

How to Configure Entourage for msn.com E-mail

Email Type:
@msn.com



Use this document if:

- You need to configure Entourage for msn.com e-mail.

This document assumes:

- You know your msn.com e-mail address and password.
- Your msn.com e-mail address is associated to a Qwest DSL® account.
- You have a working copy of Entourage.
- You have a working Internet connection.

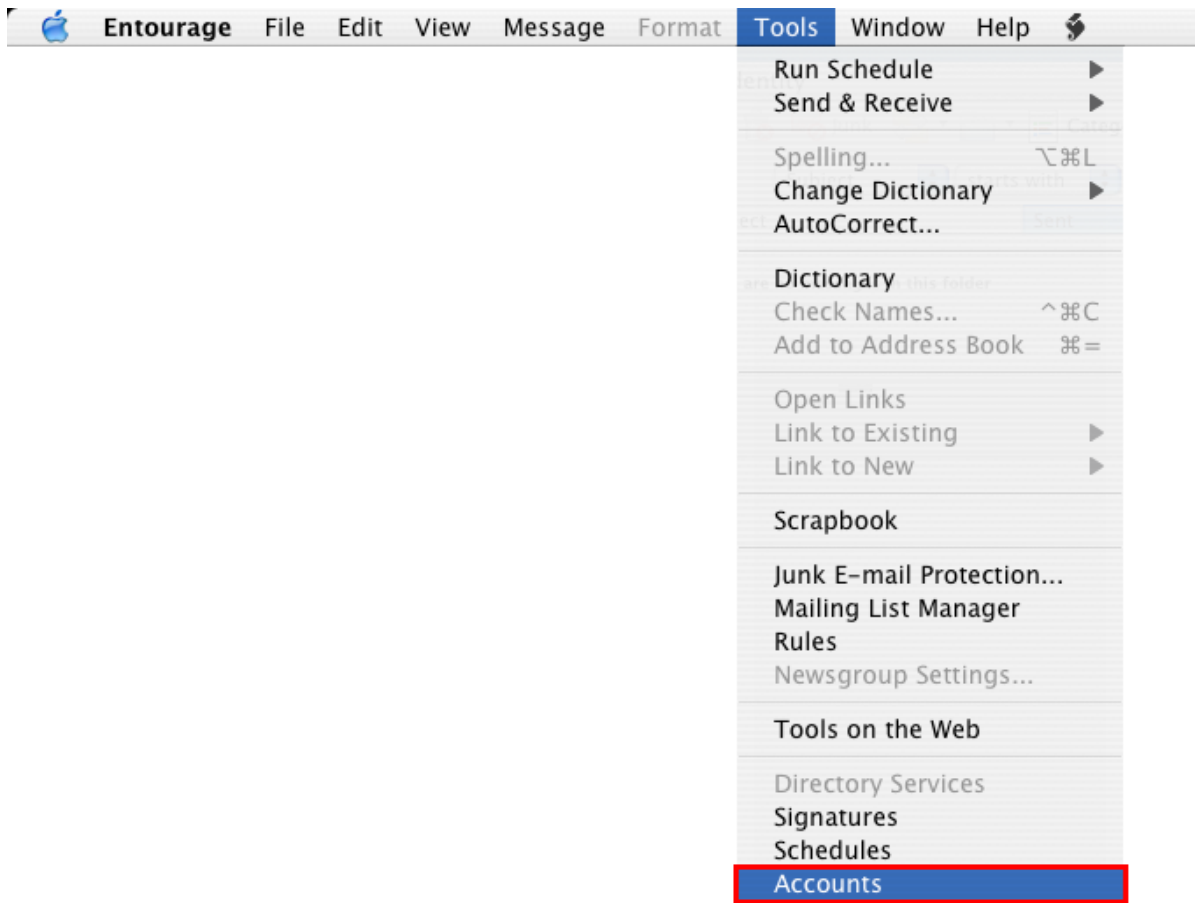
Incoming/Outgoing server info: If you are familiar with how to configure Entourage, use the following information. If you need more help, continue reading.

- Incoming Server: pop3.live.com (SSL enabled)
- Outgoing Server: smtp.live.com (SSL enabled, requires authentication)

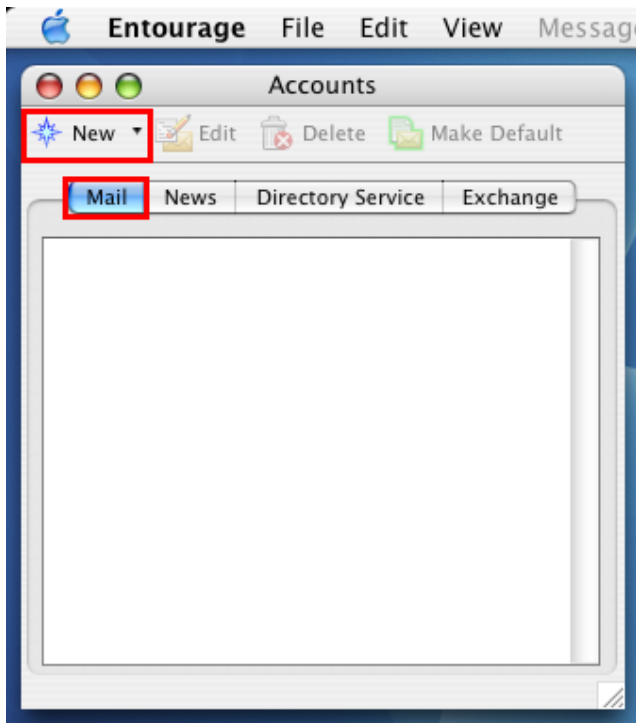
1. Open Entourage using the icon on your dock or by selecting the icon in your Applications folder.



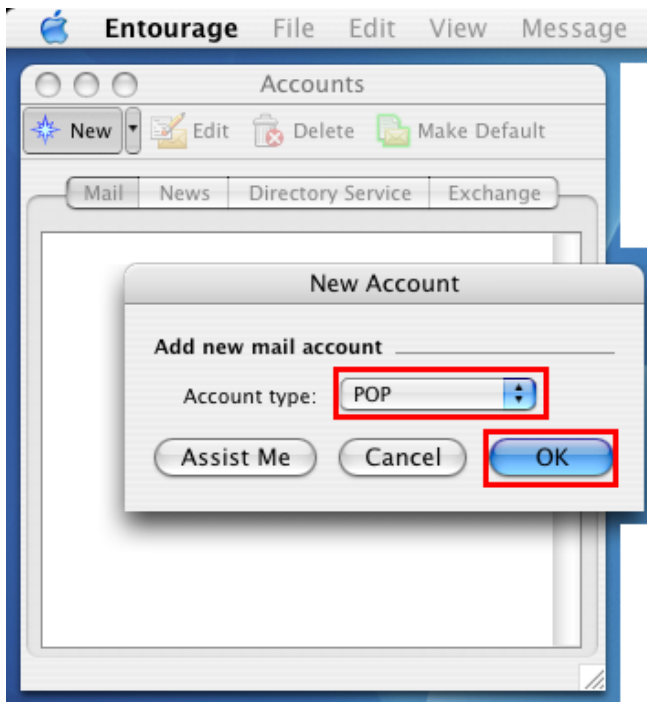
2. Select **Tools** then **Accounts** from the toolbar at the top.



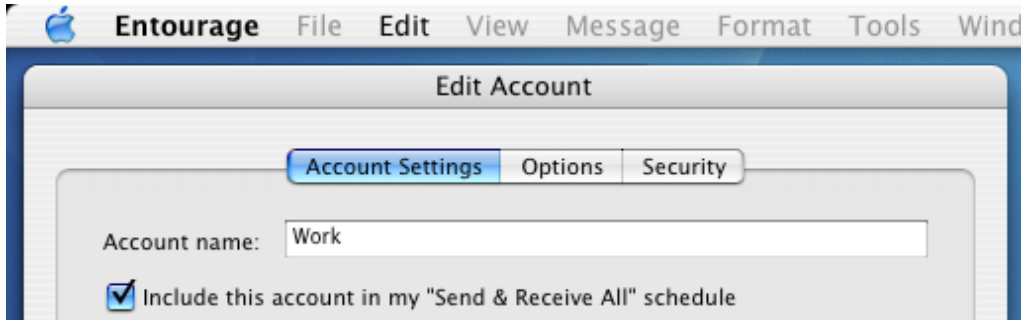
3. Select the **Mail** tab. Then, select the **New** button.



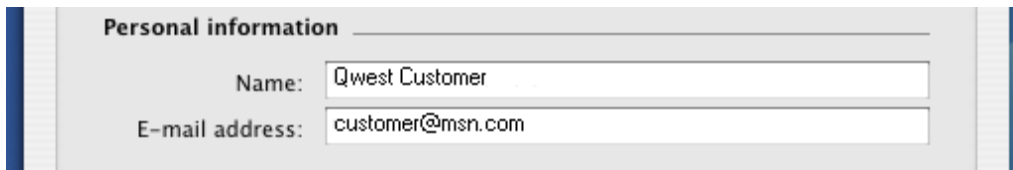
4. In the 'Account type' field, select **POP**. Then, select **OK**.



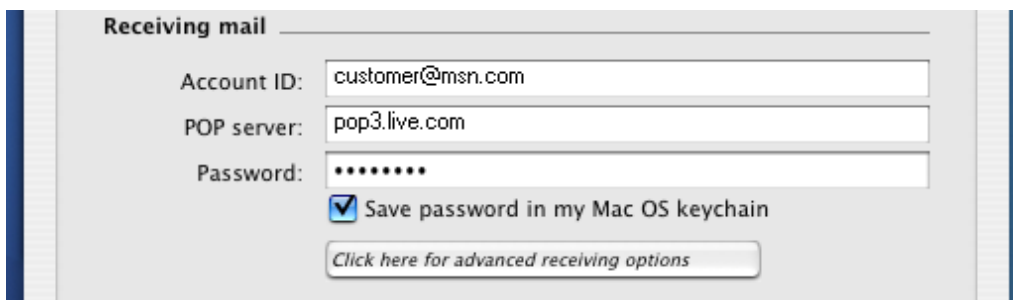
5. Enter a name you would like to identify this account. This can be helpful when using multiple email accounts within Entourage.



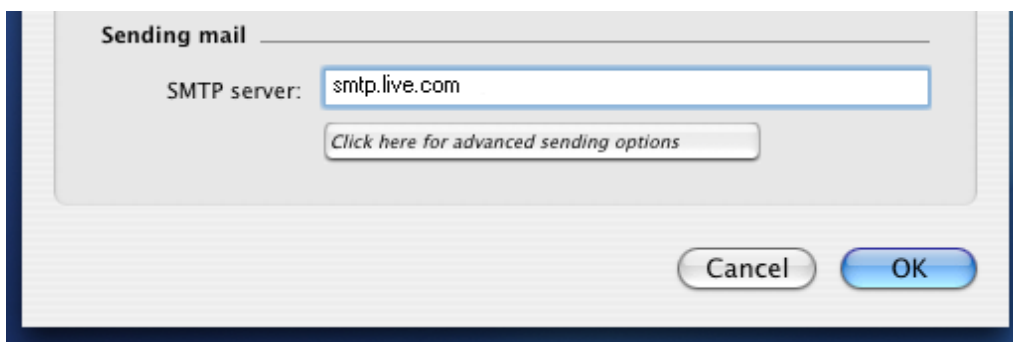
6. Enter your name as you would like it to appear in your outgoing mail. Then, enter your full @msn.com email address.



7. In the 'Account ID' field, enter your full @msn.com email address. Next, type in **pop3.live.com** in the 'POP server' field. Then, enter your msn.com account password.



8. In the 'SMTP server' field, enter **smtp.live.com**.



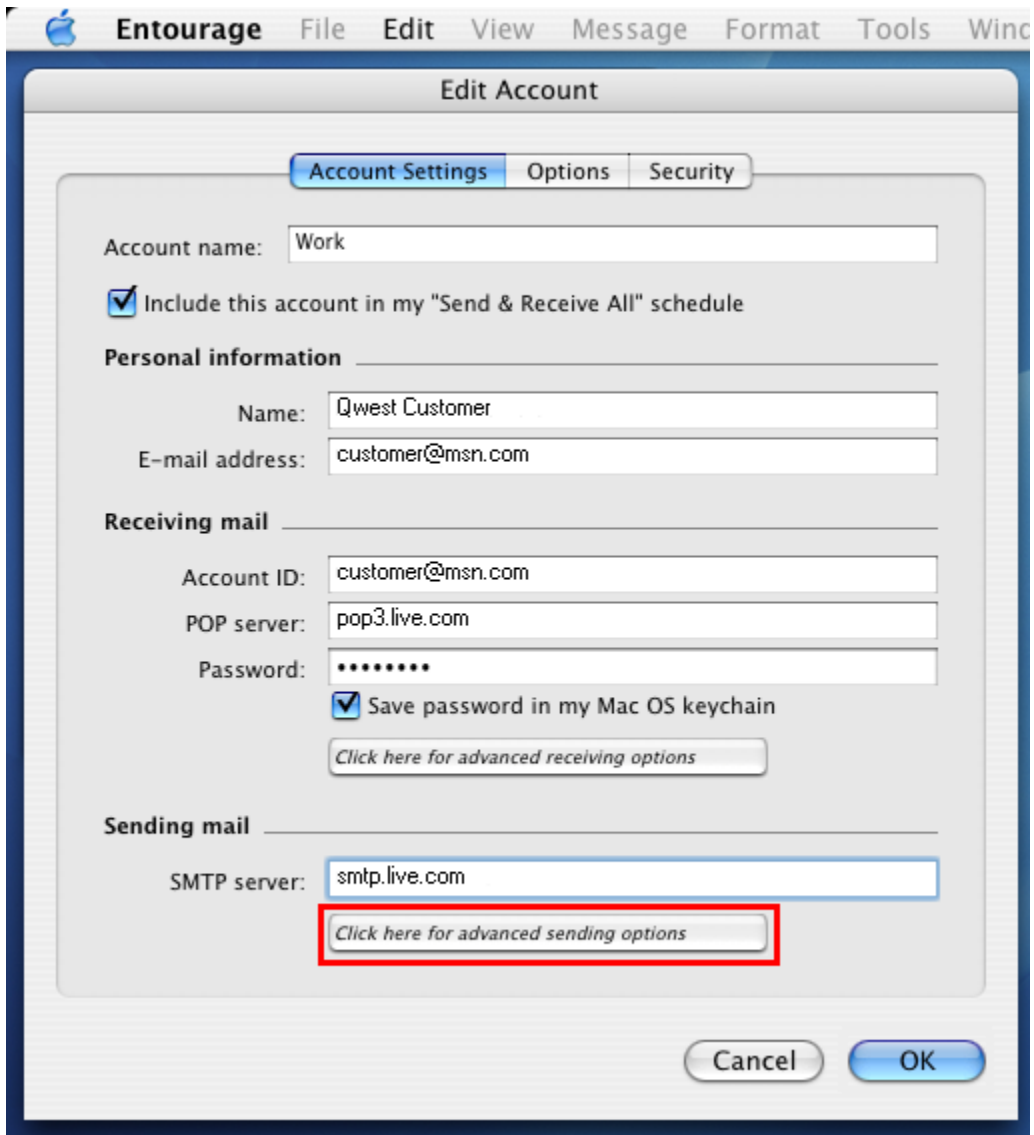
9. Select **Click here for advanced receiving options**.

The screenshot shows the 'Edit Account' dialog box in Entourage. The 'Account Settings' tab is selected. The 'Account name' is 'Work'. The checkbox 'Include this account in my "Send & Receive All" schedule' is checked. The 'Personal information' section shows 'Name: Qwest Customer' and 'E-mail address: customer@msn.com'. The 'Receiving mail' section shows 'Account ID: customer@msn.com', 'POP server: pop3.live.com', and 'Password: *****'. The checkbox 'Save password in my Mac OS keychain' is checked. A red box highlights the 'Click here for advanced receiving options' button. The 'Sending mail' section shows 'SMTP server: smtp.live.com' and a 'Click here for advanced sending options' button. The 'Cancel' and 'OK' buttons are at the bottom right.

10. Check the box next to **This POP service requires a secure connection (SSL)**. Then, close the mini-window by selecting the dash in the top left corner.

The screenshot shows the 'Advanced Receiving Options' dialog box. The checkbox 'This POP service requires a secure connection (SSL)' is checked and highlighted with a red box. The checkbox 'Override default POP port:' is unchecked, with a text field containing '995'. The checkbox 'Always use secure password' is unchecked.

11. Select **Click here for advanced sending options**.



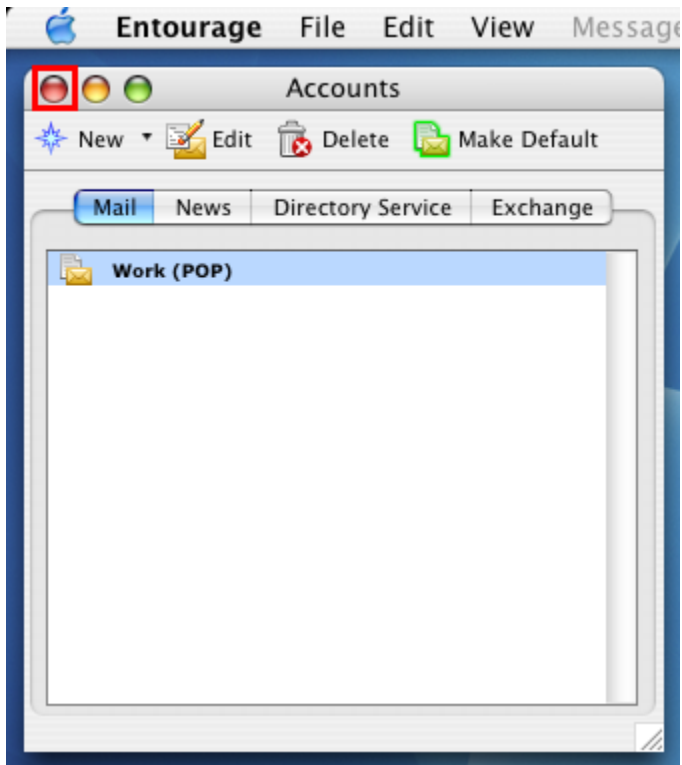
12. Check the boxes next to **SMTP service requires secure connection (SSL)** and **SMTP server requires authentication**. Then, close the mini-window by selecting the dash in the top left corner.

SMTP service requires secure connection (SSL)
 Override default SMTP port: 25
 SMTP server requires authentication
 Use same settings as receiving mail server
 Log on using
Account ID:
Password:
 Save password in my Mac OS keychain
Domain for unqualified addresses:

13. Select the **Options** tab. Put a checkmark next to **Leave a copy of each message on the server**. Click **OK**.

Account Settings Options
Message options
Server options
 Partially receive messages over 20
 Leave a copy of each message on the server
 Delete messages from the server after
 Delete messages from the server after this computer
Cancel OK

14. Select the red gum drop to close the window.



Congratulations, you have configured Entourage for your @msn.com e-mail.