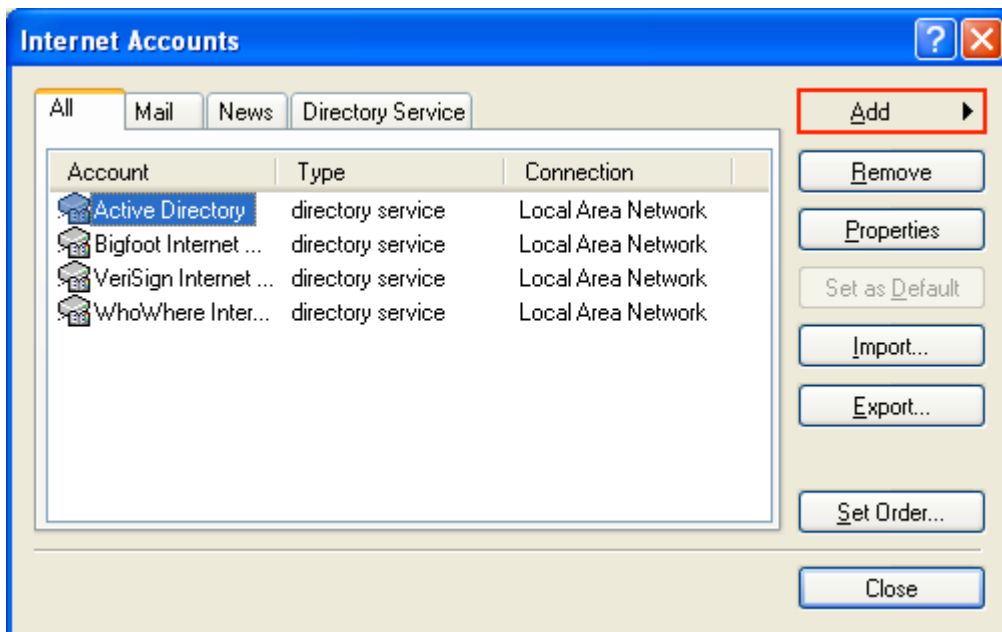


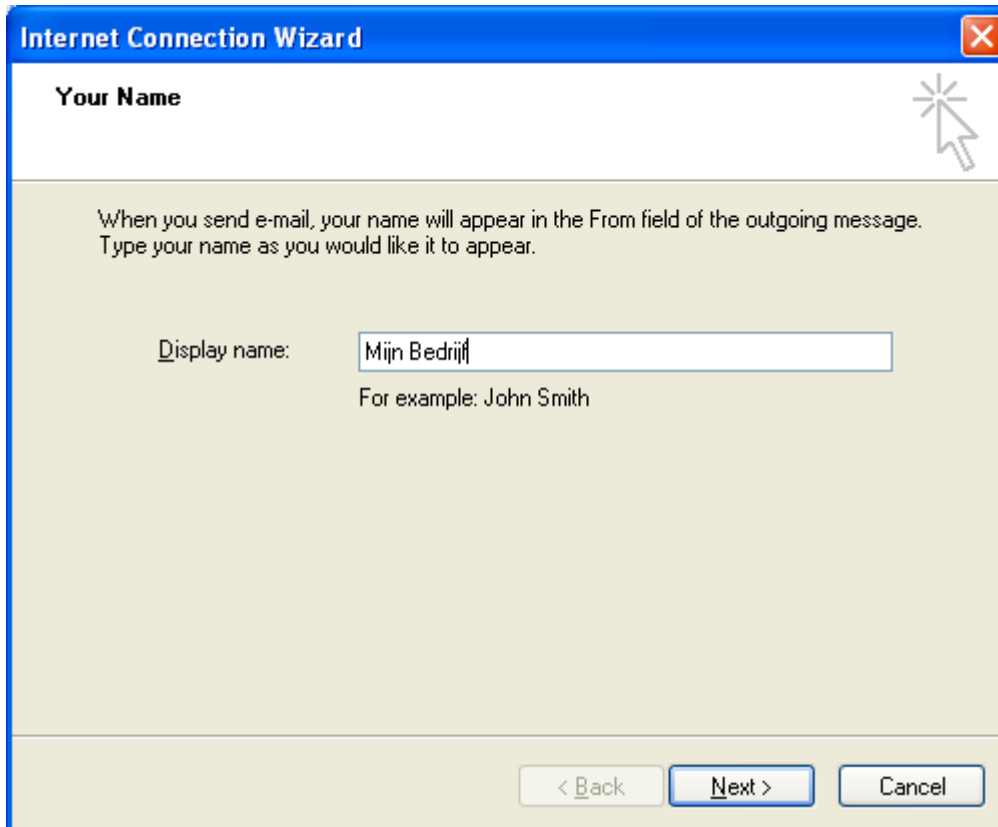


INSTRUCTIES VOOR HET INSTELLEN VAN UW EMAIL Outlook Express (Windows XP)

1. Open Outlook Express.
2. Als dit de eerste keer is dat u het program start, worden de e-mail instellingen automatisch geopend. In dit geval, ga verder met stap 4. Als niet, klik op het Tools menu en selecteer Accounts.
3. Klik op de Add button in boven rechts en selecteer Mail van het menu.

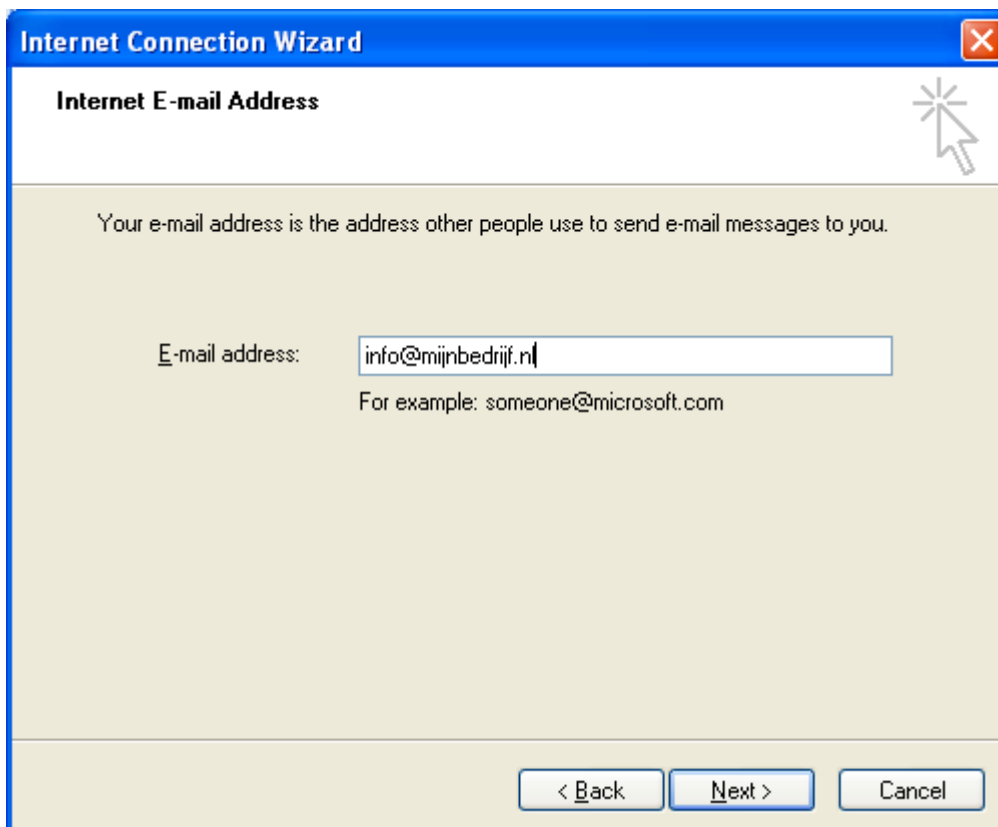


4. Voer uw (bedrijfs)naam in en klik Next.



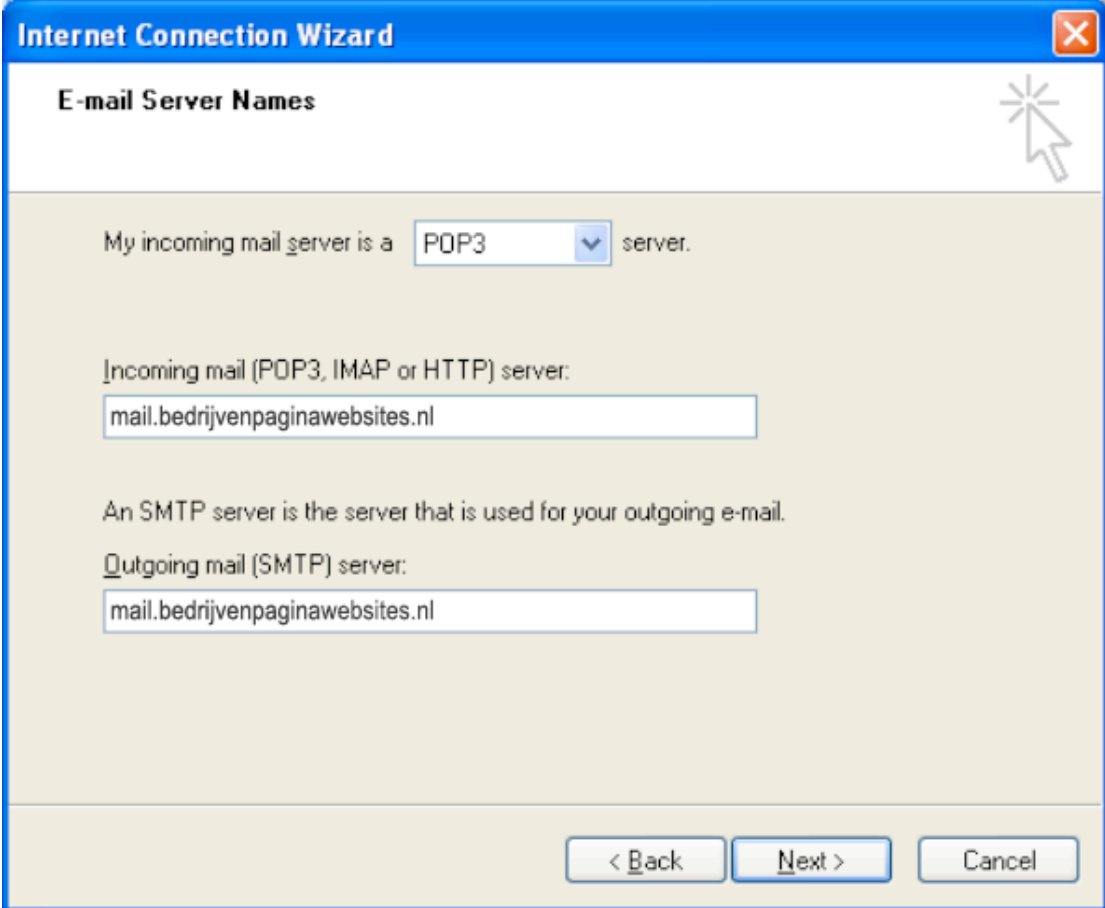
The screenshot shows the 'Internet Connection Wizard' dialog box. The title bar is blue with the text 'Internet Connection Wizard' and a close button. The main area has a white header with the text 'Your Name' and a mouse cursor icon. Below the header, there is a paragraph of text: 'When you send e-mail, your name will appear in the From field of the outgoing message. Type your name as you would like it to appear.' Below this text is a label 'Display name:' followed by a text input field containing 'Mijn Bedrijf'. Underneath the input field is the text 'For example: John Smith'. At the bottom of the dialog box, there are three buttons: '< Back', 'Next >', and 'Cancel'.

5. Voer het e-mail adres dat u van Bedrijvenpagina gekregen hebt in in het E-mail address veld en klik Next.



The screenshot shows the 'Internet Connection Wizard' dialog box. The title bar is blue with the text 'Internet Connection Wizard' and a close button. The main area has a white header with the text 'Internet E-mail Address' and a mouse cursor icon. Below the header, there is a paragraph of text: 'Your e-mail address is the address other people use to send e-mail messages to you.' Below this text is a label 'E-mail address:' followed by a text input field containing 'info@mijnbedrijf.nl'. Underneath the input field is the text 'For example: someone@microsoft.com'. At the bottom of the dialog box, there are three buttons: '< Back', 'Next >', and 'Cancel'.

6. Selecteer POP3 voor de inkomende mail server. Voer in beide velden (Incoming mail en Outgoing mail) *mail.bedrijvenpaginawebsites.nl* in, en klik op Next.

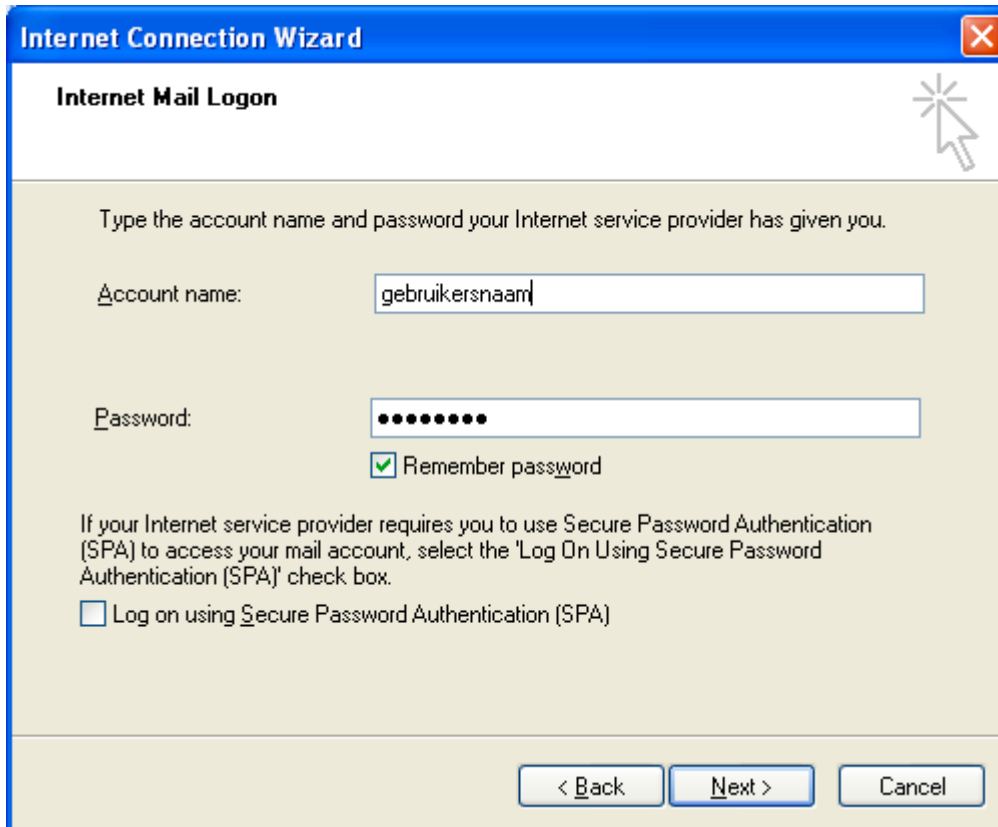


The screenshot shows a window titled "Internet Connection Wizard" with a sub-header "E-mail Server Names". The window contains the following elements:

- A dropdown menu set to "POP3" with the text "My incoming mail server is a ... server." to its left.
- A text input field labeled "Incoming mail (POP3, IMAP or HTTP) server:" containing the text "mail.bedrijvenpaginawebsites.nl".
- A text input field labeled "Outgoing mail (SMTP) server:" containing the text "mail.bedrijvenpaginawebsites.nl".
- At the bottom, three buttons: "< Back", "Next >", and "Cancel".

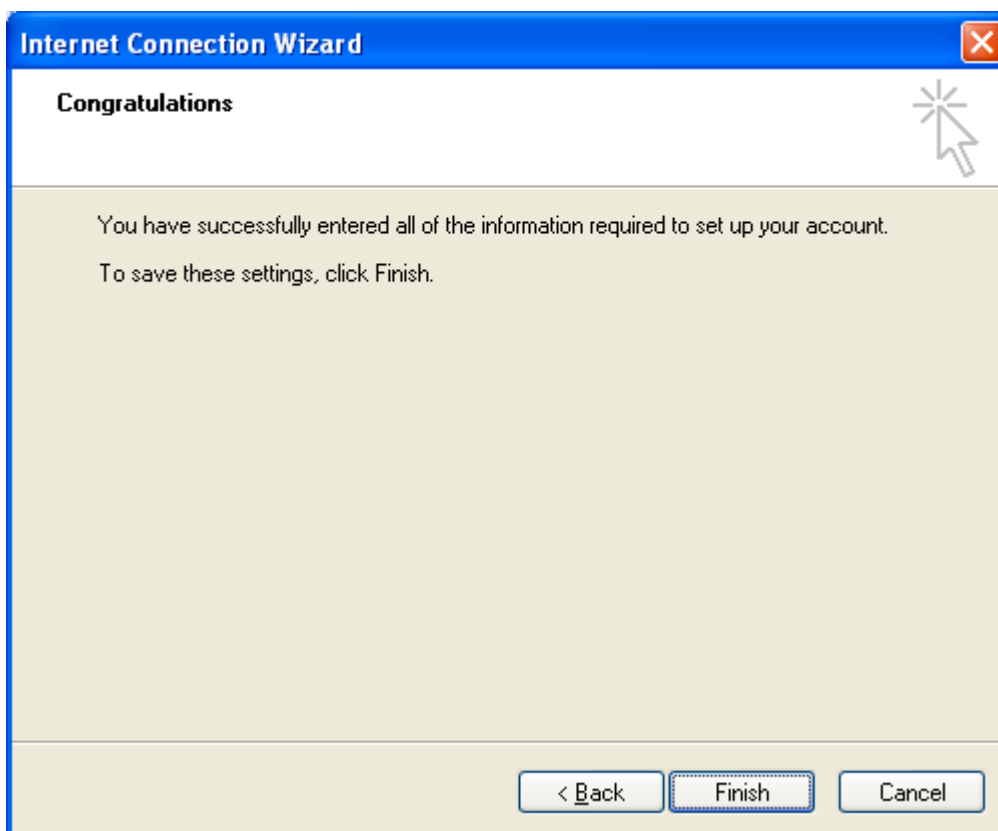
7. Voer de gebruikersnaam die u van Bedrijvenpagina gekregen hebt in in het veld Account name; idem voor het wachtwoord in het veld Password.
Pas op: beiden precies zo invoeren als u ze gekregen hebt (opletten met hoofdletters / kleine letters!).

Controleer dat Remember password aangevinkt staat, en klik op Next.



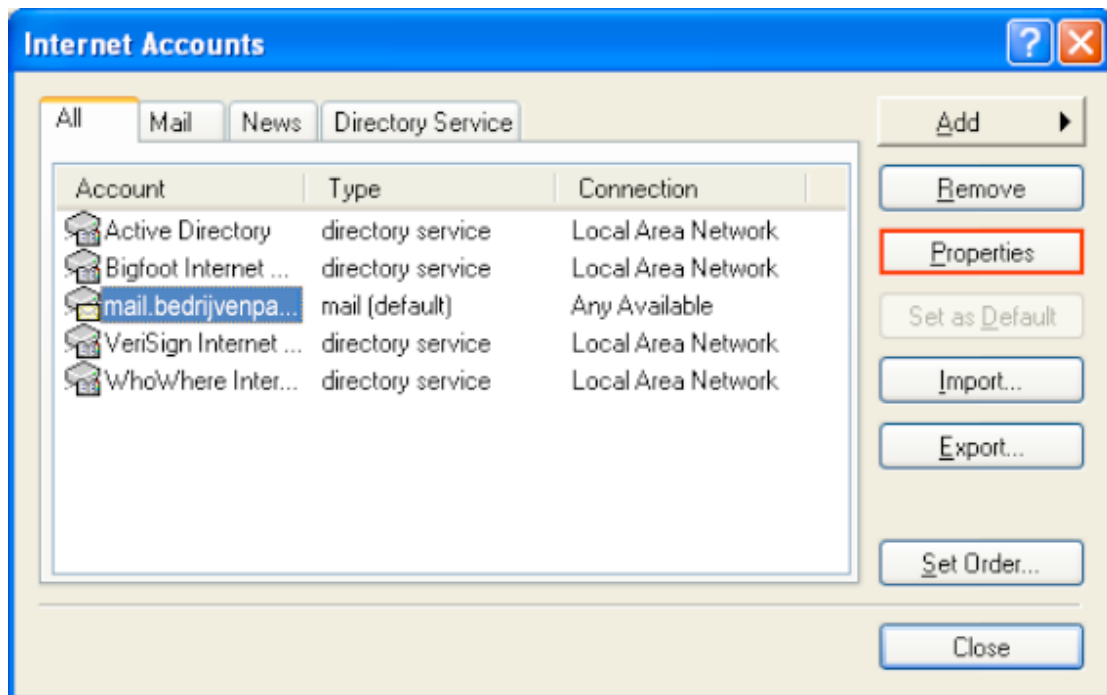
The screenshot shows the 'Internet Mail Logon' step of the Internet Connection Wizard. The window title is 'Internet Connection Wizard'. The main heading is 'Internet Mail Logon'. Below the heading, there is a prompt: 'Type the account name and password your Internet service provider has given you.' There are two input fields: 'Account name:' with the text 'gebruikersnaam' and 'Password:' with a masked password of ten dots. Below the password field is a checked checkbox labeled 'Remember password'. Further down, 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.' Below this text is an unchecked checkbox labeled 'Log on using Secure Password Authentication (SPA)'. At the bottom of the dialog, there are three buttons: '< Back', 'Next >', and 'Cancel'.

8. Na klikken op Finish, als u niet de Internet Accounts dialoog ziet, klik op Tools in het menu en selecteer Accounts.

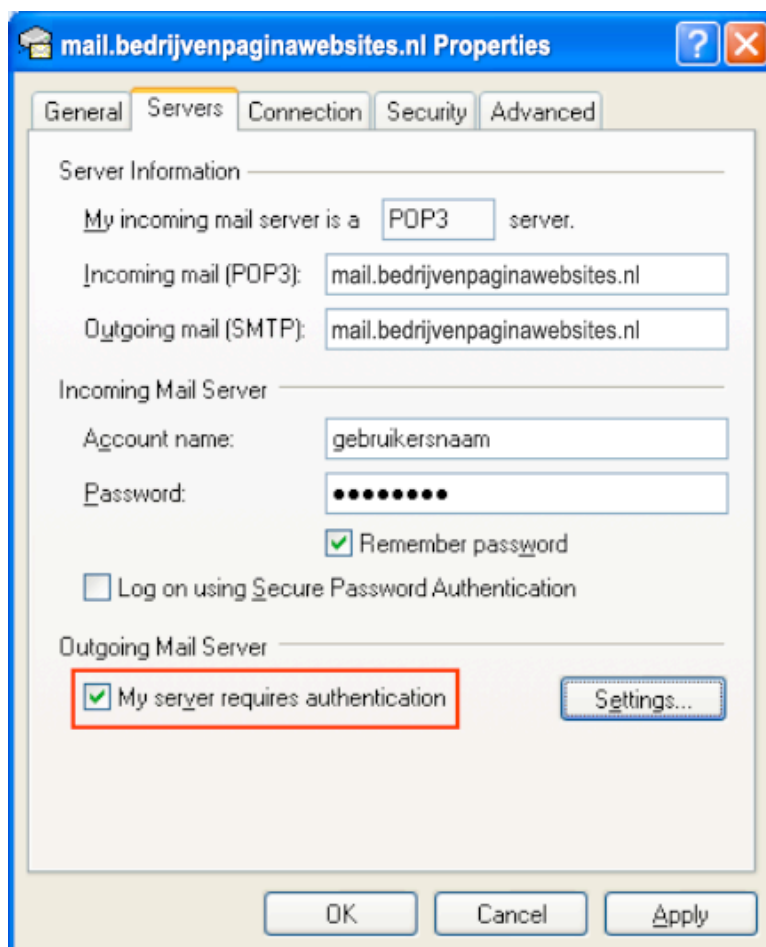


The screenshot shows the 'Congratulations' step of the Internet Connection Wizard. The window title is 'Internet Connection Wizard'. The main heading is 'Congratulations'. Below the heading, there is a message: 'You have successfully entered all of the information required to set up your account. To save these settings, click Finish.' At the bottom of the dialog, there are three buttons: '< Back', 'Finish', and 'Cancel'.

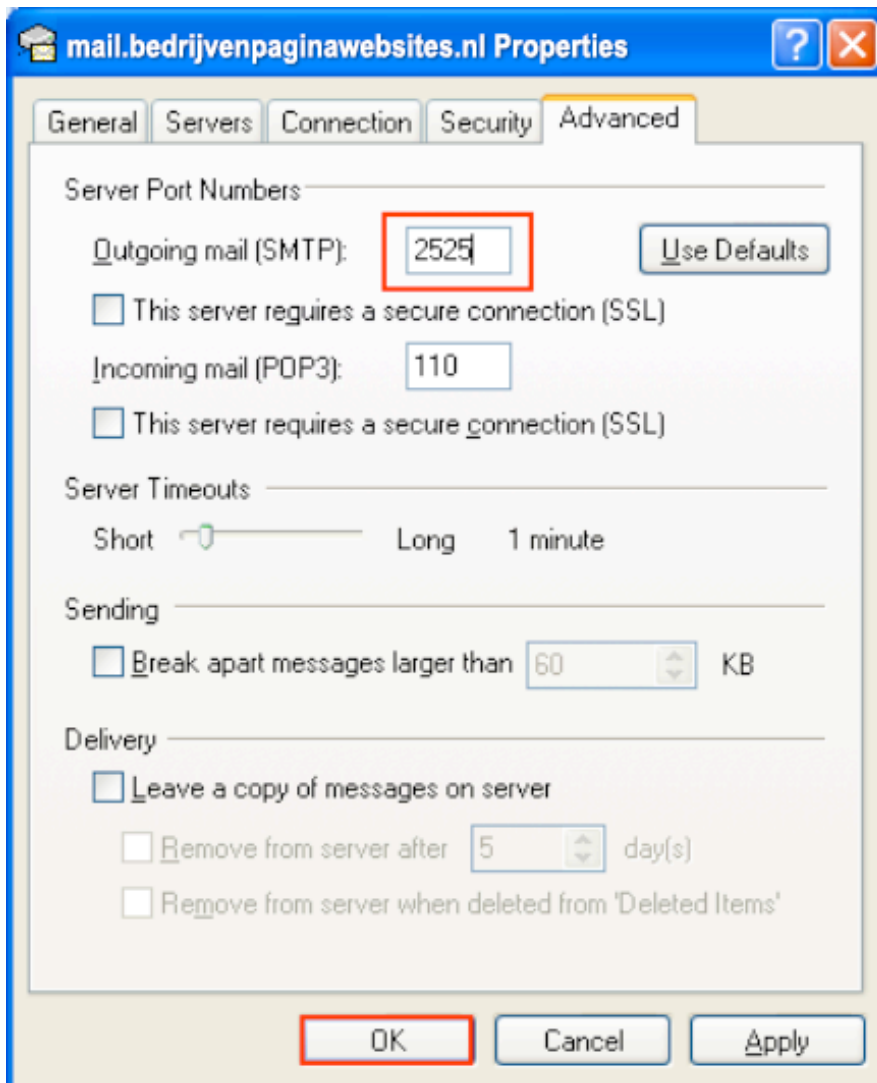
9. In de Internet Accounts dialoog, selecteer het *mail.bedrijvenpaginawebsites.nl* account en klik op Properties.



10. Klik op de tab Servers. Controleer dat de optie *My server requires authentication* aangevinkt staat.



11. Klik op de tab Advanced. Wijzig de poort voor Outgoing mail (SMTP) in 2525 om problemen te voorkomen met bepaalde providers (KPN, XS4ALL enz.). Klik op OK.



12. Klik op Close om de Internet Accounts dialoog te sluiten. Verstuur een testmail aan uzelf om te zien, of alles naar behoren werkt.

