

Outlook Express

1. Open Outlook Express.
2. Click the **Tools** menu, and select **Accounts...**
3. Click **Add**, and then click **Mail...**
4. Enter your name in the **Display name:** field, and click **Next**.
5. Enter your full email address (username@gmail.com) in the **Email address:** field, and click **Next**.
6. For **My incoming mail server is a _____ server**, please select **IMAP** in the dropdown menu.
7. Enter 'imap.gmail.com' in the **Incoming mail (POP3, IMAP or HTTP) server:** field. Enter 'smtp.gmail.com' in the **Outgoing mail (SMTP) server:** field.
8. Click **Next**.

Internet Connection Wizard

Internet Mail Logon

Type the account name and password your Internet service provider has given you.

Account name:

Password:

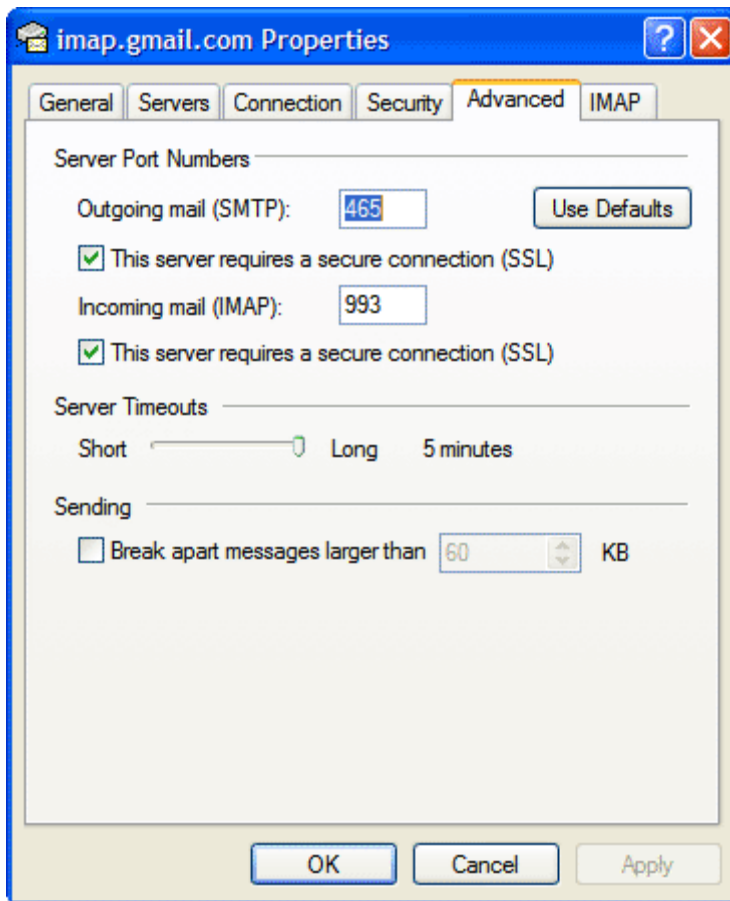
Remember password

If your Internet service provider requires you to use Secure Password Authentication (SPA) to access your mail account, select the 'Log On Using Secure Password Authentication (SPA)' check box.

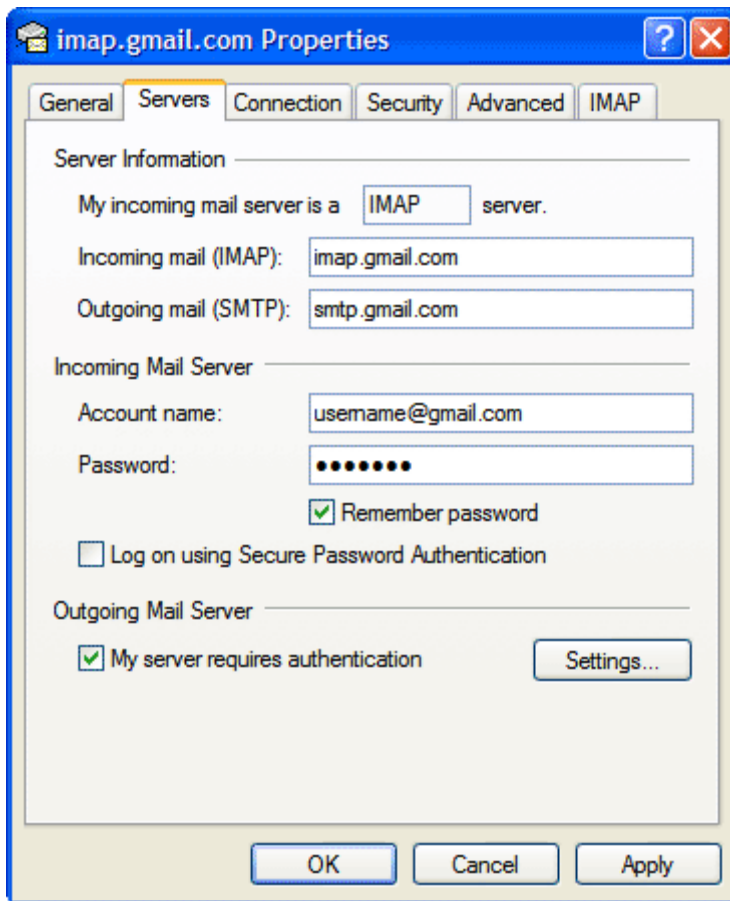
Log on using Secure Password Authentication (SPA)

< Back Next > Cancel

9. Enter your username (including '@gmail.com') in the **Account name:** field. Enter your password in the **Password:** field, and click **Next**.
10. Click **Finish**.
11. Highlight **imap.gmail.com** under **Account**, and click **Properties**.
12. Click the **Advanced** tab.
13. Under **Outgoing Mail (SMTP)**, check the box next to **This server requires a secure connection (SSL)**.
14. Enter '465' in the **Outgoing mail (SMTP):** field.
15. Under **Incoming mail (IMAP)**, check the box next to **This server requires a secure connection (SSL)**. The port will change to '993'.



16. Click the **Servers** tab, and check the box next to **My server requires authentication**.



17. Click **OK**.

Congratulations! You're done configuring your client to send and retrieve Gmail messages.