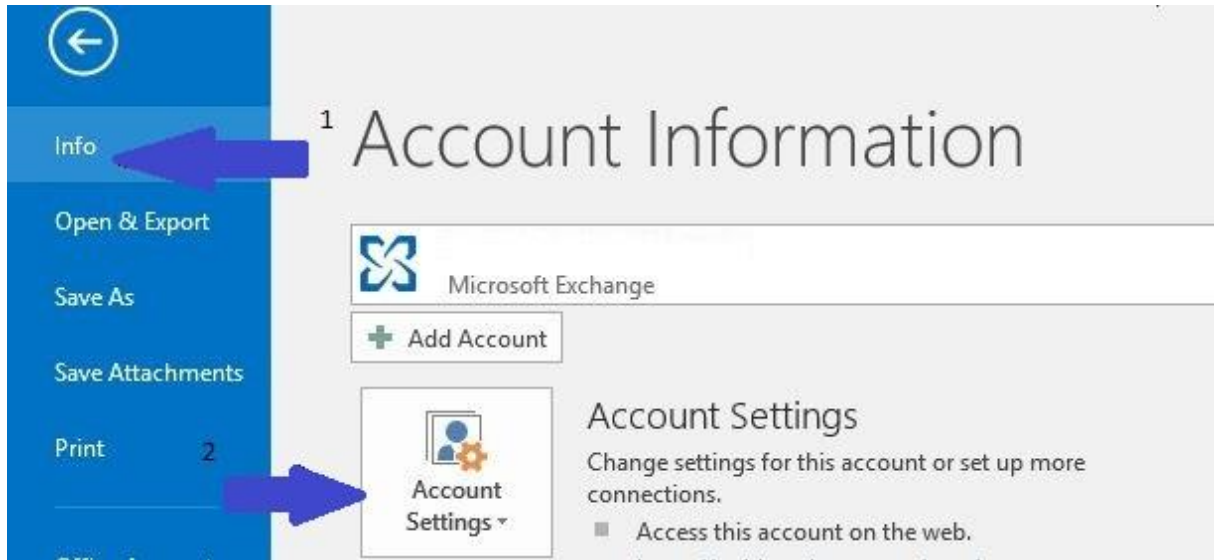
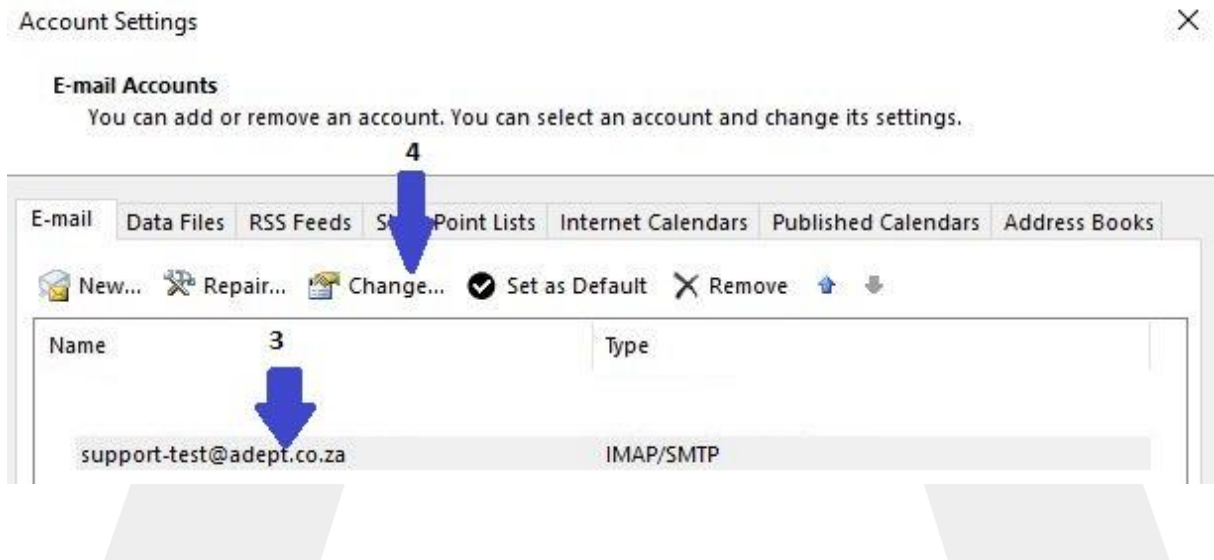


Outlook 2016 Auth SMTP Setup

1. Click on File, then on Info; under Account Settings click the same option that appears



2. Select your email account and click on Change



3. Select More Settings

Add Account

POP and IMAP Account Settings

Enter the mail server settings for your account.

User Information
Your Name:
Email Address:

Server Information
Account Type:
Incoming mail server:
Outgoing mail server (SMTP):

Logon Information
User Name:
Password:
 Remember password
 Require logon using Secure Password Authentication (SPA)

Test Account Settings
We recommend that you test your account to ensure that the entries are correct.

 Automatically test account settings when Next is clicked

Deliver new messages to:
 New Outlook Data File
 Existing Outlook Data File

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4. Click on the outgoing Server tab, then tick "My outgoing server (SMTP) requires authentication", enter your details as supplied and click OK

Internet E-mail Settings

General **Outgoing Server**

My outgoing server (SMTP) requires authentication
 Use same settings as my incoming mail server
 Log on using
User Name:
Password:
 Remember password
 Require Secure Password Authentication (SPA)
 Log on to incoming mail server before sending mail

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