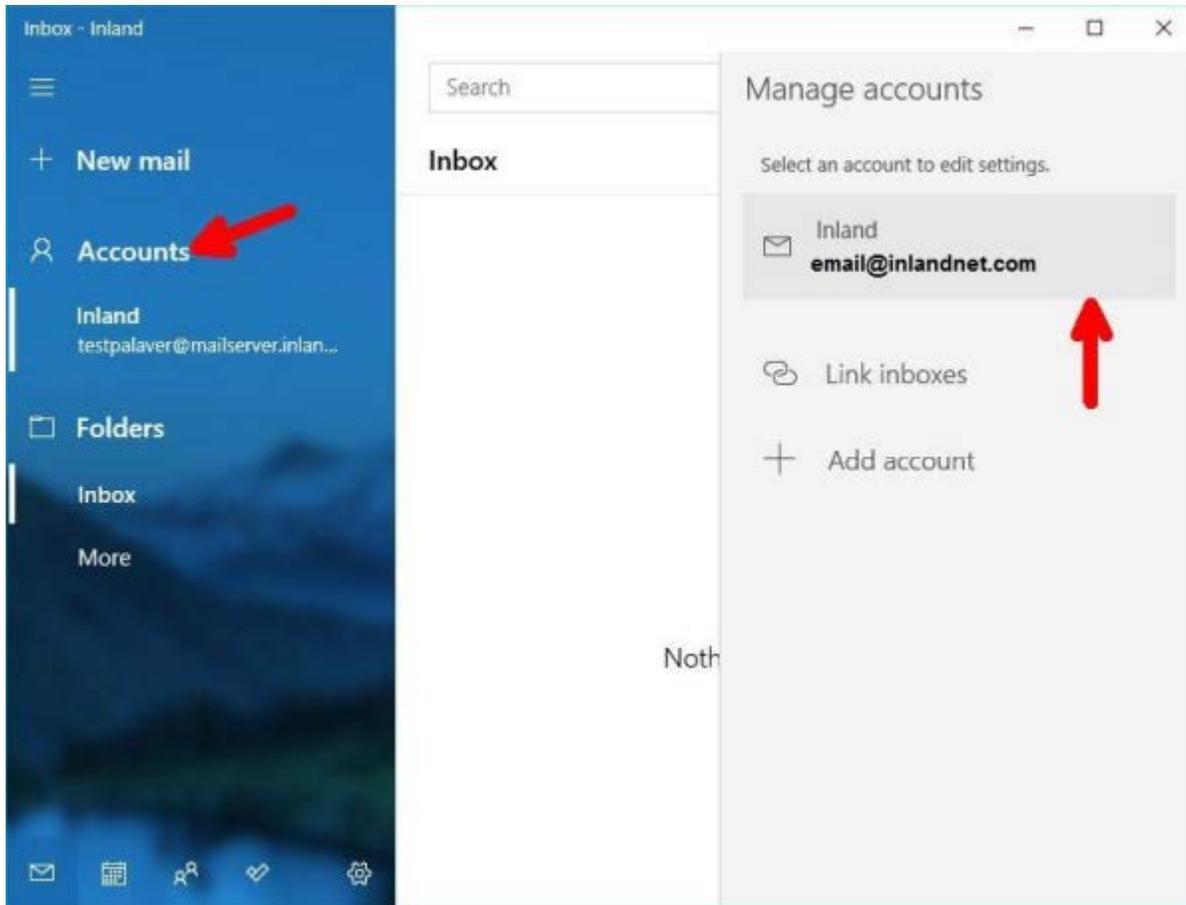


Setting up Inland email in Windows 10 Mail

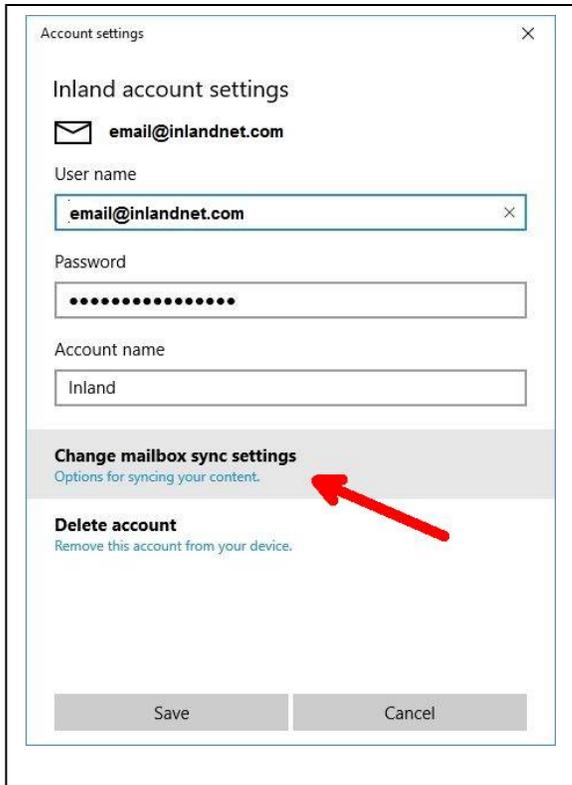
Windows 10 comes with an email client built in. If you would rather not use this program, you can always download Thunderbird from here: <http://www.thunderbird.net/en-US>.

CHANGING EXISTING ACCOUNT SETTINGS IN WINDOWS 10 MAIL:

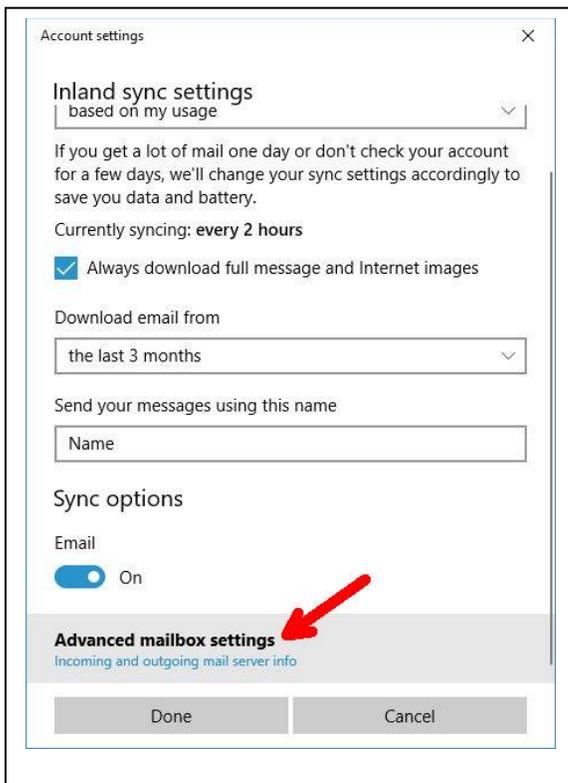
If you already use Windows 10 Mail, you can click on **ACCOUNTS** and then double click on your Inland account to the right to modify the settings.



From there click on **CHANGE MAILBOX SYNC SETTINGS** down below.



*****YOU WILL NEED TO SCROLL CLEAR DOWN TO THE BOTTOM***... this is less than obvious but absolutely necessary to get to the next item, **Advanced mailbox settings**.**



From there, the settings on the bottom of the page will have to be changed to look like the screen shot below.

- Incoming mail server **mail.inlandnet.com:995**
- Outgoing mail server **mail.inlandnet.com:587**
- ALL options require a check mark

The screenshot shows a dialog box titled "Account settings" with a close button (X) in the top right corner. The main heading is "Inland sync settings".

Download new email
A dropdown menu is set to "based on my usage".

If you get a lot of mail one day or don't check your account for a few days, we'll change your sync settings accordingly to save you data and battery.
Currently syncing: **every 2 hours**

Always download full message and Internet images

Download email from
A dropdown menu is set to "the last 3 months".

Send your messages using this name
A text input field contains "Name".

Sync options
Email: On

Incoming email server
A text input field contains "mail.inlandnet.com:995".

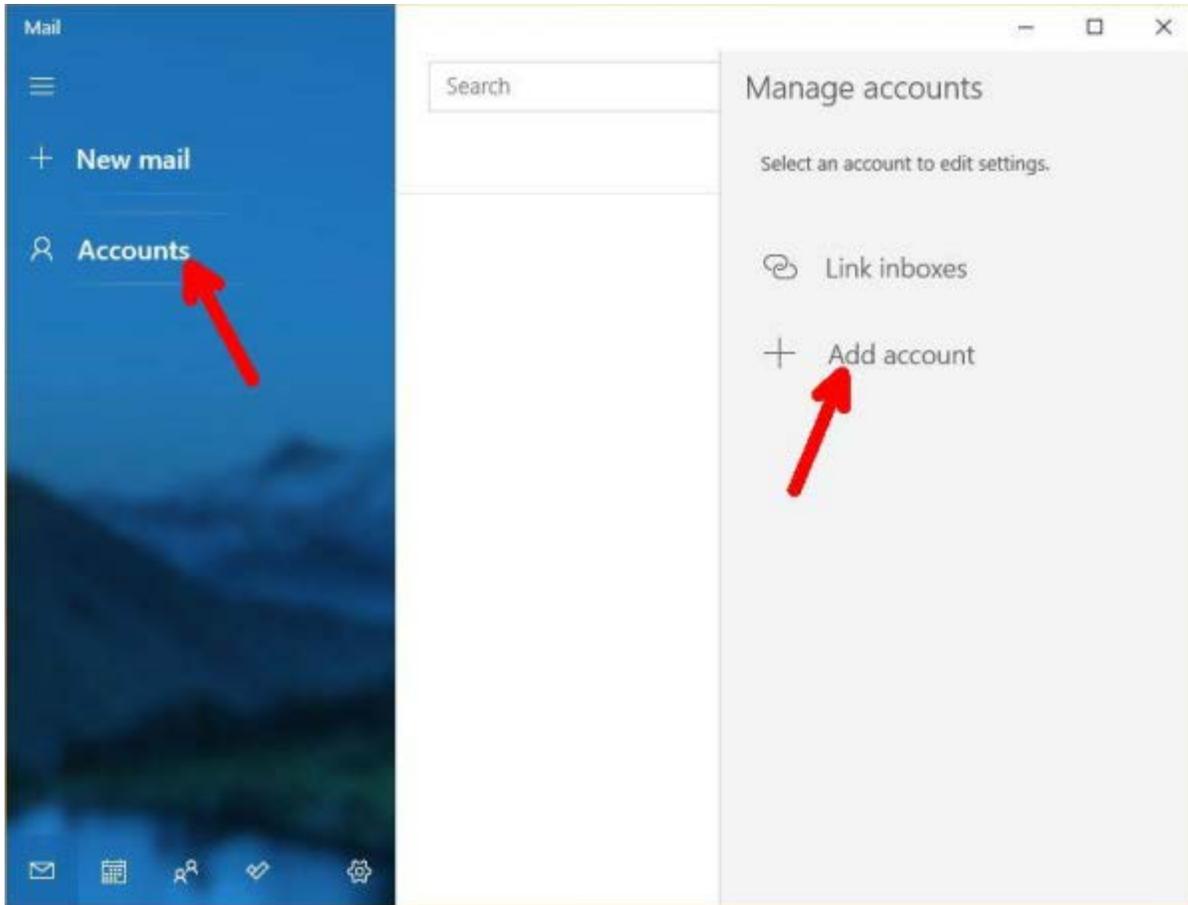
Outgoing (SMTP) email server
A text input field contains "mail.inlandnet.com:587".

Outgoing server requires authentication
 Use the same user name and password for sending email
 Require SSL for incoming email
 Require SSL for outgoing email

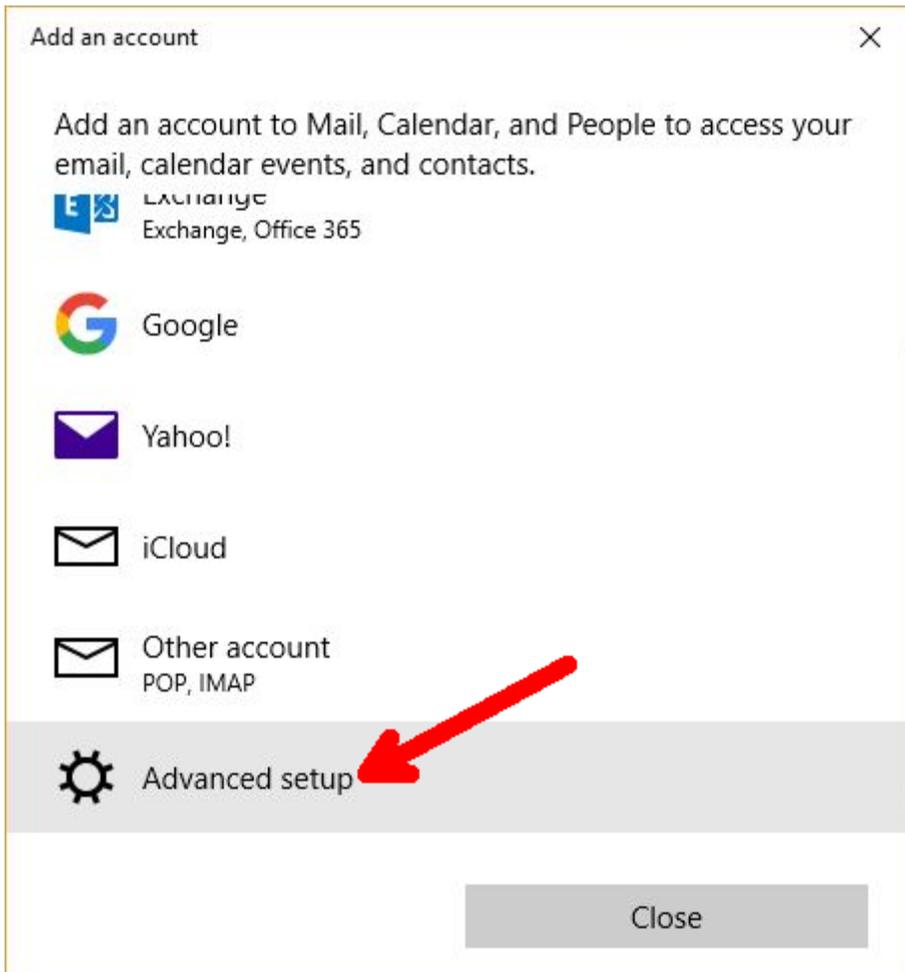
At the bottom are two buttons: "Done" and "Cancel".

SETTING UP WINDOWS 10 MAIL FROM SCRATCH

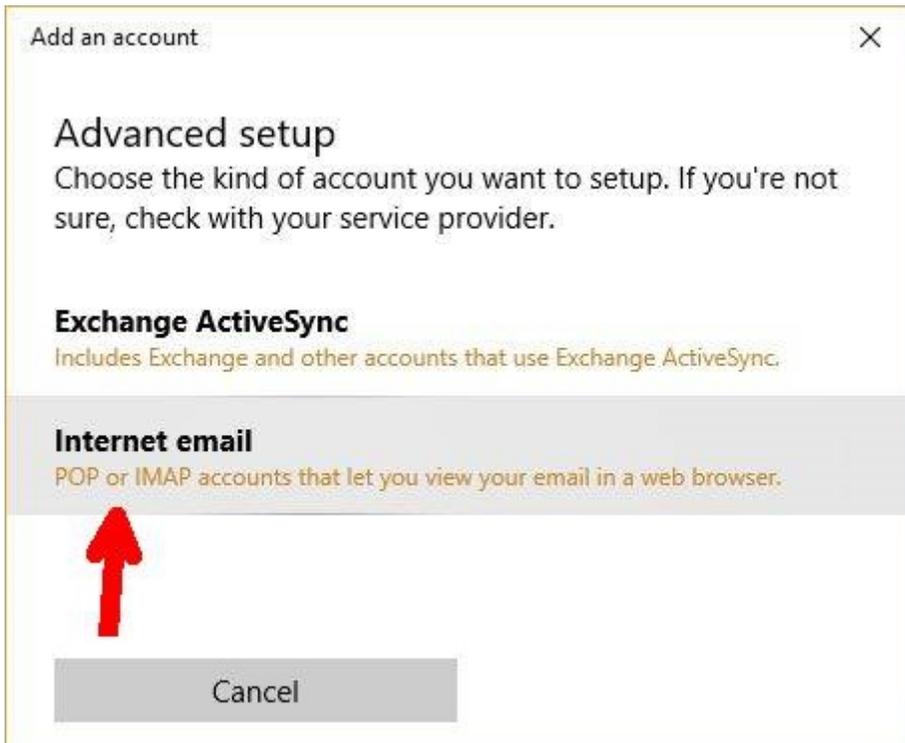
This email program comes installed with Windows 10. When you first open it, you can click on **Accounts**, then click on the plus for **Add Account**.



Scroll clear down to the bottom and click **Advanced setup**



Click on **Internet email**



This finally gets us down to the settings area. Settings:

- **Email address** is your entire address
- **User name** is your username ONLY, NO @INLANDNET.COM on there
- **Password**
- **Account name** can be anything, but will make more sense if you call it Inland
- **Name** (this can be anything you want to appear as your name on emails)
- **Incoming mail server** should be **mail.inlandnet.com:995**
- **Account type** should be **POP3**
- **Outgoing (SMTP) email server** should be **mail.inlandnet.com:587**
- **ALL CHECK BOXES SHOULD BE CHECKED BELOW**
- Just hit **Done** down at the bottom and it should be good to go

Account settings ✕

Inland sync settings

Download new email

based on my usage ▾

If you get a lot of mail one day or don't check your account for a few days, we'll change your sync settings accordingly to save you data and battery.

Currently syncing: **every 2 hours**

Always download full message and Internet images

Download email from

the last 3 months ▾

Send your messages using this name

Name

Sync options

Email

On

Incoming email server

✕

Outgoing (SMTP) email server

Outgoing server requires authentication

Use the same user name and password for sending email

Require SSL for incoming email

Require SSL for outgoing email