

Windows Live Mail Client Configuration for use with FirstClass

You may download Windows Live Mail for free from www.microsoft.com. When opening the program for the first time you will get the Account Configuration Wizard.

1. Enter your FirstClass email address and password.
2. Enter your Display Name as you would like it to appear when you send email.
3. Check the box that says Manually configure server settings for e-mail account.
4. Click Next

Please enter your e-mail account information below:

E-mail address: john.doe@umit.maine.edu
example555@hotmail.com [Get a free e-mail account](#)

Password: ●●●●●●●●
 Remember password

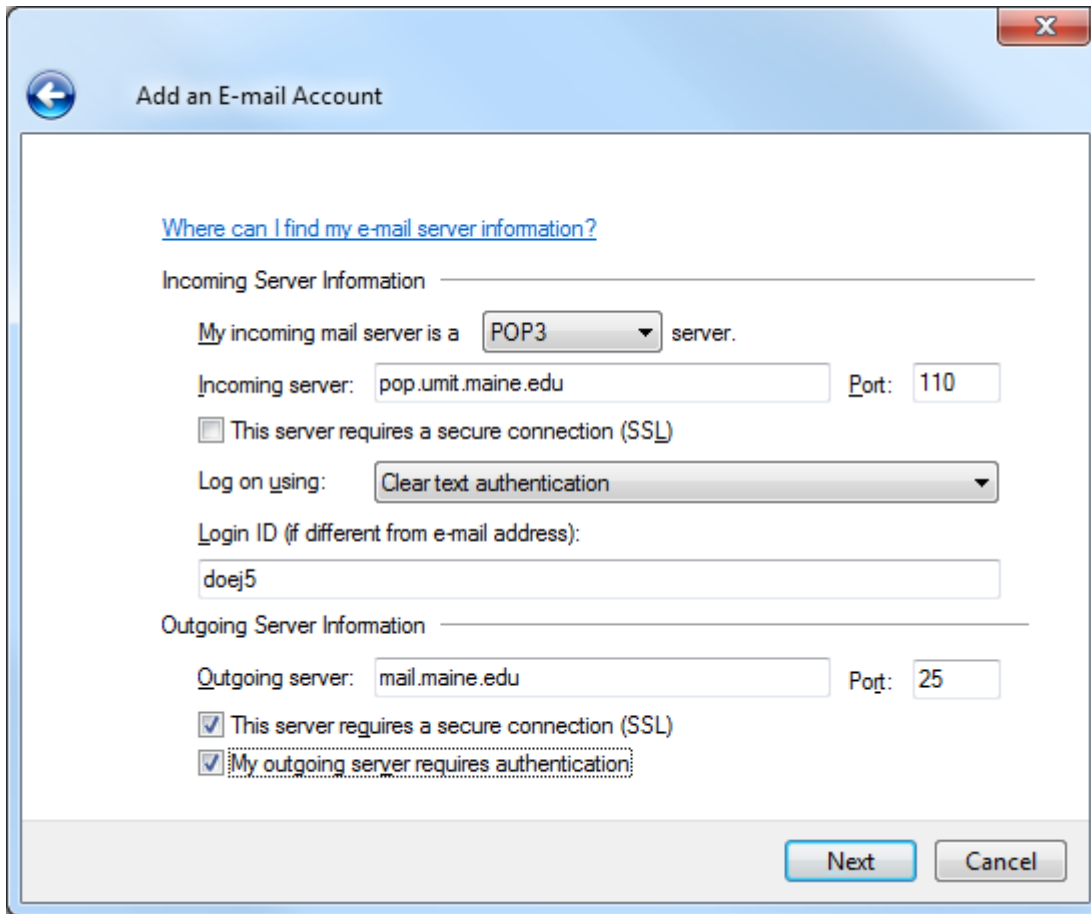
How should your name appear in e-mail sent from this account?

Display Name: John Doe
For example: John Smith

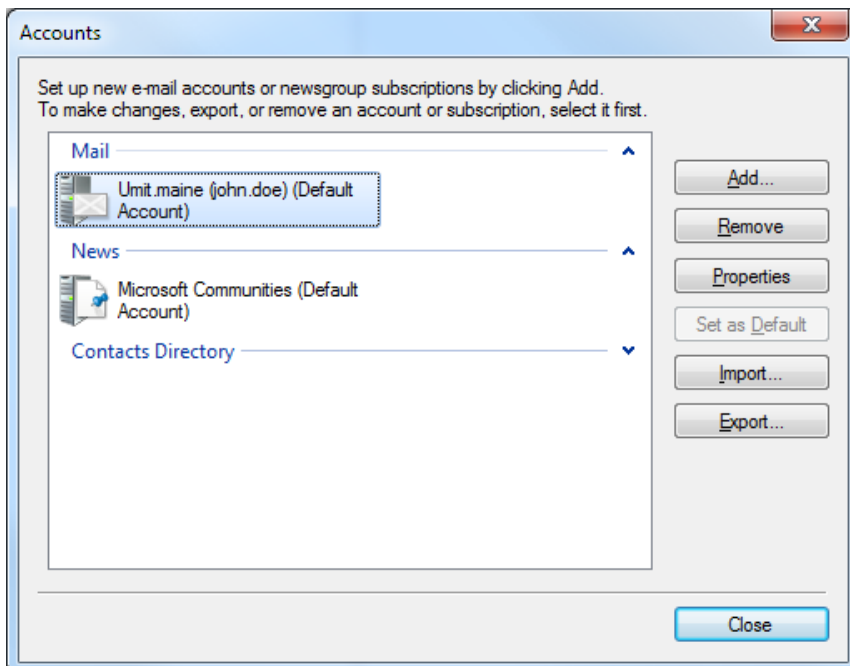
Manually configure server settings for e-mail account.

Next Cancel

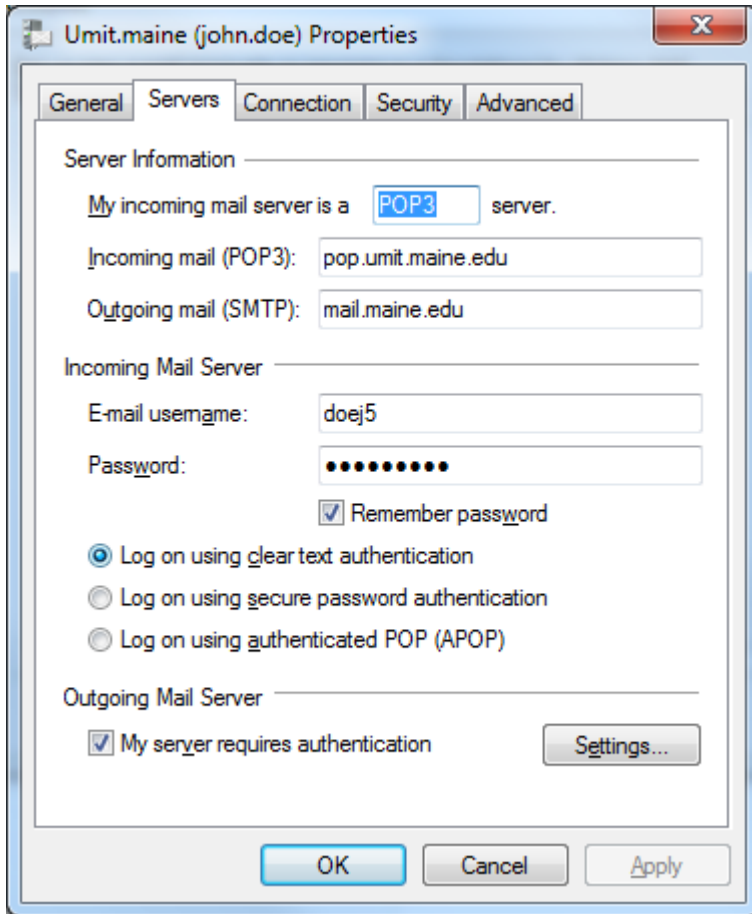
5. Set Incoming mail server to POP3.
6. Set Incoming server name to pop.umit.maine.edu
7. Set Login ID to your FirstClass username
8. Set Outgoing server to mail.maine.edu
9. Check the box that says This server requires a secure connection (SSL)
10. Check the box that says My outgoing server requires authentication
11. Click Next



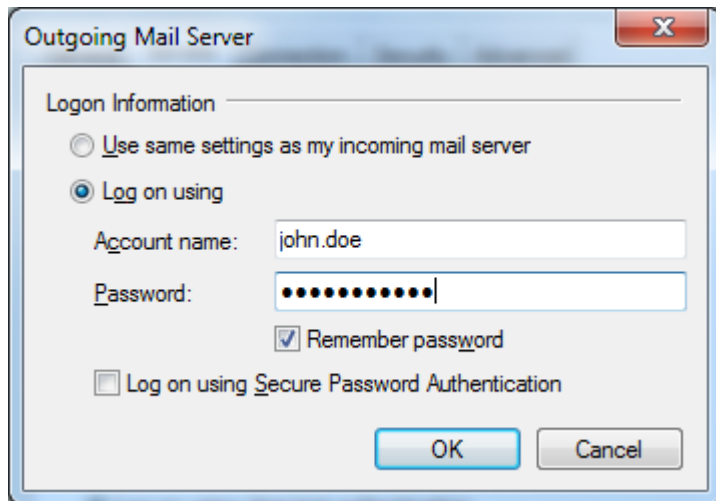
12. Once the application is open click on Tools>Accounts. If you don't see the word Tools at the top of the window click Alt+M and select Show Menu Bar.



13. Highlight the mail server and select Properties.
14. Select the Server tab
15. Under Incoming Mail Server change the username to your FirstClass username.



16. Under Outgoing Mail Server click Settings.
17. Select Log on using
18. Under Account name put in your Mainstreet (UMS) username
19. Under Password put in your Mainstreet (UMS) password
20. Click Remember password and click OK



21. Click on the Advanced tab

22. Under Outgoing mail (SMTP) check This server requires a secure connection (SSL)

