

Outlook Express Setup

This information applies to setting up Outlook Express V.6 for Transact.bm mail. If you have an earlier version of Outlook Express, the setup may be slightly different.

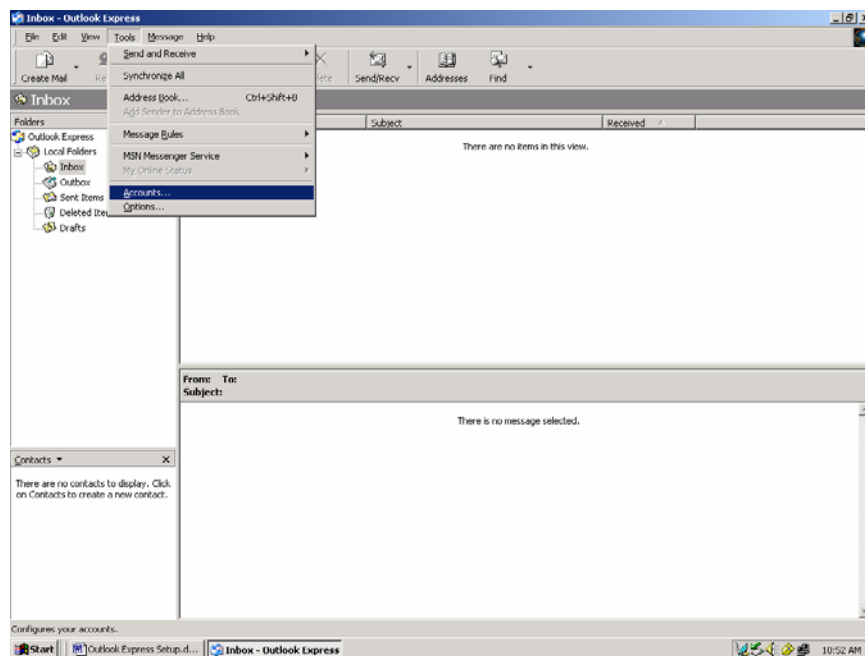
Transact.bm mail settings:

Primary line – 296-9211

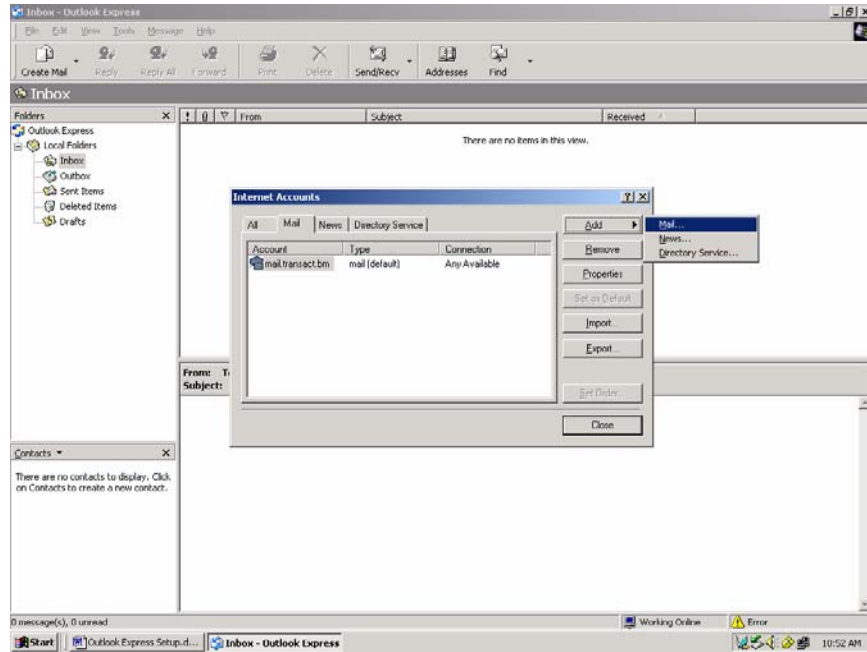
POP mail server – mail.transact.bm

SMTP server – mail.transact.bm

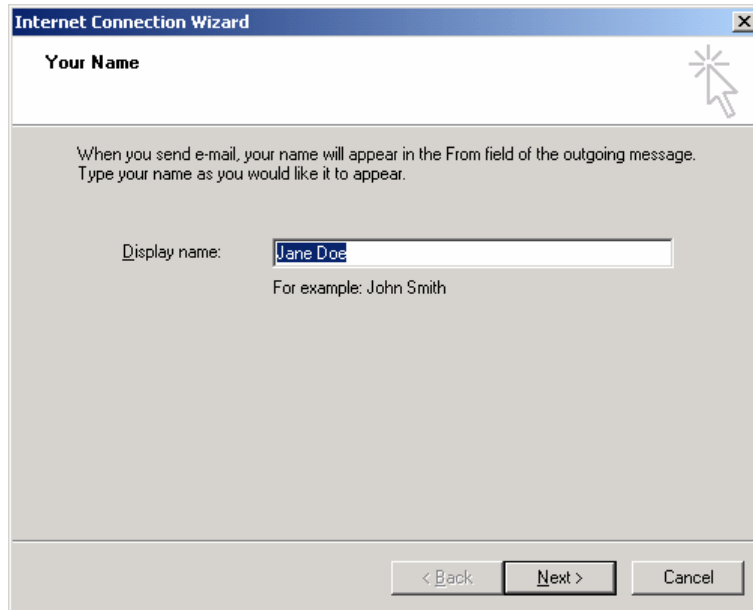
- Open Outlook Express and choose “Accounts” from the “Tools” file menu.



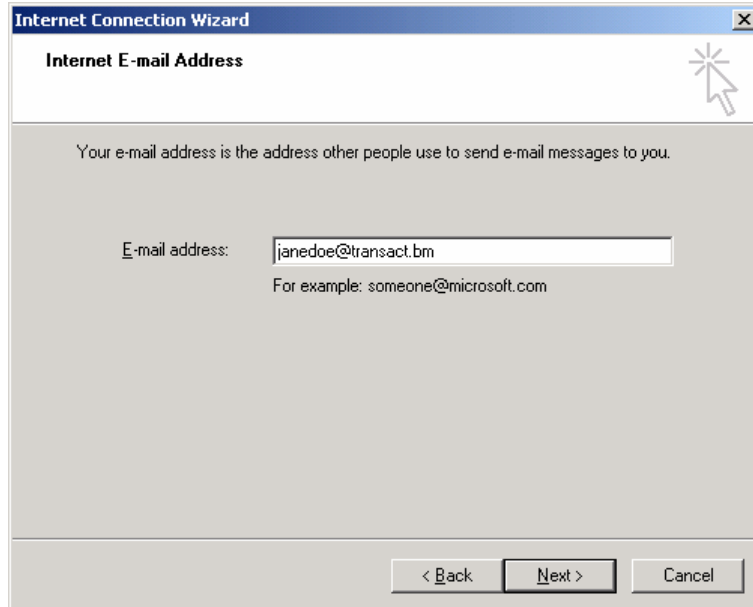
- Select “Add → Mail” from the Internet Accounts dialog box.



Type in you full name (ex: Jane Doe) in the Internet Connection Wizard dialog box, then click NEXT.



Type in your e-mail address (username@transact.bm) and then click NEXT.

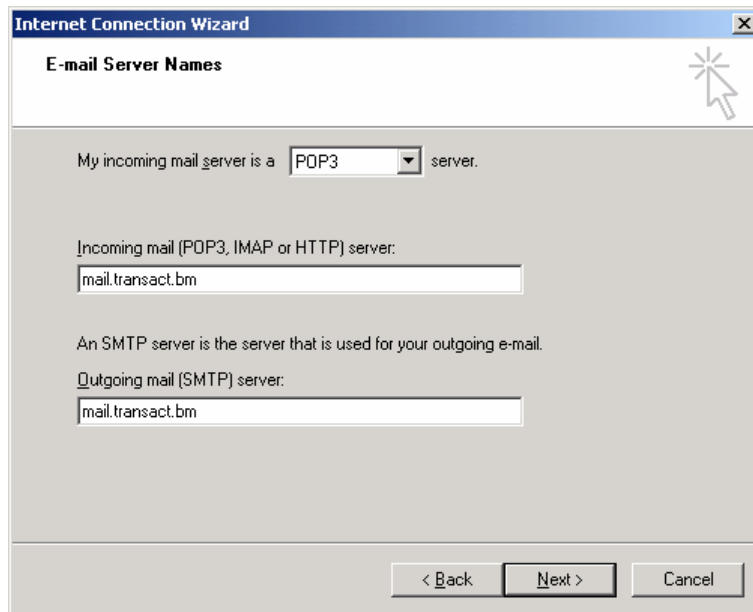


Now enter the POP and SMTP server settings for Transact.bm as shown:

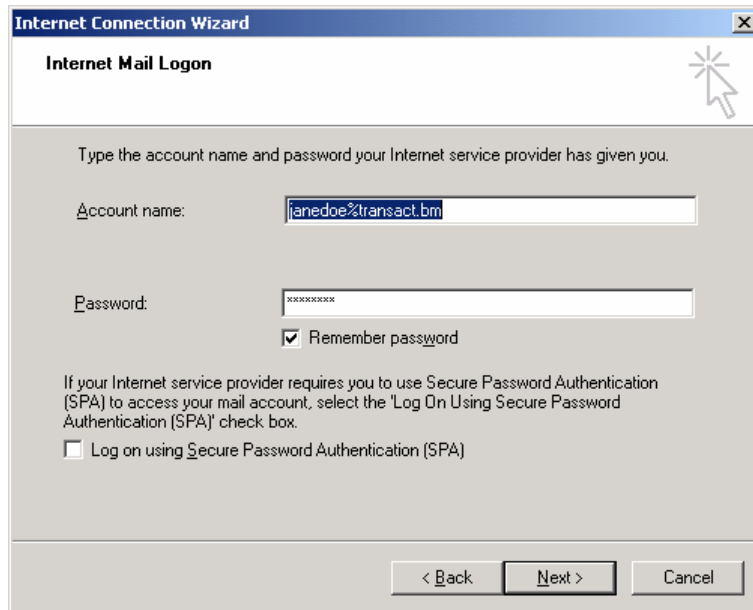
POP server – mail.transact.bm

SMTP server – mail.transact.bm

Then click NEXT.

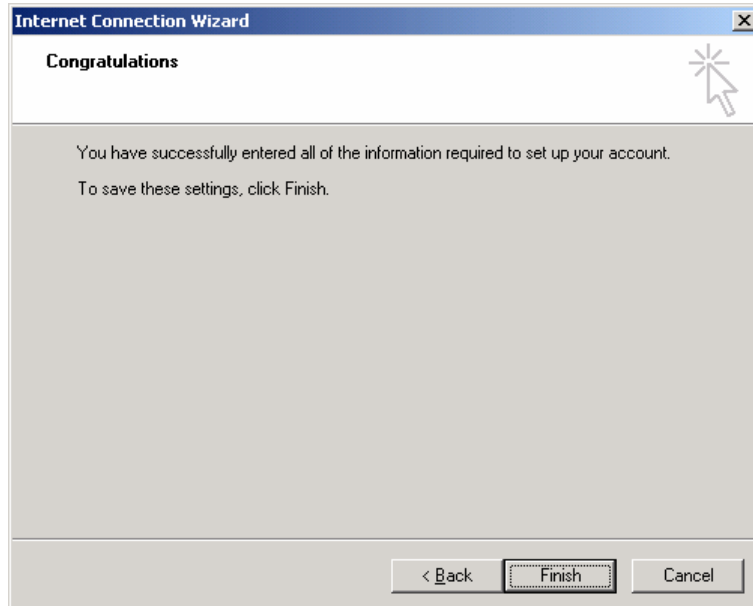


Now enter your account information to collect your e-mail. Enter your username followed by “%” and transact.bm, as shown. Then enter your account password, then click NEXT.



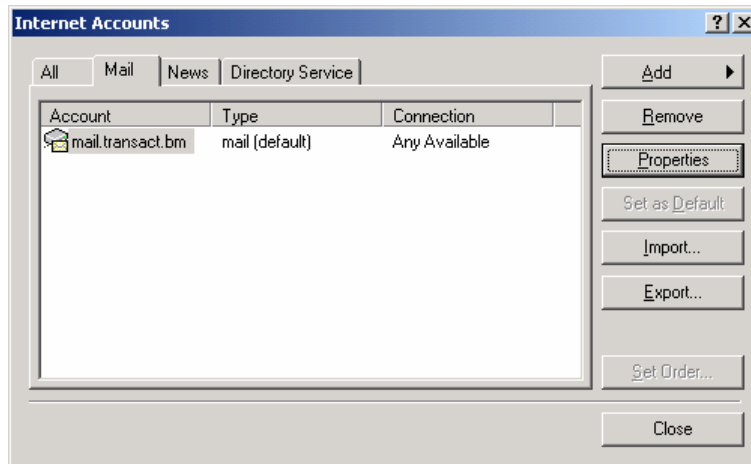
The screenshot shows a window titled "Internet Connection Wizard" with a close button (X) in the top right corner. The main heading is "Internet Mail Logon". Below the heading, there is a text prompt: "Type the account name and password your Internet service provider has given you." There are two input fields: "Account name:" containing the text "janedoe%transact.bm" and "Password:" containing a series of asterisks. Below the password field is a checked checkbox labeled "Remember password". At the bottom of the main area, there is a paragraph of text: "If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box." followed by an unchecked checkbox labeled "Log on using Secure Password Authentication (SPA)". At the bottom of the window, there are three buttons: "< Back", "Next >", and "Cancel". A mouse cursor is pointing at the top right corner of the window.

Click FINISHED.

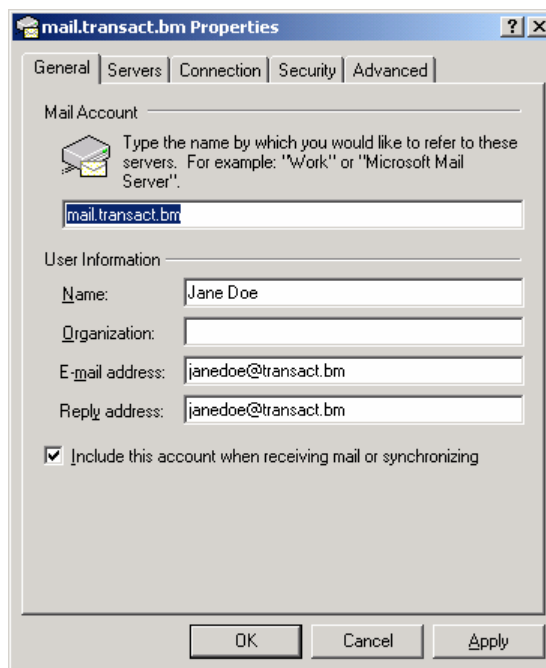


The screenshot shows a window titled "Internet Connection Wizard" with a close button (X) in the top right corner. The main heading is "Congratulations". Below the heading, there is a text prompt: "You have successfully entered all of the information required to set up your account. To save these settings, click Finish." At the bottom of the window, there are three buttons: "< Back", "Finish", and "Cancel". A mouse cursor is pointing at the top right corner of the window.

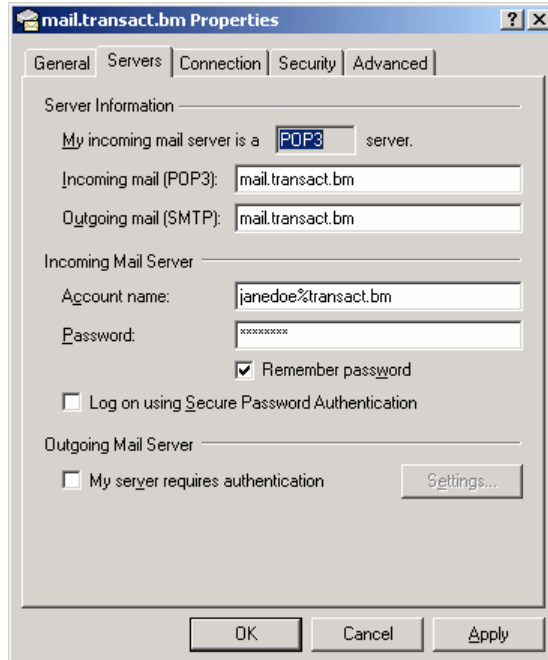
Now you can configure your mail account. Select you new mail account and click on “Properties”.



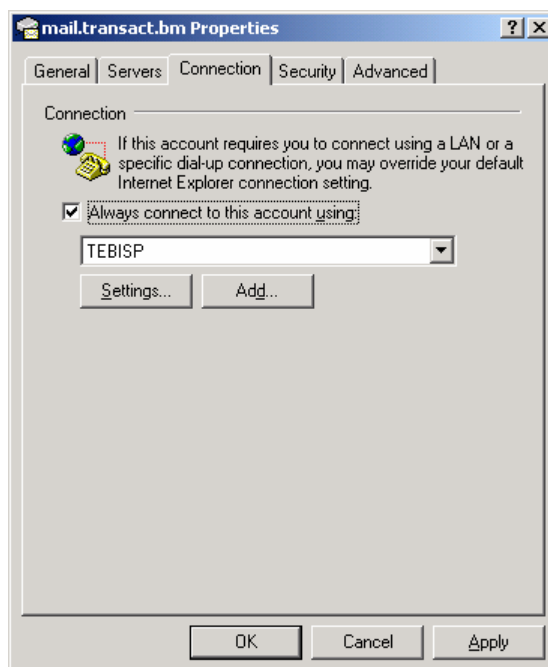
On the General tab, fill in your “reply address” and “Organization” if you wish.



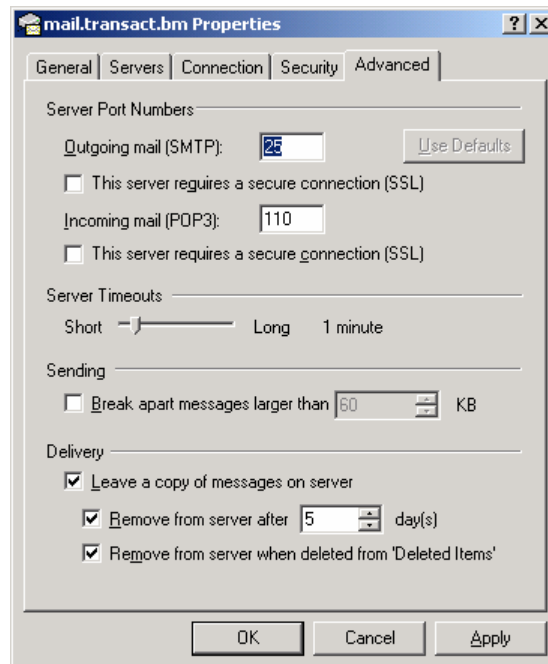
Make sure your mail server options are correct, as follows.



Set your default connection type, as follows.

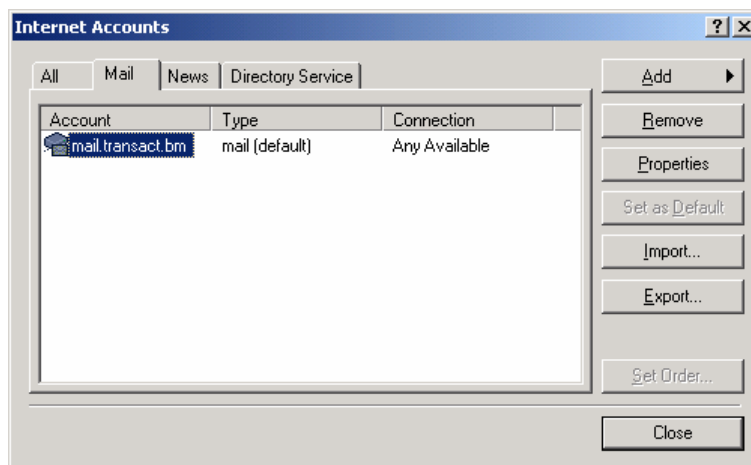


Set the Advanced settings as you wish, the following are recommended.



After you have configured your mail account settings click “Apply”, then “Ok”.

Finally click on “Close” for the Internet Accounts and you are done.



For further information on using Outlook express, please consult the help files or by contacting Microsoft.

If you require help with Transact.bm settings of related information, please check our website, <http://www.transact.bm> or call 298-1279.