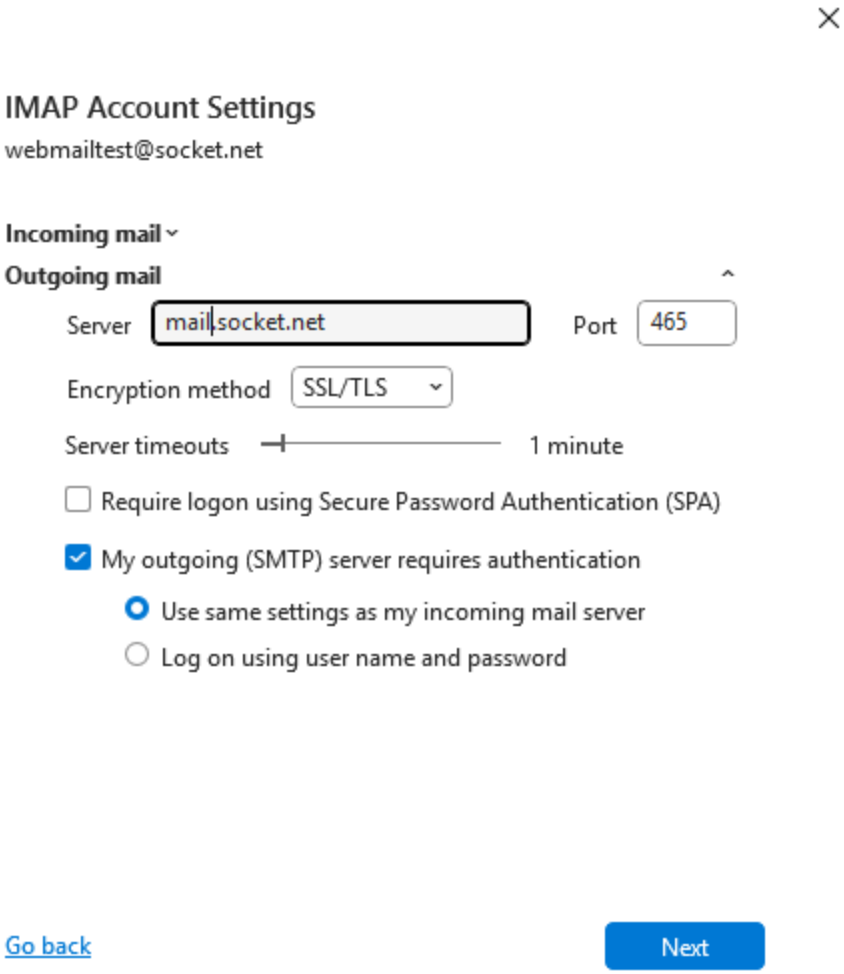
This should pop open a new window. Ensure that 'let me repair my account manually' is checked under 'advanced options', then click 'repair'



This should give you some options for both incoming/outgoing mail. You should be able to use the following configurations -

An example is included below of IMAP settings using SSL -


IMAP Account Settings
webmailtest@socket.net
Incoming mail
User name
webmailtest@socket.net
Password
****
Remember password
Server
mail.socket.net
Port
993
Encryption method
SSL/TLS
Require logon using Secure Password Authentication (SPA)
Outgoing mail
Go back
Next


IMAP Account Settings
webmailtest@socket.net
Incoming mail
Outgoing mail
Server
mail.socket.net
Port
465
Encryption method
SSL/TLS
Server timeouts
1 minute
Require logon using Secure Password Authentication (SPA)
My outgoing (SMTP) server requires authentication
Use same settings as my incoming mail server
Log on using user name and password
Go back
Next

SSL SETTINGS (Recommended) -

(IMAP)

Incoming Mail -
User name: Your full email address
Password: Your full email password. Pleasure ensure this is correct
Server: mail.socket.net
Port: 993
Encryption Method: SSL/TLS
Require logon using SPA: Disabled

Outgoing Mail -
Server: mail.socket.net
Encryption method: SSL/TLS

Port: 465
Require logon using SPA: Disabled
My outgoing (SMTP) server requires authentication: Enabled
Use same settings as my incoming mail server.

(POP)

Incoming Mail -
User name: Your full email address
Password: Your full email password. Pleasure ensure this is correct
Server: mail.socket.net
Port: 995
Encryption Method: SSL/TLS
Require logon using SPA: Disabled

Outgoing Mail -
Server: mail.socket.net
Encryption method: SSL/TLS
Port: 465
Require logon using SPA: Disabled
My outgoing (SMTP) server requires authentication: Enabled
Use same settings as my incoming mail server.

NON-SSL Settings:

(IMAP)

Incoming Mail -
User name: Your full email address
Password: Your full email password. Pleasure ensure this is correct
Server: mail.socket.net
Port: 143
Encryption Method: STARTTLS (or None)
Require logon using SPA: Disabled

Outgoing Mail -
Server: mail.socket.net
Encryption method: STARTTLS
Port: 587
Require logon using SPA: Disabled
My outgoing (SMTP) server requires authentication: Enabled
Use same settings as my incoming mail server.

(POP)

Incoming Mail -
User name: Your full email address
Password: Your full email password. Pleasure ensure this is correct
Server: mail.socket.net
Port: 110
Encryption Method: STARTTLS (or None)
Require logon using SPA: Disabled

Outgoing Mail -
Server: mail.socket.net
Encryption method: STARTTLS (or None)
Port: 587
Require logon using SPA: Disabled

My outgoing (SMTP) server requires authentication: Enabled
Use same settings as my incoming mail server.

IMPORTANT NOTE:

You may have to fully reboot Outlook Classic for your account changes to take full effect.
If this does not work, attempt rebooting your device entirely instead.