

APPLICATION USER GUIDE

EasyMailSetup 

Application: EasyMailSetup

Version: 4.1

EasyMail Setup is a simple and convenient email management tool, which allows you to create an account, configure various domain email accounts and email account features.

Summary Contents

| | | |
|-----------------------|---|----|
| 1 | Introduction | 3 |
| 1.1 | Navigation | 3 |
| 2 | Create a New Account | 4 |
| 2.1 | Create an Email Account | 4 |
| 2.2 | Create an Alias Account | 7 |
| 3 | Modifying an Existing Email Account | 8 |
| 3.1 | Modify an Email Account | 8 |
| 3.1.1 | More Settings | 9 |
| 3.2 | Modify an Alias Account | 15 |
| 4 | Go To My Dashboard | 16 |
| 4.1 | Email accounts | 16 |
| 4.2 | Alias Accounts | 18 |
| 5 | Settings | 19 |
| 5.1 | Catchall | 19 |
| 5.2 | SPF (Sender Policy Framework) | 19 |
| 5.3 | Email Settings | 20 |
| 5.4 | Virus Scanning | 20 |
| 6 | Help | 21 |

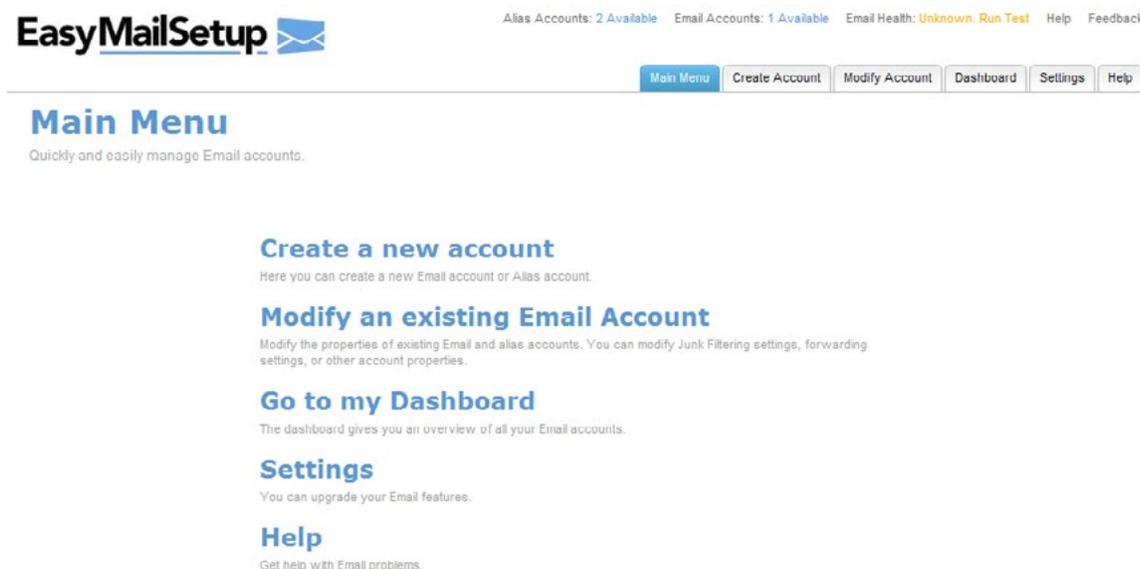
Introduction

EasyMail Setup is a simple and convenient email management tool. With EasyMail Setup you can create an account, and configure various domain email accounts and email account features. EasyMail Setup allows users to access email through a preferred email client or by using Webmail. To get started with EasyMail Setup take the following steps:

To Launch EasyMail Setup:

- Click on the **EasyMail Setup** icon.

The application opens in a new window.



The screenshot shows the EasyMail Setup web application interface. At the top left is the logo "EasyMailSetup" with an envelope icon. To the right of the logo, there is a status bar with the following text: "Alias Accounts: 2 Available", "Email Accounts: 1 Available", "Email Health: Unknown. Run Test", "Help", and "Feedback". Below the status bar is a navigation menu with buttons for "Main Menu", "Create Account", "Modify Account", "Dashboard", "Settings", and "Help". The "Main Menu" button is highlighted. Below the navigation menu is the "Main Menu" section, which includes the following items:

- Create a new account**: Here you can create a new Email account or Alias account.
- Modify an existing Email Account**: Modify the properties of existing Email and alias accounts. You can modify Junk Filtering settings, forwarding settings, or other account properties.
- Go to my Dashboard**: The dashboard gives you an overview of all your Email accounts.
- Settings**: You can upgrade your Email features.
- Help**: Get help with Email problems.

Navigation

The main menu is located on the top-right corner of EasyMail Setup.

- **Main Menu:** Links you to the main page within EasyMail Setup.
- **Create a new account:** Allows you to create a new email account or a new alias account.
- **Modify an existing Email Account:** Allows you to change email account settings or alias accounts.
- **Go to my Dashboard:** Allows you to view all domain email accounts.
- **Settings:** Allows you to create a catchall email address and enable email virus scanning.
- **Help:** Allows you to access information on managing your email and alias accounts.
- **Feedback:** Allows you to send feedback concerning EasyMail Setup.

Create a New Account

By accessing this page, you can create a new email or alias account.

Create an Email Account

The postmaster account is created automatically when your domain is registered. However, this account is not included as part of the total number of available mailboxes. It is very important that you not only keep this account, but also periodically check it for messages. For example, emails addressed to a non-existent account will be sent to the postmaster account.

Note: Do not delete the postmaster account – email accounts under a domain will not work unless the default postmaster account exists.

The EasyMail Setup wizard is a guide through the email account creation process.



Alias Accounts: 2 Available Email Accounts: 1 Available Email Health: Unknown. Run Test Help Feedback

Main Menu Create Account Modify Account Dashboard Settings Help

New Account Type

Please select which type of account you would like to create.

Create an Email Account

You are currently using 1 of 2 available Email Accounts.

"Email" accounts allow you to send and receive Email. They can be accessed by Webmail, POP3, IMAP.

Create an Alias Account

You are currently using 0 of 2 available Alias Accounts.

"Alias" accounts are Email addresses which forward mail to one or more Email accounts. Aliases do not have their own inbox.

The setup wizard is designed to create email accounts and alias accounts. Please note the differences between an email account and an alias account when creating a new email address.

- An email account has a physical mailbox on the system that can be accessed by any POP or IMAP mail client such as Outlook, Outlook Express, Thunderbird, etc.
- An alias account is an email address with no physical mailbox, the email address will forward email to an email address with a physical mailbox.

With EasyMail Setup, creating a new email account takes just a few steps. You begin by entering the new account details, and then set your spam filter settings to complete the process.

To Create an Email Account:

1. Click **Create Account**.
2. Click **Create an Email Account**.
3. Complete the following:

Email Account Details

Please fill in your account details:

Account Name: @arassanov.test.com

Password:

Password strength: Not rated

Re-enter password:

Forgot Password Question: -- Select Question --

Forgot Password Answer:

- **Account Name** – Enter the email account name.
 - **Password** – Enter a new password.
 - **Re-Enter Password** – Confirm your new password.
 - **Forgot Password Question** – Choose a question to retrieve forgotten passwords from the drop-down menu.
 - **Forgot Password Answer** – Enter the answer to your selected question.
4. Click **Next**.
5. Select junk filtering settings:

Recommended Settings

It is recommended that you choose your Junk Filtering settings below. The recommended settings are already set for you. This will greatly reduce the amount of Junk that you receive. Click Next to accept these settings.

Email: test123@arassanov.test.com

Junk Filter Status:

Filter Type:

Delete Junk:

- **Junk Filter Status** allows you to select junk filter activity.
 - **Off** – Turn off any spam filtering.
 - **Light** – Filtering uses a higher point total to classify spam, and therefore is less capable of detecting and filtering out spam; however, if you have set your spam to be automatically deleted, you may want to use the lighter filtering mode to ensure that regular email classified as spam is not deleted.
 - **Standard** – A custom level of spam filtering is turned on and email will be filtered to remove email from unfamiliar email addresses.
 - **Aggressive** – All email that is not in your contact or “safe” list will be filtered as junk mail.

Please note: There is always a risk that the spam filter may classify legitimate email as spam. You may not want to enable the automatic deletion of spam if you are concerned about this possibility. It is recommended you frequently review your spam, trash and/or junk folders to ensure a legitimate email has not been classified as spam. It is also recommended that you add email addresses to your contact lists to ensure your email account receives all emails from the specified sender.

- **Filter Type** provides options for identifying and flagging email as spam.
 - **Quarantine Spam** – Email which the spam filter classifies as spam will be held back by the mail server and placed in a “quarantine folder.” This folder is called “SPAM. Incoming.” Email which is placed in the quarantine filter will not be delivered with your regular email. To review these emails you will need to visit the corresponding folder. Email in your quarantine folder can be viewed by any email client that maintains an IMAP connection with your email server.

- **Delete Spam** – Email which the filter classifies as spam will be deleted automatically after the period specified. ***Email which is deleted in this manner is unrecoverable.***

Please note: There is always a risk that the spam filter may classify legitimate email as spam. We do not recommend enabling the automatic deletion of spam due to this possibility.

- **Tag and Deliver Spam** - Email which the spam filter classifies as spam will have “**SPAM**” added to the subject heading of incoming email. The tagged email is delivered along with regular email. This setting is useful if you would like to scan through the email classified as spam by the filter. You can set up an email rule which will place email with **SPAM** as part of the subject line into a different mail folder on your computer. Most email clients, such as Microsoft Outlook or Webmail, support email sorting.

- **Delete Junk** allows you to choose from various time periods after which email classified as spam will be deleted.

Please note: Junk mail also accounts for email usage. Junk mail and spam emails will also take up space in your email account. It is recommended you frequently review and delete junk mail and spam emails to allow more space for your legitimate email correspondence and storage.

6. Click **Next**.

Create an Alias Account

An alias account is an email address that does not have a physical mailbox or email storage space. Alias accounts must be forwarded to an existing email account with a mailbox and storage space. An alias email address acts as a “front,” giving the appearance of a unique email account when in actuality it is only an alternative email address to traffic emails through.



Alias Accounts: 2 Available Email Accounts: 1 Available Email Health: Unknown Run Test Help Feedback

[Main Menu](#) [Create Account](#) [Modify Account](#) [Dashboard](#) [Settings](#) [Help](#)

New Account Type

Please select which type of account you would like to create

Create an Email Account

You are currently using 1 of 2 available Email Accounts.
“Email” accounts allow you to send and receive Email. They can be accessed by Webmail, POP3, IMAP.

Create an Alias Account

You are currently using 0 of 2 available Alias Accounts.
“Alias” accounts are Email addresses which forward mail to one or more Email accounts. Aliases do not have their own inbox.

To Create an Alias Account:

1. Click **Create Account**.
2. Click **Create an Alias Account**.
3. Complete the following:

Alias Account Details df df

Please fill in your account details:

Account Name: @arassanov.test.com

Forward mail to:

- **Account Name** – Enter an account name.
- **Forward Mail To** – Enter the email address you would like emails to be forwarded to.

Please Note: You may enter more than one “forward to” email address. To add additional email addresses, enter the email address in the **Forward Mail to** field and click **Add**.

4. Click **Next**.

Modifying an Existing Email Account

You can modify the properties of existing email and alias accounts. You can modify junk filtering settings, forwarding settings, or other account properties.

Modify an Email Account

To Modify an Email Account:

1. Click **Modify an Existing Email Account**.
2. Click **Modify an Email Account**.
3. Select an email account.

Email Accounts

Select account to modify:
Email:

| | Email | Usage | Junk Filter | Junk Action |
|-----------------------|-------------------------------|-------|-------------|-------------------|
| <input type="radio"/> | postmaster@arassanov.test.com | 0% | Light | Deliver |
| <input type="radio"/> | test@arassanov.test.com | 0% | Light | Deliver |
| <input type="radio"/> | test123@arassanov.test.com | 0% | Standard | Quarantine: Never |

4. Click **Next**.
5. Edit the following:

Quick Properties

If the setting you would like to change is not here, click "More Settings..."
Email: test@arassanov.test.com

Password:

Forgot Password Question:

Forgot Password Answer:

Junk Filter Status:

Filter Type:

Delete Junk:

Whitelist:

Blacklist:

Forward mail To:

Keep a copy of forwarded messages

- **Password** – Allows you to edit the email password.
- **Please Note:** To change the password, click **Change**, enter a new password and click **Apply**.
- **Forgot Password Question** – Allows you to choose another forgot password question.
- **Forgot Password Answer** – Allows you to enter a new forgot password answer.
- **Junk Filter Status** – Allows you to select junk filter activity.
- **Filter Type** – Allows you to select options for identifying and flagging email as spam.
- **Delete Junk** – Allows you to select various time periods after which email will then be deleted.
- **Whitelist** – Allows you to add email addresses to a safe list.
- **Blacklist** – Allows you to automatically block email sent from the blacklisted email addresses.
- **Froward mail to** – Allows you to forward an email account to another email account.

6. Click **Next**.

More Settings

For additional email account settings, click **More Settings**.

Junk Filtering

Junk filtering allows you to change the junk filter status, set the filter type that lets you choose what is done with your junk and select time periods to automatically delete all email flagged as junk. You may also add emails to the whitelist and blacklist.

Junk Filtering[?]

Configure your account with advanced junk filtering options.

Junk Filter Settings

Email(s): test@arassanov.test.com

Junk Filter Status:

Filter type:

Delete after:

Blacklist

Blacklist is a collection of Email addresses (or domains) that will always be blocked. Valid entries are address@domain.com (blocks only this sender) or *@domain.com (blocks all senders from domain.com).

Whitelist

Whitelist is a collection of Email addresses (or domains) that will bypass filtering entirely. Valid entries are address@domain.com (allows only this sender) or *@domain.com (allows all senders from domain.com).

Webmail

Webmail is a multi-featured, browser-independent email system. Easily customized, some of its features include: contact list, daily schedule, to do list, spell checker and web bookmarks.

To Setup Webmail:

1. Complete the following:

Webmail Settings

Email(s): test@arassanov.test.com

Full name:

Your signature:

Precede your signature with dashes

Place signature before replies and forwards

Webmail language: Português ▼

When messages are deleted: Move to trash ▼

Time format: 07:42:22 ▼

Date format: 05/24/2013 ▼

Time zone: America/New York ▼

After Login, go directly to my Inbox

Cancel Apply

- **Full Name** – Enter the name you would like to display in your emails.
 - **Your Signature** – Enter a signature line or signature text if desired.
- Note:** You can choose to **precede your signature with dashes** and to **place signature before replies and forwards** by selecting the corresponding checkbox field.
- **Webmail Language** – Select your preferred display language.
 - **When Messages Are Deleted** – Select the folder to which you wish to direct your deleted messages.
 - **Time Format** – Select your preferred time format.
 - **Date Format** – Select your preferred date format.
 - **Time Zone** – Select your preferred time zone.

Check 'After Login, go directly to my Inbox' if you want to be taken directly to your inbox upon logging in.

2. Click **Apply**.

SyncSuite

SyncSuite synchronizes your calendar and contacts between your RIM BlackBerry, Microsoft Outlook, Microsoft Outlook Express, and other mobile devices. Your calendar and contact information is the same when you use your Microsoft Outlook at work, your RIM BlackBerry out of the office, and your Microsoft Outlook Express at home. You can also collaborate with your coworkers by sharing your calendars, contacts, tasks, and notes with each other.

SyncSuite Downloads

What is SyncSuite™ ?

SyncSuite™ synchronizes your Calendar and Contacts between your RIM BlackBerry™, Microsoft Outlook™, Microsoft Outlook Express™ and other mobile devices. This means that all your Calendar and Contact information is the same when you use your Microsoft Outlook™ at work, your RIM BlackBerry™ out of the office and your Microsoft Outlook Express™ at home. You can also collaborate with your coworkers by sharing your Calendars, Contacts, Tasks and Notes with each other.

SyncSuite for RIM BlackBerry™

Synchronizes: Contacts, Calendar to WEBMAIL

For over the air downloads point your RIM BlackBerry™ browser to <http://webmail.hostopia.com/downloads/bb.php>

[Download](#) [Install Instructions](#) [Help file](#)

SyncSuite for Microsoft Outlook™

Synchronizes: Contacts, Calendar to WEBMAIL

[Download](#) [Install Instructions](#) [Help file](#)

SyncSuite for Microsoft Outlook Express™

Synchronizes: Contacts to WEBMAIL

[Download](#) [Install Instructions](#) [Help file](#)

SyncSuite for Windows Mobile™

Synchronizes: Contacts, Calendar to WEBMAIL

[Contact Sales](#)

SyncSuite for SyncML enabled wireless devices

Synchronizes: Contacts, Calendar to WEBMAIL

[Install Instructions](#)

The following SyncSuite downloads are available:

- **SyncSuit for RIM BlackBerry™** - Synchronizes contacts and calendar to Webmail.
- **SyncSuit for Microsoft Outlook™** - Synchronizes contacts and calendar to Webmail.
- **SyncSuit for Microsoft Outlook Express™** - Synchronizes contacts to Webmail.
- **SyncSuit for Windows Mobile™** - Synchronizes contacts and calendar to Webmail.
- **SyncSuit for SyncML enabled wireless devices** - Synchronizes contacts and calendar to Webmail.

Autoresponders

Autoresponder allows you to automatically reply to incoming email with a pre-written message. This function can be enabled to automatically respond to all emails sent to your email account or to specified addresses.

Please note: Autoresponders do not work for forwarded and alias accounts.

Autoresponder

Automatically reply with a pre-written message to all or certain Email messages sent to your account.

Autoresponders

Autoresponders management interface showing a table with one column labeled "Responder Name" and buttons for "Cancel" and "Apply".

Autoresponder Details

Autoresponder Details configuration window showing options for "Respond only if:" (Sender is anyone), "is:" (text input), and "Message:" (text area). Buttons for "Cancel" and "Apply" are visible.

To Create an Autoresponder:

1. Click **Add Autoresponder**.
2. Complete the following:
 - **Respond Only If** – Allows you to select autoresponder conditions.
 - **Sender Is Anyone** – The Autoresponder will send the auto-reply message to everyone who sends an email to the email account. Choose "Sender is anyone" from the "Respond only if" drop-down menu and leave the "is" textbox blank. This is the default.
 - **From an Email Containing** – The autoresponder will automatically reply to messages sent from a specified email address. Choose the "From an email containing" option from the "Respond only if" drop-down list and enter the desired words contained in the email address in the "is" textbox. You can enter multiple words in the "is" textbox. They must be separated by a comma and no spaces.
 - **To an Email Containing** – The Autoresponder will automatically reply to email messages sent to a certain address. If you want the Autoresponder to reply to email messages sent to a certain address, choose the "To an email containing" option from the "Respond only if" drop-down menu and enter the words contained in the email address in the "is" textbox. You can enter multiple words in the "is" textbox. They must be separated by a comma and no spaces.

- **CC to an Email Containing** – The Autoresponder will automatically reply to email messages sent to a certain address. For example, if an email has the specified address in its “CC:” field, the Autoresponder will apply to it. Choose the “CC to an email containing” option from the “Respond only if” drop-down menu and enter the words contained in the email address in the “is” textbox. You can enter multiple words contained in the email addresses in the “is” textbox.
 - **Subject Contains** – The Autoresponder will automatically reply to messages with subjects containing specific text. Select the “Subject contains” option from the “Respond only if” drop-down menu and enter the text in the “is” textbox.
- **Is** – Select a keyword for the Autoresponder.
 - **Message** – Enter the auto response message.
3. Click **Apply**.

Message Rules

The Message Rules functionality allows you to set rules and conditions for incoming email messages to your email account.

Message Rules

Create rules and conditions for your incoming Email messages.

Rules

Rules dialog box showing a list of rules. The header is "Add Rule. Email: test". The table has a column for "Rule name". Below the table are "Cancel" and "Apply" buttons.

Rule Details

Rule Details dialog box showing configuration options. Fields include: Rule name, Name, Conditions, Field (To), Match (Contains), Value, Case-sensitive (checkbox), Action (COPY), and a text box containing "nt ox". Buttons include "Add condition", "Cancel", and "Apply".

To Setup a Rule:

1. Click **Add Rule**.
2. Complete the following:

Rule Details

Rule name
Name:

Conditions
Field:
Match:
Value:
 Case-sensitive

Action

- **Name** – Enter the rule name.
- **Field** – Select one of the following: to, from, CC, or subject.
- **Match** – Select one of the conditions provided.
- **Value** – Enter the text that would be contained in the selected field

For Example: If you want the To field to contain specific text, you would choose Contains and enter the text that would be contained in the field selected under Value. If you want to setup the condition for case-sensitive text contained in the field, check “case-sensitive.”

- **Action** – Select the desired action from the two drop-down menus.

For Example: If you want all email messages satisfying the condition set above, select Copy and choose Junk. This would mean that all messages satisfying the condition chosen will be copied into the junk folder.

3. Click **Apply**.

To Edit a Rule

1. Select the desired rule.
2. Edit parameters.
3. Click **Apply**.

To Disable/Enable a Rule

- Click the green-colored circle icon.

Rules

Rules

⊕ Add Rule. Email: test

| Rule name | |
|-----------|--|
| test | <input checked="" type="radio"/> <input type="radio"/> |

To Delete a Rule:

- Click the red negative circle icon.

Rules

⊕ Add Rule. Email: test

| Rule name | |
|-----------|---|
| test |   |

Modify an Alias Account

Alias accounts are email addresses that forward mail to one or more email accounts. Aliases do not have their own inbox. You can modify where the alias accounts forward.

To Modify an Alias Account:

1. Click **Modify an Existing Email Account**.
2. Click **Modify an Alias Account**.
3. Select an alias account.

Alias

Select account to modify:

Alias:

| | Alias | Forward mail to: |
|----------------------------------|-------------------|----------------------------|
| <input checked="" type="radio"/> | testing@undefined | test123@arassanov.test.com |

4. Click **Next**.
5. Add remove **Forward Mail To**.
6. Click **Next**.

Go To My Dashboard

The dashboard gives you an overview of all your email accounts.

Email accounts

Email Accounts | Alias Accounts

Email: **Search** **Reset**

[+ Add Email Account](#)

| <input type="checkbox"/> | Email | Usage | Junk Filter | Junk Action | Web |
|--------------------------|-------------------------------|-------|-------------|-------------------|-----|
| <input type="checkbox"/> | postmaster@arassanov.test.com | 0% | Light | Deliver | |
| <input type="checkbox"/> | test@arassanov.test.com | 0% | Light | Deliver | |
| <input type="checkbox"/> | test123@arassanov.test.com | 0% | Standard | Quarantine: Never | |

Settings Overview

Email: not selected
Usage:

Password: **Change**

Forgot Password Question:

Forgot Password Answer:

Junk Filter Status:

Filter type:

Delete after:

Whitelist: **Add**

Blacklist: **Add**

Forward mail to:

Keep copy of message

Delete **Apply** **More Settings...**

To Edit Email Account:

1. Select an email account.

Email Accounts | Alias Accounts

Email: **Search** **Reset**

[+ Add Email Account](#)

| <input type="checkbox"/> | Email | Usage | Junk Filter | Junk Action | Web |
|--------------------------|-------------------------------|-------|-------------|-------------------|-----|
| <input type="checkbox"/> | postmaster@arassanov.test.com | 0% | Light | Deliver | |
| <input type="checkbox"/> | test@arassanov.test.com | 0% | Light | Deliver | |
| <input type="checkbox"/> | test123@arassanov.test.com | 0% | Standard | Quarantine: Never | |

2. Edit the following:

Settings Overview

Email: test@arassanov.test.com
Usage: 0%

Password: **Change**

Forgot Password Question: -- Select Question --

Forgot Password Answer:

Junk Filter Status: Light

Filter type: Tag and Deliver

Delete after: Never

Whitelist: **Add**

Blacklist: **Add**

Forward mail to:

Keep copy of message

Delete **Apply** **More Settings...**

- **Password** – Allows you to edit an email password.
Please Note: To change the password click **Change**, enter a new password and click **Apply**.
 - **Forgot Password Question** – Allows you to choose another Forgot Password Question.
 - **Forgot Password Answer** – Allows you to enter a new Forgot Password Answer.
 - **Junk Filter Status** – Allows you to select junk filter activity.
 - **Filter Type** – Allows you to select options for identifying and flagging email as spam.
 - **Delete Junk** – Allows you to select various time periods after which email will then be deleted.
 - **Whitelist** – Allows you to add email addresses to a safe list.
 - **Blacklist** – Allows you to automatically block email sent from the blacklisted email addresses
 - **Forward Mail To** – Allows you to forward an email account to another email account.
3. Click **Apply**.

Alias Accounts

The screenshot shows the 'Alias Accounts' management interface. On the left, there is a table with columns 'Alias' and 'Forward mail to:'. The table contains one entry: 'testing@arassanov.test.com' with 'test123@arassanov.test.com' as the forward mail to. Above the table is a search bar and an 'Add Alias' button. On the right, the 'Settings Overview' dialog is open, showing the selected alias 'testing@arassanov.test.com' and a list of forward mail addresses containing 'test123@arassanov.test.com'. Buttons for 'Delete', 'Cancel', and 'Apply' are visible at the bottom of the dialog.

To Edit Alias Account:

1. Select an alias account.

This screenshot shows the 'Alias Accounts' management interface with the 'Alias Accounts' tab selected. The table contains one entry: 'testing@arassanov.test.com' with 'test123@arassanov.test.com' as the forward mail to. The 'Add Alias' button is highlighted.

2. Add remove **Forward Mail To**.

This screenshot shows the 'Settings Overview' dialog for the selected alias 'testing@arassanov.test.com'. The 'Forward mail to:' field is empty, and the list below it contains 'test123@arassanov.test.com'. The 'Add' button is highlighted, and the 'Remove' button is visible next to the list item. The 'Delete', 'Cancel', and 'Apply' buttons are at the bottom.

3. Click **Apply**.

Settings

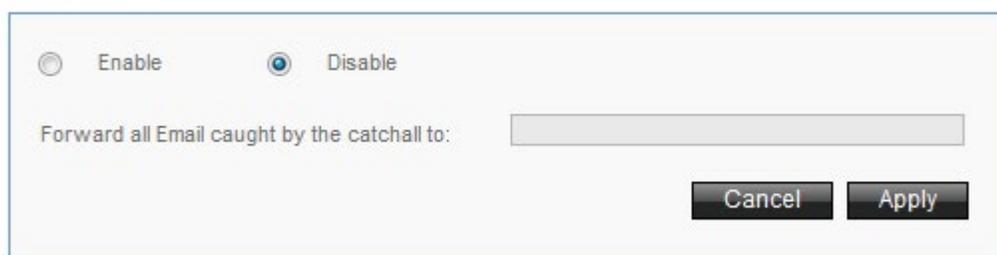
Settings allows you to upgrade your email features.

Catchall

This function allows you to redirect improperly addressed emails to a catchall email address. We define an improperly addressed email as an email message sent to an undefined email account on your domain.

Example: If your domain is "mycar.com" and you have not defined an email account for bill@mycar.com through EasyMail, all email sent to the 'bill@mycar.com' address is considered improperly addressed and will be redirected to your catchall email address.

Catchall



Enable Disable

Forward all Email caught by the catchall to:

Cancel Apply

To Enable Catchall:

1. Click **Enable**.
2. Enter email address to Forward All Email Caught by the Catchall To:
3. Click **Apply**.

To Disable Catchall:

1. Click **Disable**.
2. Click **Apply**.

SPF (Sender Policy Framework)

SPF allows you to activate Sender Policy Framework (SPF) to protect against sender address forgery.

Sender Policy Framework (SPF)



Enable/Disable SPF

SPF Mode: Neutral Strict

Cancel Apply

To Enable/Disable SPF:

1. Check **Enable/Disable SPF**.
2. Select SPF Mode.
3. Click **Apply**.

Email Settings

This section provides you with all the necessary information needed to set up your email account on your computer.

Email Settings

This information is for those who are very comfortable manually configuring email settings.

| | |
|-------------------------------|-------------------------|
| Username: Your email account: | user@arassanov.test.com |
| POP3 Server: | mail.arassanov.test.com |
| IMAP Server: | mail.arassanov.test.com |
| SMTP Server: | mail.arassanov.test.com |
| POP3 Port: | 110 |
| IMAP Port: | 143 |
| SMTP Port: | 1025 |

In the Outgoing Server Settings, set SMTP Authentication on, and 'Use same settings as incoming server' should be enabled.

Virus Scanning

Email virus scanning protects your computer from viruses transmitted by email attachments. Some of these viruses are designed specifically to spread by email, while others are accidentally spread when someone sends a legitimate file via email that has been infected with a virus. To help protect your computer from these viruses using EasyMail, you should activate virus scanning.

Virus Scanning

Enable Disable

To Enable/Disable Virus Scanning:

1. Click **Enable/Disable**.
2. Click **Apply**.

Help

Get help with email problems.

| |
|--------------------|
| EasyMail Help |
| Email Setup < |
| Troubleshooting < |
| Reduce Junk Mail |
| Setup instructions |

EasyMail Help

Download the EasyMail Setup program

Download and run this application and it will automatically setup your Email account in Microsoft Outlook. Best suited for those who use Microsoft Outlook.

Email Setup

Get help setting up Email on your desktop Email client.

Troubleshooting

Having trouble? Try our automated troubleshooter.

Reduce Junk Mail

Get help eliminating junk from your inbox.

Email FAQ

Easy answers for frequently asked questions.



Connecting and Protecting
the Networked WorldSM

ABOUT LEVEL 3

We build, operate and take end-to-end responsibility for the network solutions that connect you to the world. We put customers first and take ownership of reliability and security across our broad portfolio.

1.877.2LEVEL3
info@level3.com
level3.com