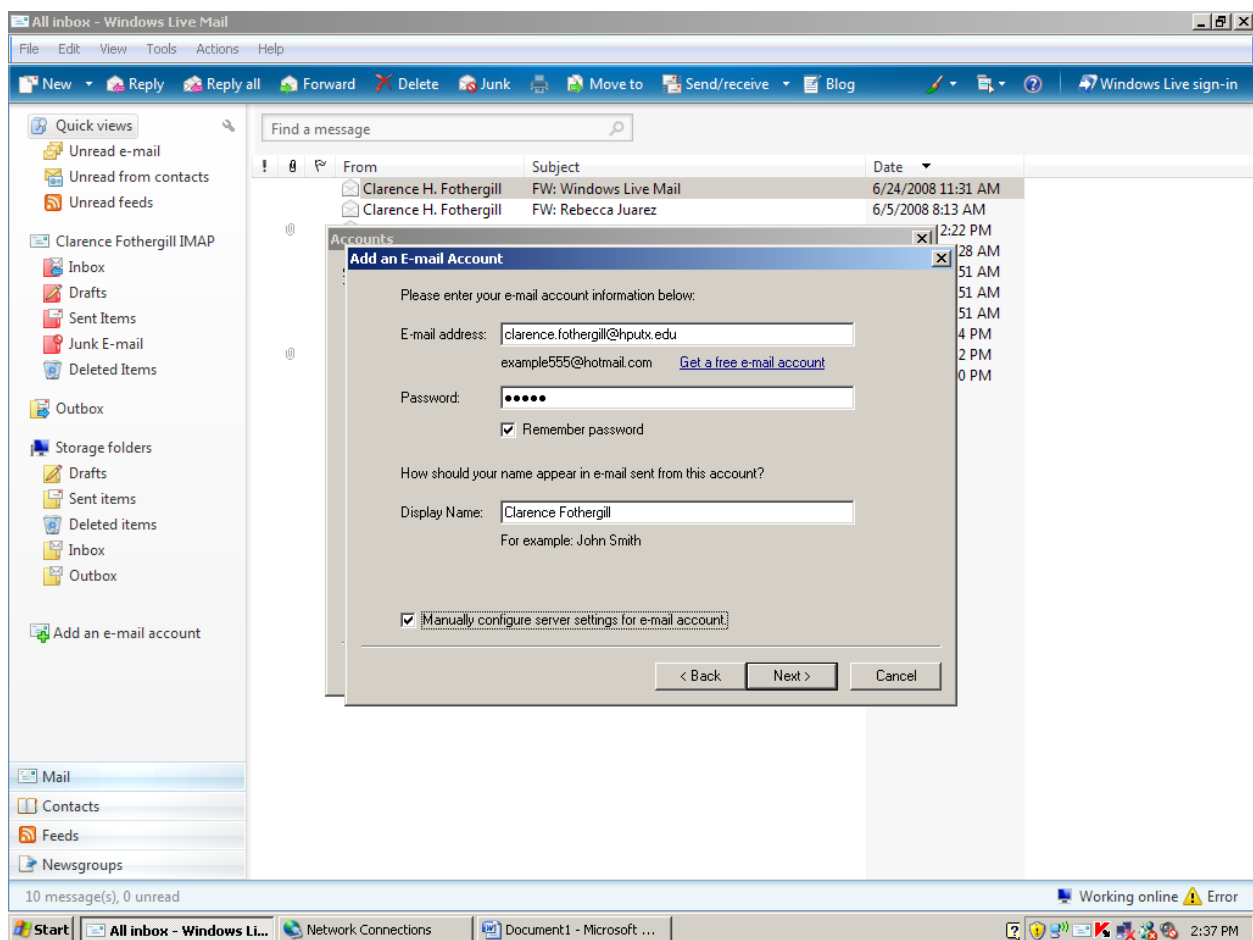
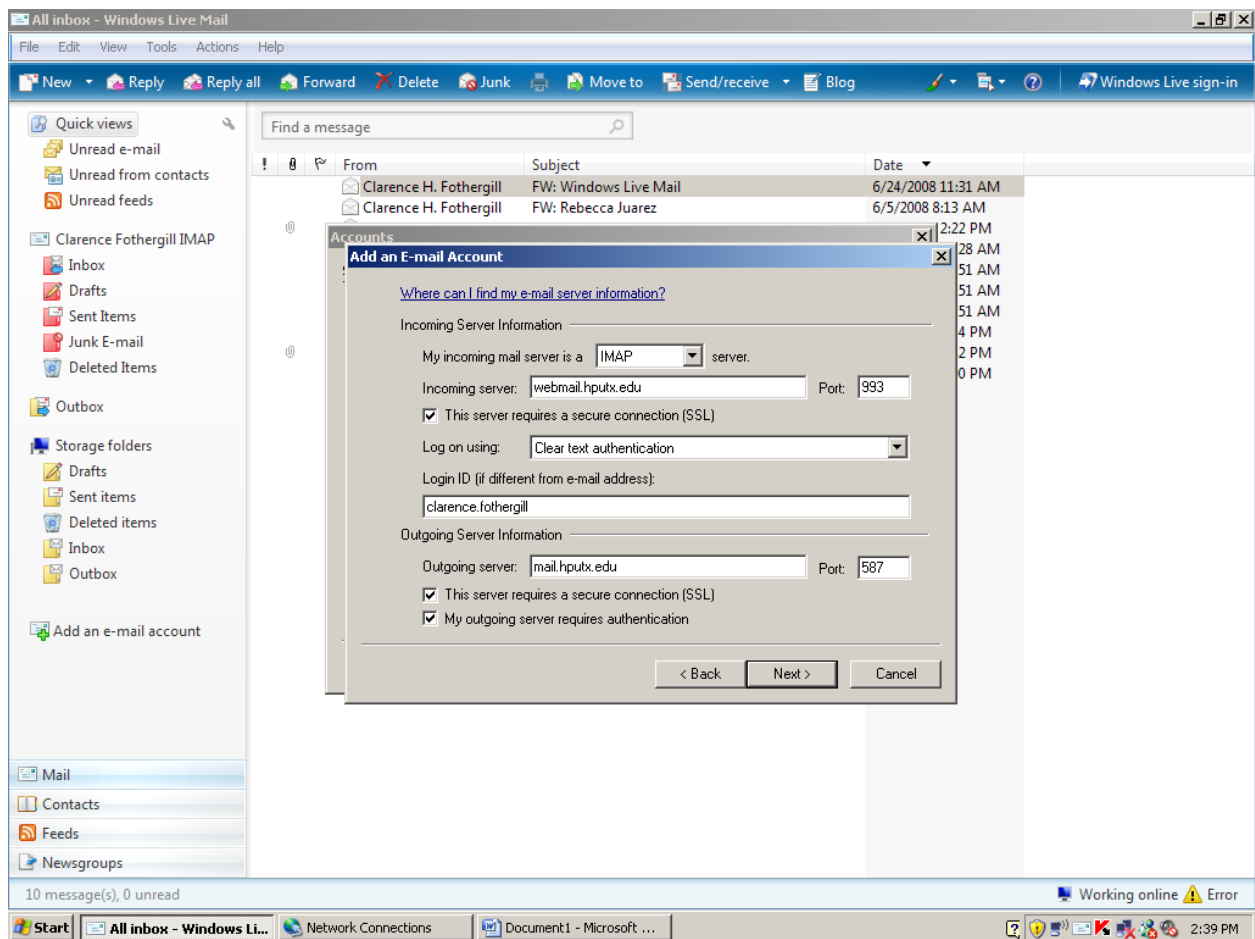


If you are using POP3 or IMAP to check your HPU email, there are a few changes that must be made. Outlook Express is not very compatible so we recommend that you use Windows Live Mail on a Windows XP or Vista machine. If you use some other platform such as MAC or Linux you will need to make the corresponding changes to the mail client in use. The following instructions relate to Windows Live Mail which can be downloaded from the Internet. Once it is installed you can create an account as follows.

1. Click on tools / accounts
2. Click the add button to create a new account.
3. Fill in the email address and password as well as the display name which should be your user name.
4. Check the box to manually configure server settings and click next.



5. We suggest that you use IMAP to get mail but POP will also work. You must use secure SSL connections though for both send and receive.
6. Choose the protocol to use. Both IMAP and POP are available.
7. The incoming server is webmail.hputx.edu and the port is 993 for IMAP or 995 for POP. Checking the box that the server requires SSL connections will automatically set the correct port number. This box must be checked.
8. Check the box to use clear text authentication.
9. The Login ID should be populated for you.
10. The outgoing server is mail.hputx.edu and it also requires SSL and authentication so check both boxes. The port number is 587 and it does not auto populate.
11. Click next and finish.



This client can also check your hotmail, yahoo mail, or gmail with appropriate settings. You may want to use it for everything.