

# Windows Mail

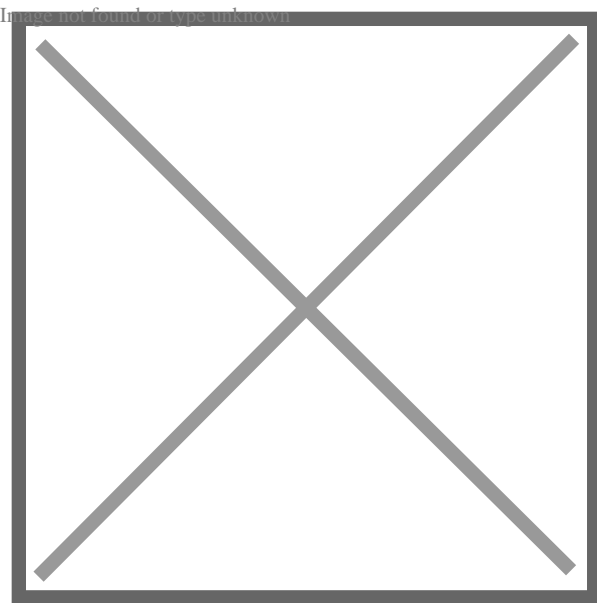
1. Open the Windows Mail app
2. Click on **Accounts** on the left, then click on **Add account** on the right



3. Scroll down and select **Advanced setup**

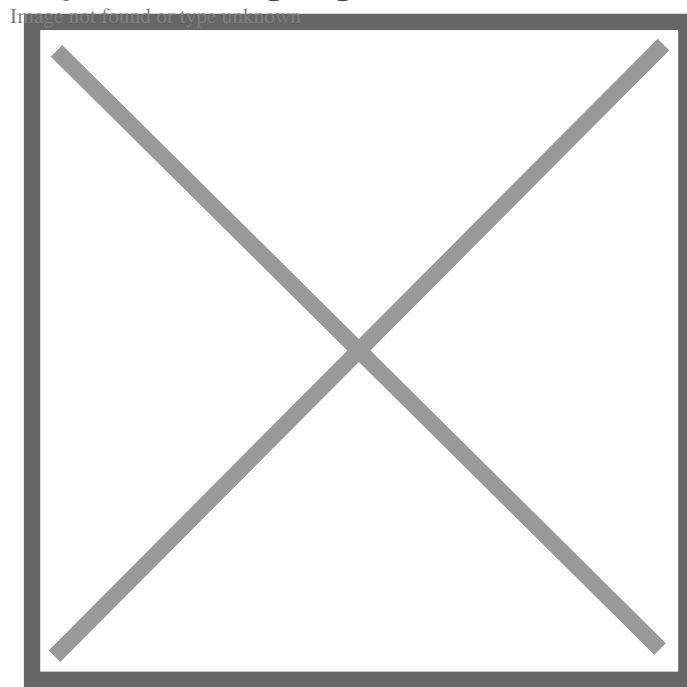


4. Select **Internet email**



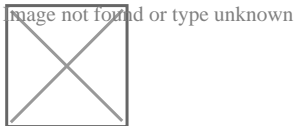
5. Enter the following details
  - **Email Address** - your email address
  - **Username** - your email address
  - **Password** - your email account password
  - **Account Name** - this is for your reference (eg. work account)
  - **Send your messages using this name** - name you want appearing on your send emails
  - **Incoming email server** - email.barweb.com.au
  - **Account Type** - POP3
  - **Outgoing (SMTP) email server** - email.barweb.com.au
  - **Outgoing server requires authentication** - enabled
  - **Use the same username and password for sending emails** - enabled
  - **Require SSL for incoming emails** - enabled

- **Require SSL for going emails** - enabled

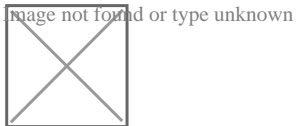


6. Click **Sign in**

7. Click **Done**



8. Click on **Go to inbox**



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Revision #1

Created Tue, Aug 20, 2019 4:18 AM by [Zachary Cash](#)

Updated Tue, Aug 20, 2019 4:20 AM by [Zachary Cash](#)