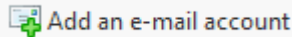


How to create a Scorch Mail account in Windows Live Mail



Click on the "Add an e-mail account" button located on the left (refer image above), or go to "Tools" -> "Accounts" and hit the "Add" button. Now choose "E-mail Account".

Whichever path you take, you should get the **Add an E-mail Account** window similar to one below.

Enter your email address, your password and display name. Ensure the "Remember password" box is checked unless you are paranoid about security and want to enter the password every time you access your account. Place a tick in the 'Manually configure server settings for e-mail account.' Hit the "Next" button to continue.

The screenshot shows the "Add an E-mail Account" dialog box. It contains the following fields and options:

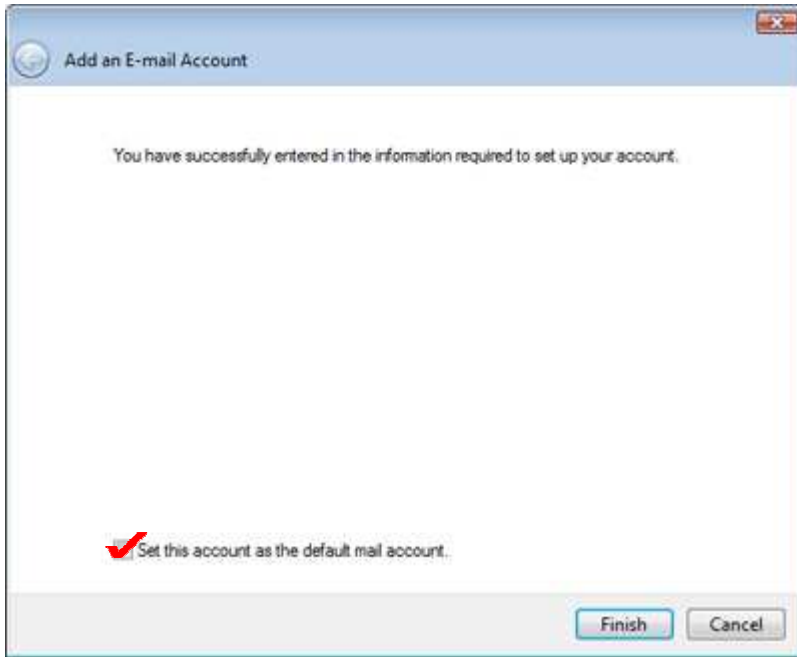
- Text: "Please enter your e-mail account information below:"
- Text: "E-mail address:" followed by a text box containing "username@scorch.co.nz". Below it is a smaller text box with "example555@hotmail.com" and a link "Get a free e-mail account".
- Text: "Password:" followed by a masked password field "*****".
- Text: "Remember password" with a checked checkbox.
- Text: "How should your name appear in e-mail sent from this account?"
- Text: "Display Name:" followed by a text box containing "Username or Customer Name". Below it is the text "For example: John Smith".
- Text: "Manually configure server settings for e-mail account." with a checked checkbox.
- Buttons: "Next" and "Cancel".

You now need to select your incoming mail server type and type in the address and port number (or leave it to the default 110). If your login ID is different from your email address, remember to put it in the corresponding text field and feed in the Outgoing email server address. To continue, click on the "Next" button.

The screenshot shows the "Add an E-mail Account" dialog box, step 2. It contains the following fields and options:

- Text: "Where can I find my e-mail server information?" with a link.
- Section: "Incoming Server Information"
- Text: "My incoming mail server is a" followed by a dropdown menu showing "POP3" and the word "server".
- Text: "Incoming server:" followed by a text box containing "pop3.scorch.co.nz" and a port number field containing "110".
- Text: "This server requires a secure connection (SSL)" with an unchecked checkbox.
- Text: "Log on using:" followed by a dropdown menu showing "Clear text authentication".
- Text: "Login ID (# different from e-mail address):" followed by a text box containing "manish@manishshama.com".
- Section: "Outgoing Server Information"
- Text: "Outgoing server:" followed by a text box containing "smtp.scorch.co.nz" and a port number field containing "25".
- Text: "This server requires a secure connection (SSL)" with an unchecked checkbox.
- Text: "My outgoing server requires authentication" with an unchecked checkbox.
- Buttons: "Next" and "Cancel".

The Windows Live Mail setup process is now complete. You have a choice of setting the new account as the default by checking the box.



Note: If once you have finished this process Windows Live Mail prompts for your user name and password again, simply re-enter your username (which is your **full** Scorch email address) and email password to confirm the mail account. This should only happen once and not be required again.