How to set up your IMAP/POP e-mail address with Thunderbird 3.0 and up

The following instructions will configure Thunderbird as an IMAP client. This configuration will require your:

Username	This is the same as your e-mail address (ex. example@pspinc.com)
Password	The same password as your POP account
Incoming Server	IMAP: imap.dreamersi.net
Outgoing Server (SMTP)	smtp. <mark>dreamersi</mark> .net

1. Open up Thunderbird and click Tools \rightarrow Account Settings.

😂 psptesting@hotmail.com - Mo	zilla Thunderbird			
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	Accounts			
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2. Click Account Actions → **Add Mail Account**

Account Settings	X
 Local Folders Junk Settings Disk Space Server Settings Copies & Folders Composition & Addressing Junk Settings Disk Space Return Receipts Security Outgoing Server (SMTP) 	Account Settings - Account Name: Default Identity Each account has an identity, which is the information that other people see when they read your messages. Your Name: Email Address: Reply-to Address: Organization: Signature text: Use HTML (e.g., bold)
Account Actions Add Mail Account Add Other Account	Manage Identities OK Cancel

3. Enter the following information (This is just an example) When you are done, click Continue.

Your Name	John Doe
E-mail Address	john_doe@pspinc.com
Password	The same password as your account

Mail	Account Setup			
	Your <u>n</u> ame:	John Doe	Your name, as shown to others	
	Emai <u>l</u> address:	john_doe@pspinc.com		
	<u>P</u> assword:	•••••		
		Remember password		
			Cancel	Continue

4. Check your settings and make sure they match:

Click on Edit if they do not match and change it to the appropriate setting and then click on Re-rest Configuration when you are done and then Create Account.

Your Name	John Doe
E-mail Address	john_doe@pspinc.com
Password	The same password as your account
User Name	john_doe@pspinc.com
Incoming mail server	imap. <mark>dreamersi</mark> .net (IMAP-SSL, 993)
Outgoing mail server (SMTP). smtp. dreamersi.net (SMTP-SSL, 465)

Your <u>n</u> ame:	John Doe	Your name, as	shown to ot	hers	
Emaiļ address:	john_doe@pspinc.com				
Password:	••••				
	Remember password	ł			Start over
The following s	ettings were found by	trying commo	n server n	ames	
Username:	john_doe				Edit
Incoming:	imap.dreamersi.net	Imap	993	None	
Outgoing:	smtp.dreamersi.net	smtp	465	None	

5. Click Next and your account should be set.

After the switch (Only for IMAP):

Deleting Items

You can choose to select where you're deleted items will be stored by going to Tools \rightarrow Account Settings and select Server Settings under your

mail account. Select a folder where you would like to store your deleted items (It will also sync with the server), and you can choose to have all deleted items to be permanently purged by selecting "Empty Trash on Exit" or "Clean up (Expunge) Inbox on Exit". It is completely optional.

E Local Folders	Server Settings		
Junk Settings Disk Space psptesting@hotmail.com Server Settings Copies & Folders Composition & Addressing Junk Settings Disk Space Return Receipts Security c andrew.leavitt@pspinc.com Server Settings Copies & Folders Composition & Addressing Junk Settings Synchronization & Storage Return Receipts Security Outgoing Server (SMTP)	Server Type: IMAP Mail Serv §erver Name: Imap.dreamer User Name: c_andrew.lear Security Settings Connection security: Nor Authentication method: Pas Server Settings ♥ Check for new messages ♥ Check for new messages When I delete a message: ● Move it to this folder ● Just mark it as delete ● Remove it immediated ● Clean up ("Expunge") Inb ■ Empty Trash on Exit Local directory: C:\Documents and Settings\Du	rer rsi.net Port: 993 Default: 143 vitt@pspin ne ssword, transmitted insecurely at startup every 10 minutes : Deleted Items ed by poox on Exit rew\Application Data\Thunderbird\Profil Browse	
Account Actions *			

Configure "Sent Items" folder to sync to server

If you use multiple accounts and would like all "Sent Items" to be in one organized folder, click Tools → Account Settings and under your e-mail account, click "Copies & Folders". Select "Other" under "When sending messages, automatically:" Then click on your e-mail account and then "Sent Items". All sent IMAP mail will be stored in the "Sent Items" folder.

Account Settings		5/18/
		5/18/
🖃 Local Folders	Copies & Folders	5/18/2 5/18/2
Junk Settings		5/18/
Disk Space	When sending messages, automatically:	• 5/18/2
psptesting@hotmail.com	Place a copy in:	• 5/18/
Server Settings	Candrew.leavitt@pspinc.com	• 5/18/
Copies & Folders	Other: Sent Items	• 5/18/
Composition & Addressing	Place replies in the U local Folders	
Junk Settings		
Disk Space	Cc these email addresse Crystescing@hotmail.com	A Tabau
Return Receipts	Bcc these email address c_andrew.leavitt@pspinc.com	
		E Drafts
	Drarts, Archives, and Templates	🧾 Sent Items
Copies % Folders	Neep message grants in:	📷 Deleted Items
Composition & Oddressing	Drarts Folder on: c_andrew.leavitt@pspinc.com	🚞 Junk E-mail
Junk Settings	Other: Drafts	Sent
Synchronization & Storage	Keep message archives in:	🚞 Trash
Return Receipts	C_andrew.leavitt@pspinc.com	
Security	Other: Archives	
Outgoing Server (SMTP)	Keep message templates in:	
	"Templates" Folder on: c_andrew.leavitt@pspinc.com	
	O Other: Templates	
	Snow confirmation dialog when messages are saved	
Account Actions •		
	OK Cancel	1
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