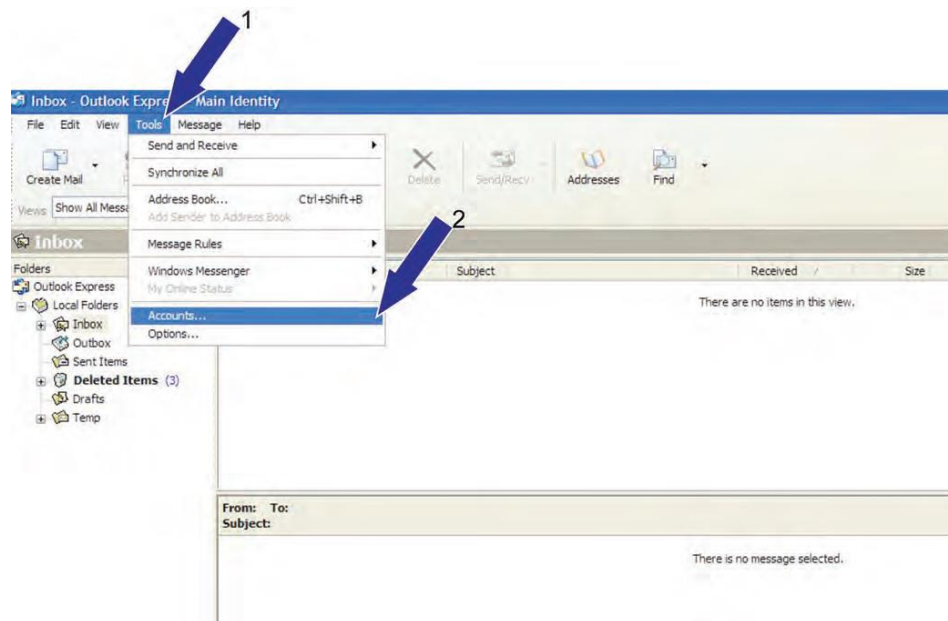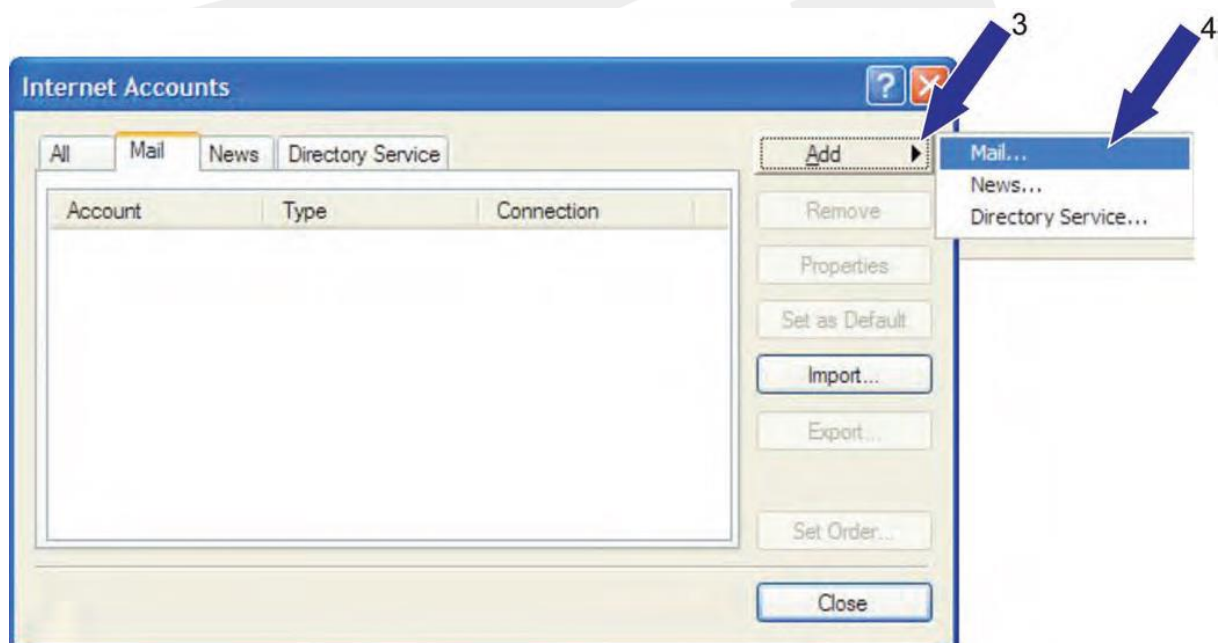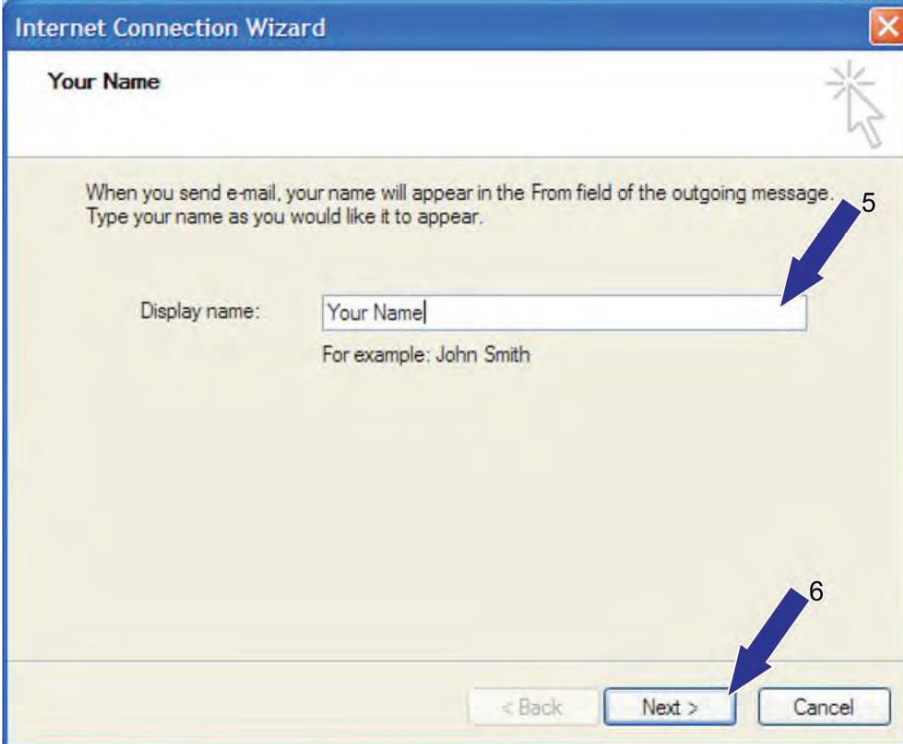# Setting up an IMAP mail account in Outlook Express

1. On the top select Tools and then Accounts

2. Select the Mail tab near the top; near the right, click Add and then Mail
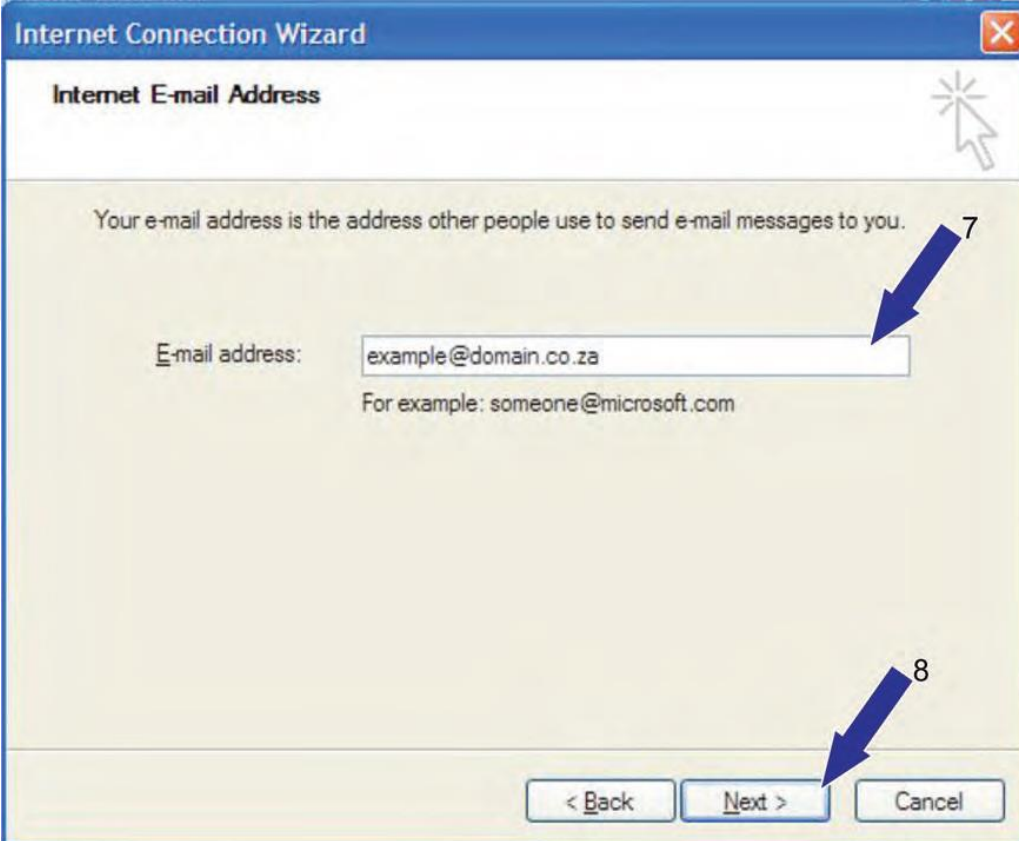
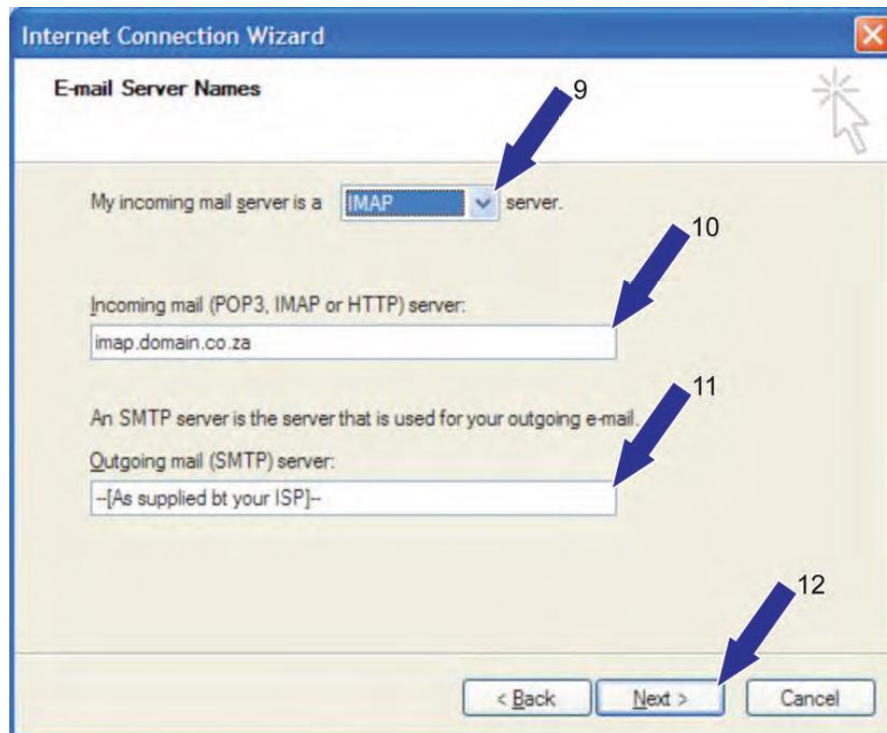3. Enter your name and click Next

4. Enter your email address and click Next

5. From the drop down list, select your account type as IMAP (your incoming mail server is imap.adept.co.za, however we can personalise this to "imap.yourdomain" if you so prefer); click Next

6. Enter your full email address as the Account Name; enter your password and click Next

7. Click Finish to complete the setup

8. Click Close