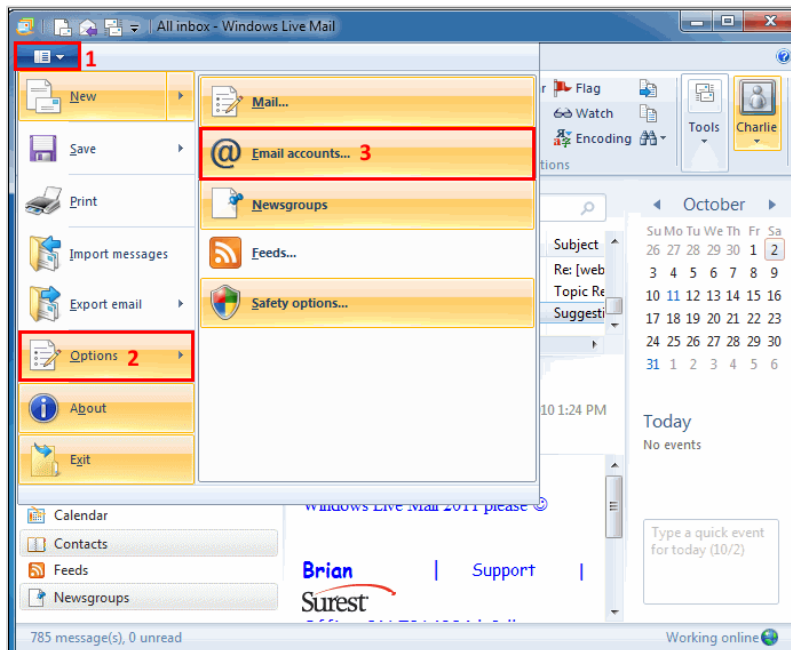


Windows Live

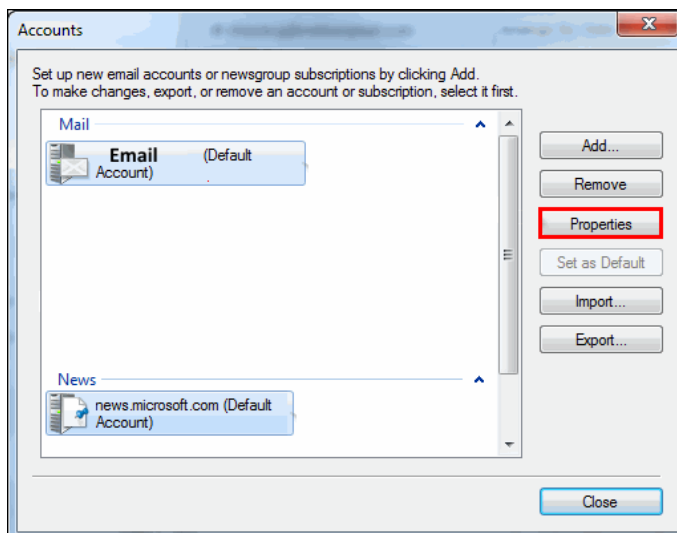
This document is to show how to configure the email client Windows Live Mail.

Make sure you have the correct credentials (these can be found in Katana).

1. Open Windows Live Mail
2. Click on the top left drop down menu
3. Scroll over **Options** and then click on **Email Accounts...**



4. Select the appropriate mail account and click on **Properties**.



This will open the properties dialog box.

5. Click on the **Servers** Tab
6. This is the server settings page.
7. Please use the following settings

My incoming mail server is a **IMAP** server.

- Incoming Mail (IMAP): mail.cheqnet.net
- Outgoing mail (SMTP): mail.cheqnet.net

Incoming Mail Server

Email Username: username@cheqnet.net

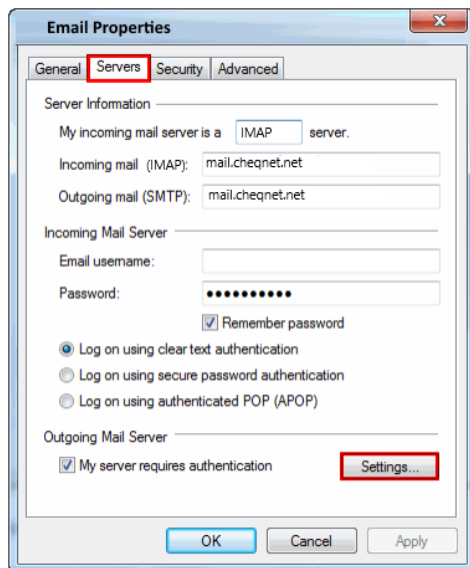
Password: Your mailbox password

Remember Password: Selected

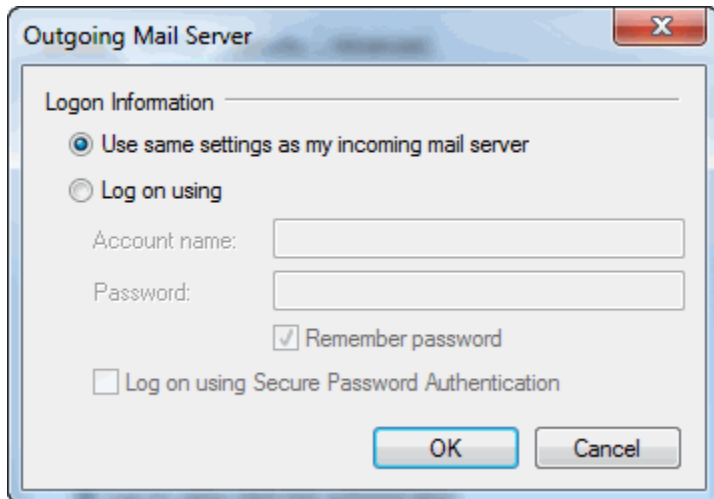
Log on using clear text authentication

Outgoing Mail Server

Ensure that **'My Server requires authentication'** is selected.



8. Under Outgoing Mail Server. Click on **Settings**
9. Confirm that **use same settings as my incoming mail server** is selected.



Simply click **OK** then **OK** again to save your settings.