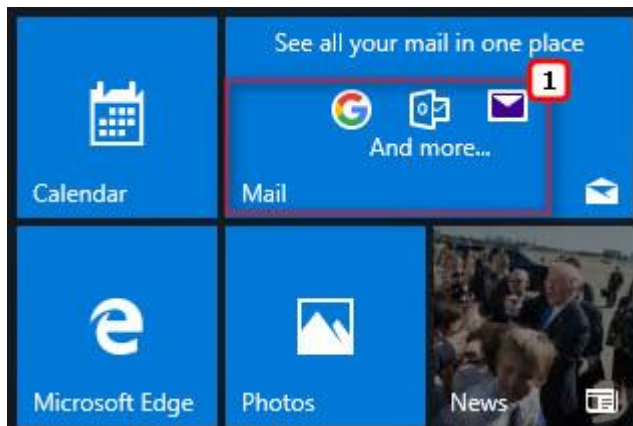
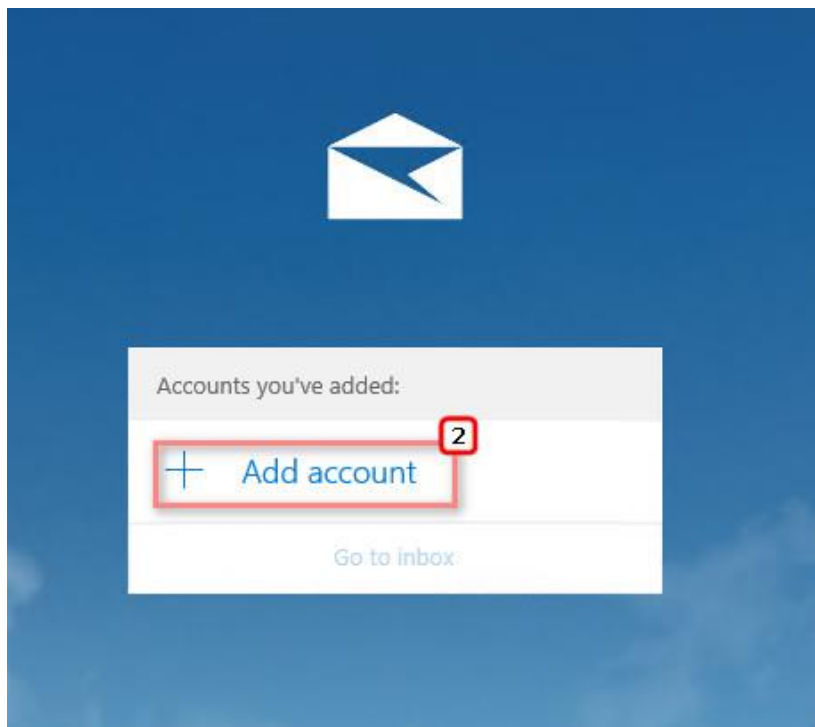


How to setup an email account in Windows 10 Mail:

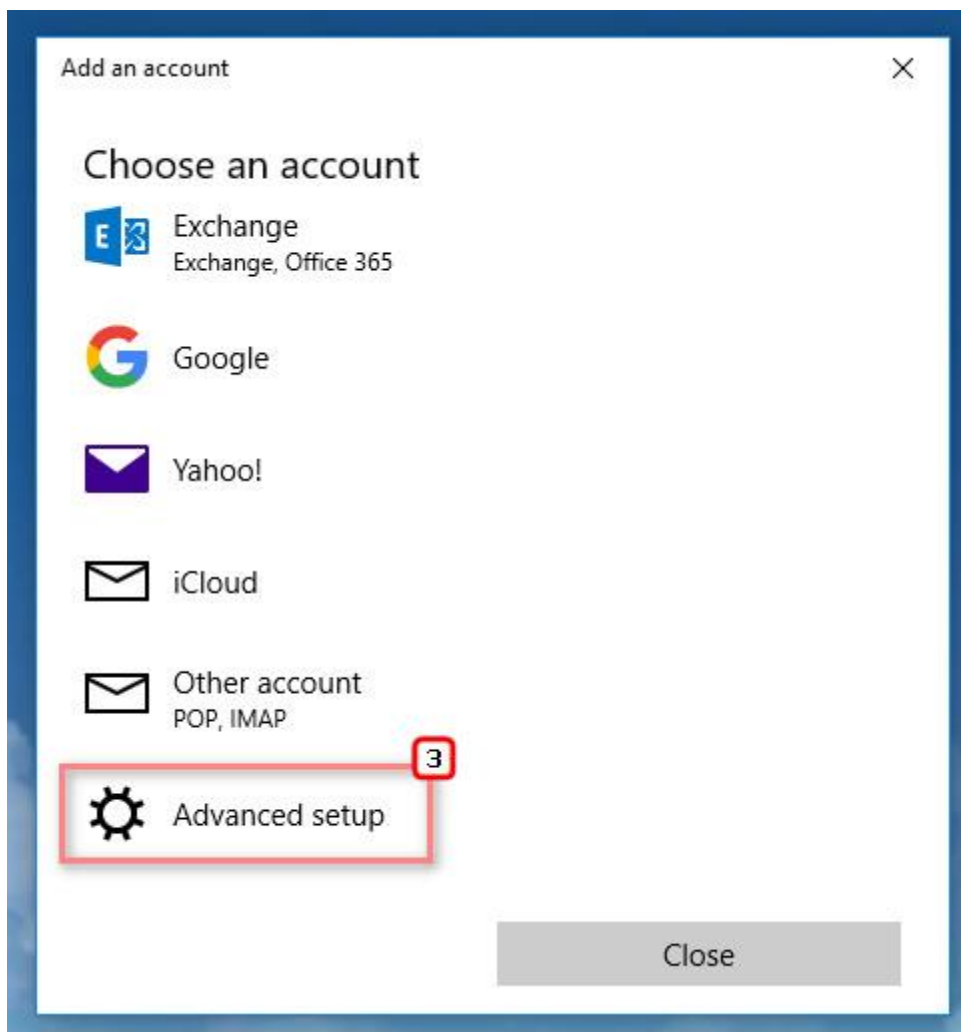
1. Open <Mail> in Metro UI



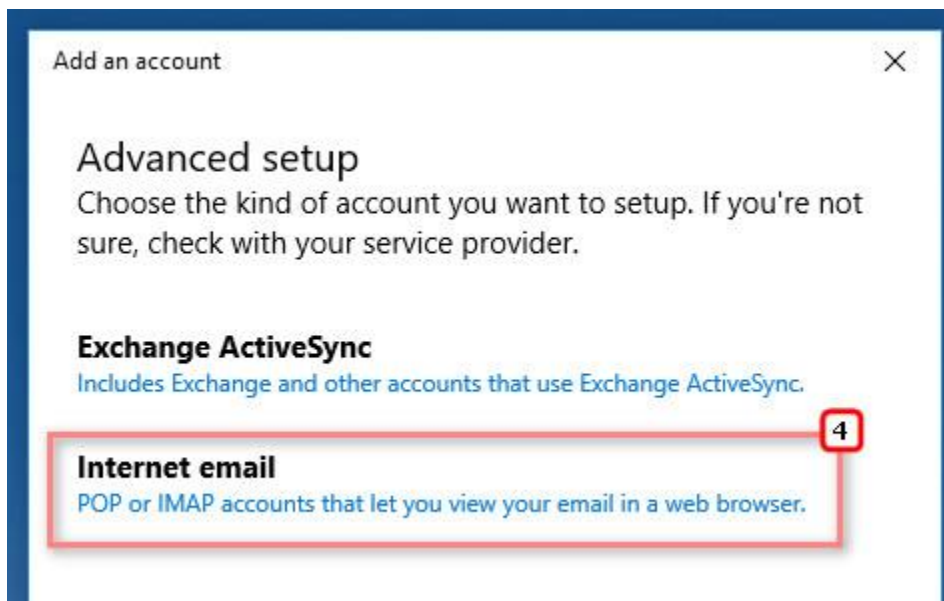
2. Click <Add account>



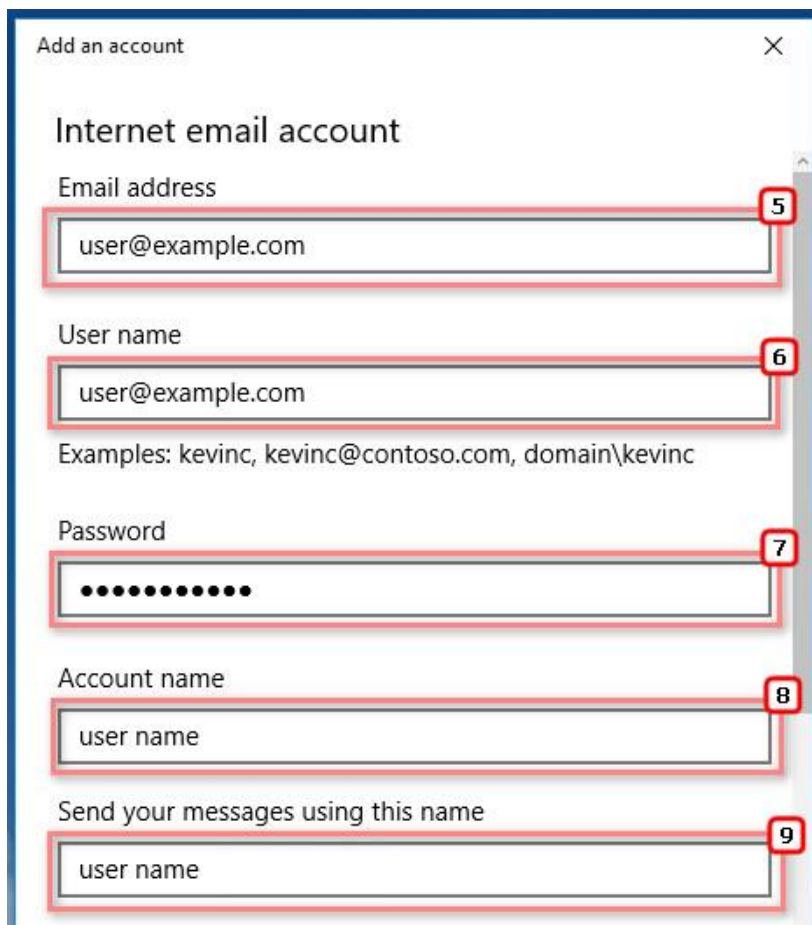
3. Click <Advanced setup>



4. Click <Internet email>



5. Email address: **Enter your email address** (e.g. user@example.com)
6. User name: **Enter your email address again** (e.g. user@example.com)
7. Password: **Enter your email password**
8. Account name: **Enter your name** (you can enter what you want)
9. Send your messages using this name: **Enter your name** (you can enter what you want)



Add an account

Internet email account

Email address 5
user@example.com

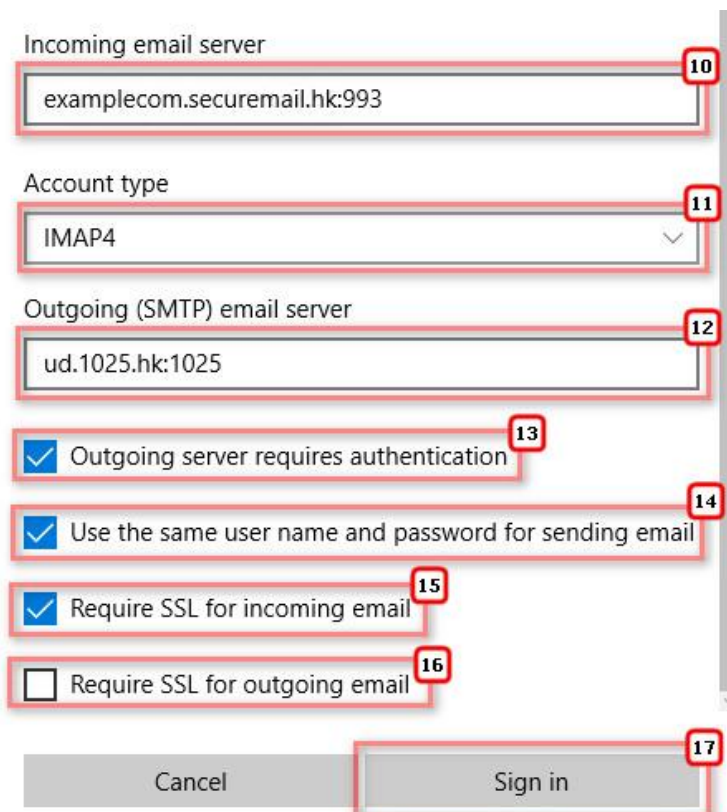
User name 6
user@example.com
Examples: kevinc, kevinc@contoso.com, domain\kevinc

Password 7
●●●●●●●●

Account name 8
user name

Send your messages using this name 9
user name

10. Incoming email server: Enter <Domain(without"dot").securemail.hk:993>
(e.g. examplecom.securemail.hk:993)
11. Account type: Choose <IMAP4>
12. Outgoing (SMTP) email server: <ud.1025.hk:1025>
13. Select <Outgoing server requires authentication>
14. Select <Use the same user name and password for sending email>
15. Select <Require SSL for incoming email>
16. Deselect <Require SSL for outgoing email>
17. Click <Sign in>



The screenshot shows an email configuration window with the following elements:

- Incoming email server:** A text box containing "examplecom.securemail.hk:993" (callout 10).
- Account type:** A dropdown menu showing "IMAP4" (callout 11).
- Outgoing (SMTP) email server:** A text box containing "ud.1025.hk:1025" (callout 12).
- Outgoing server requires authentication:** A checked checkbox (callout 13).
- Use the same user name and password for sending email:** A checked checkbox (callout 14).
- Require SSL for incoming email:** A checked checkbox (callout 15).
- Require SSL for outgoing email:** An unchecked checkbox (callout 16).
- Buttons:** "Cancel" and "Sign in" buttons at the bottom (callout 17).

< Finish >