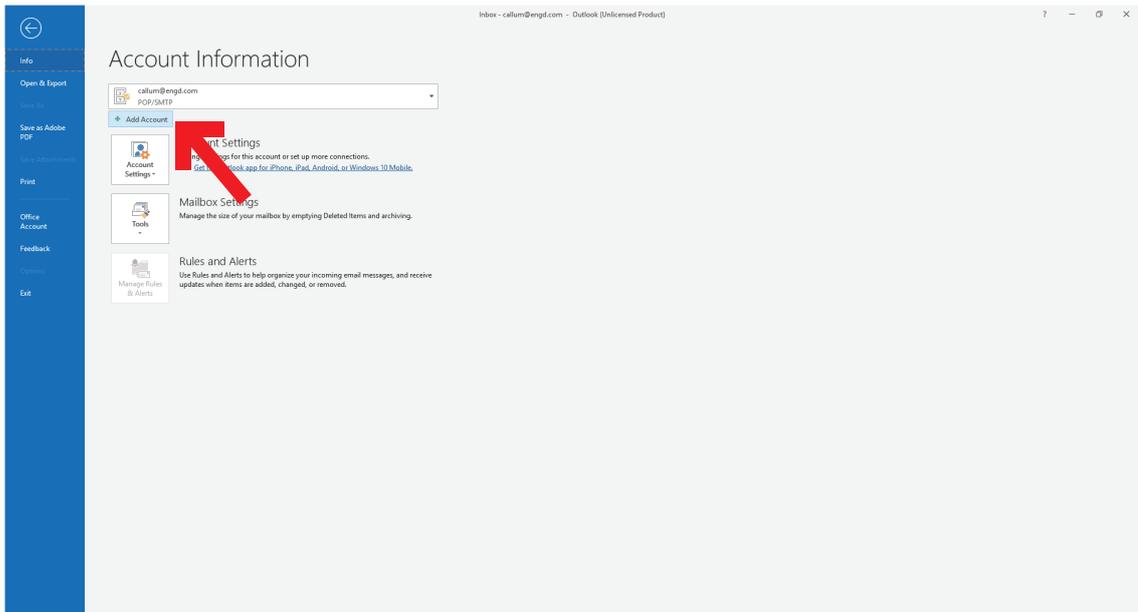


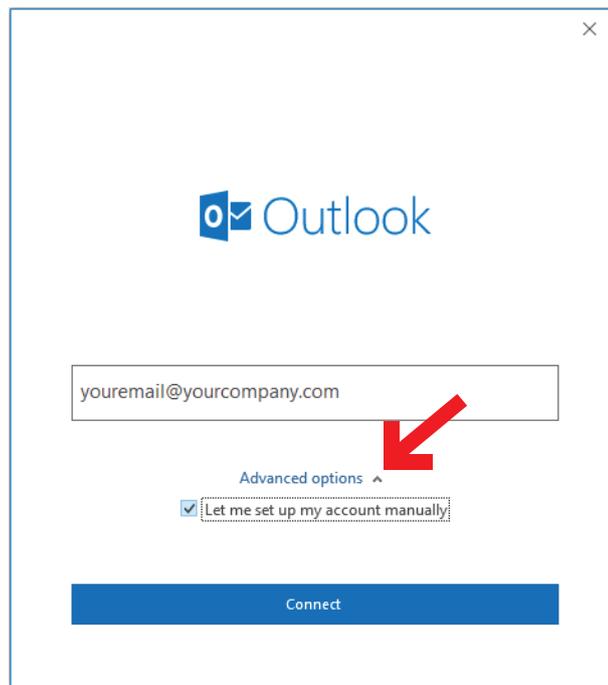
HOW TO SET UP EMAIL (OUTLOOK)

AN EASY TO FOLLOW GUIDE



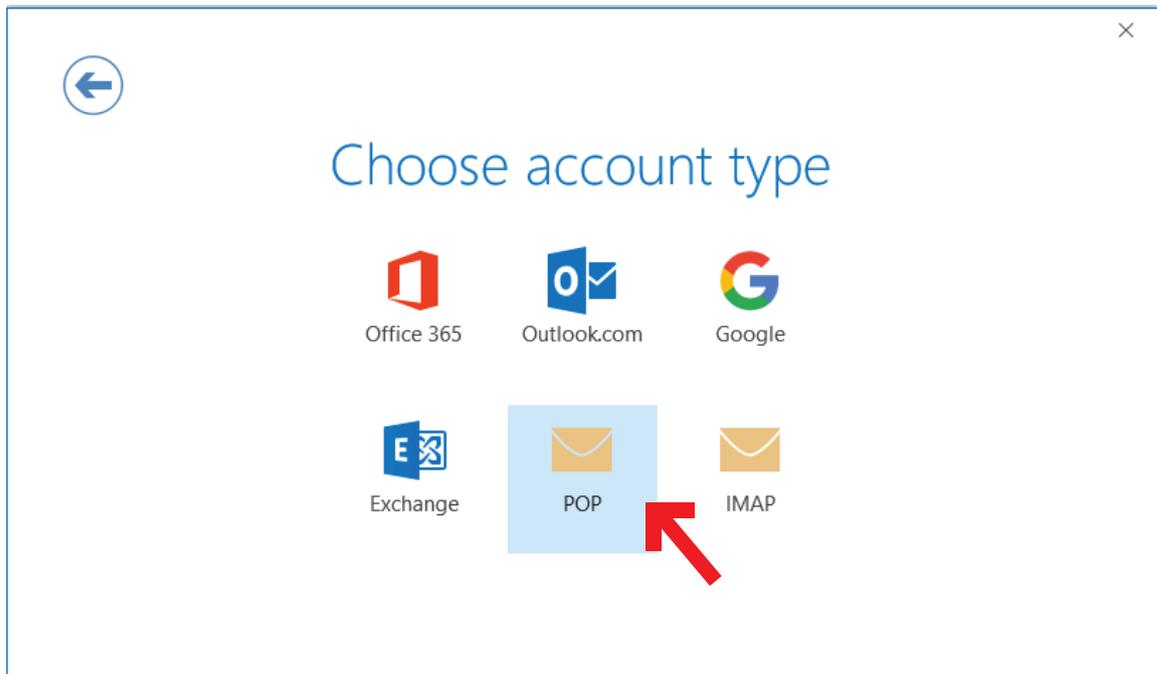
Step 1

First launch Microsoft Outlook and go to “File” in the top left and click the tab “Info”. Under “Info”, click “Add Account” to start the process.



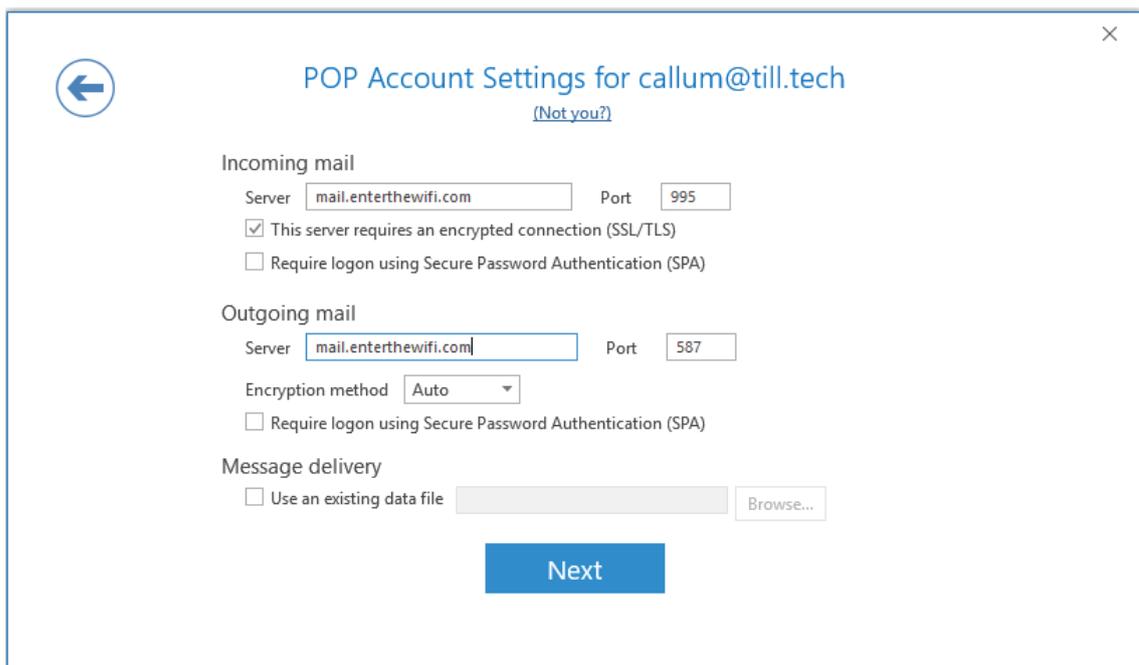
Step 2

Next enter your email address and then choose “**Let me set up my account manually**” under the Advanced options dropdown as the email that you will be using isn’t an Outlook email.



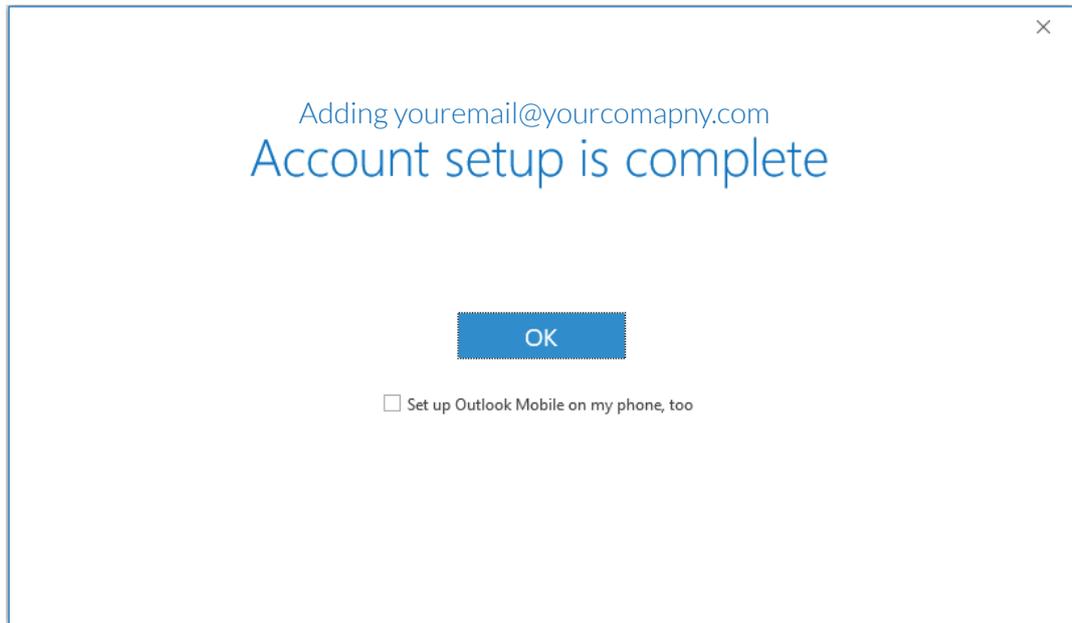
Step 3

Now choose “Pop” from the options displayed.



Step 4

Change the incoming/outgoing servers to “mail.enterthewifi.com”. Then change the ports . For the incoming mail Port its “995”, Tick 'This server requires an encrypted connection' and for the outgoing mail port its “587”. Change the Encryption method to “Auto” then click Next.



Step 5

Once you've entered your password your account setup will be complete and you will see this screen. Click OK and you would have finished setting your email setup. You can choose wether you want to set up Outlook on your mobile.