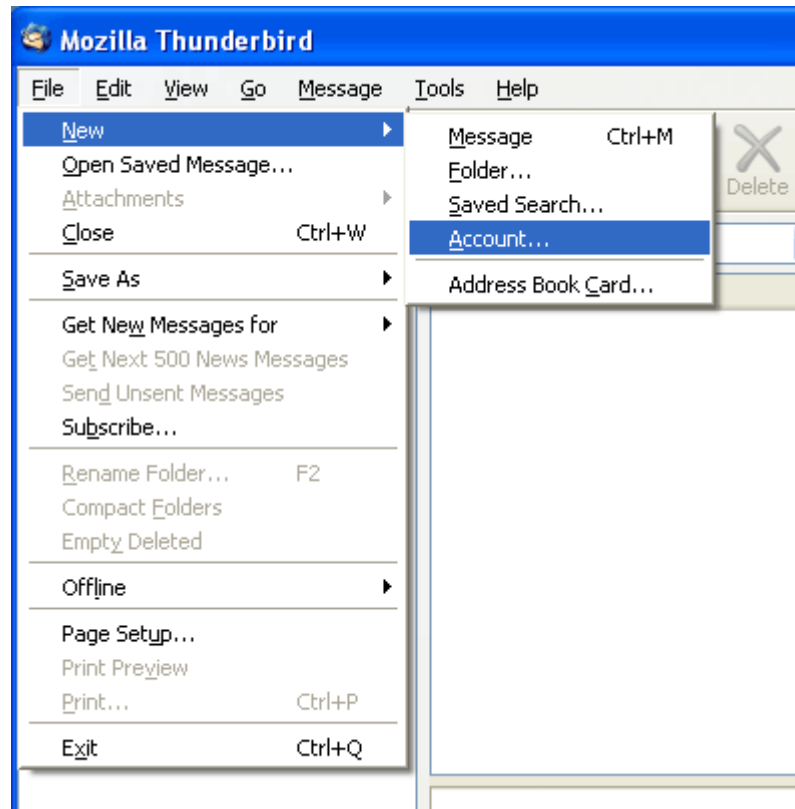


## Setting up Mozilla Thunderbird 1.5

To configure email accounts in Mozilla Thunderbird 1.5 please follow these simple 8 step-by-step instructions.

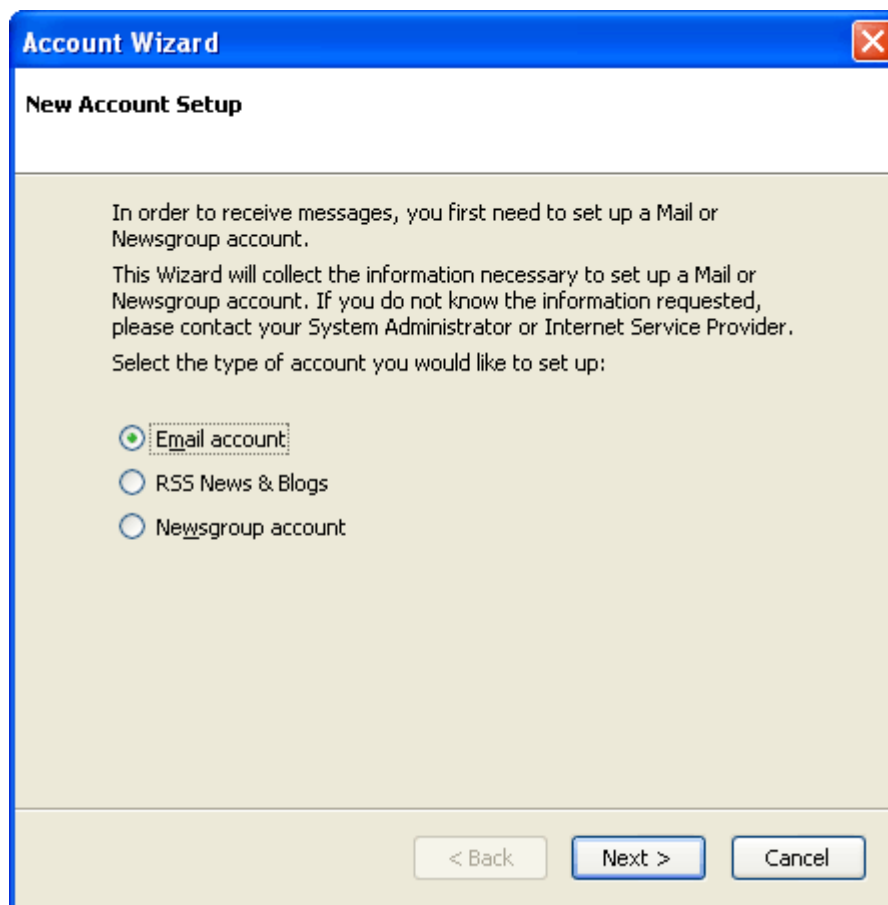
### Step 1

Go to the top menu 'file' and click on the link 'new' and then 'account'.



## Step 2

Select the option 'Email Account'



The image shows a Windows-style dialog box titled "Account Wizard" with a close button (X) in the top right corner. The main title of the dialog is "New Account Setup".

The text inside the dialog reads:

In order to receive messages, you first need to set up a Mail or Newsgroup account.

This Wizard will collect the information necessary to set up a Mail or Newsgroup account. If you do not know the information requested, please contact your System Administrator or Internet Service Provider.

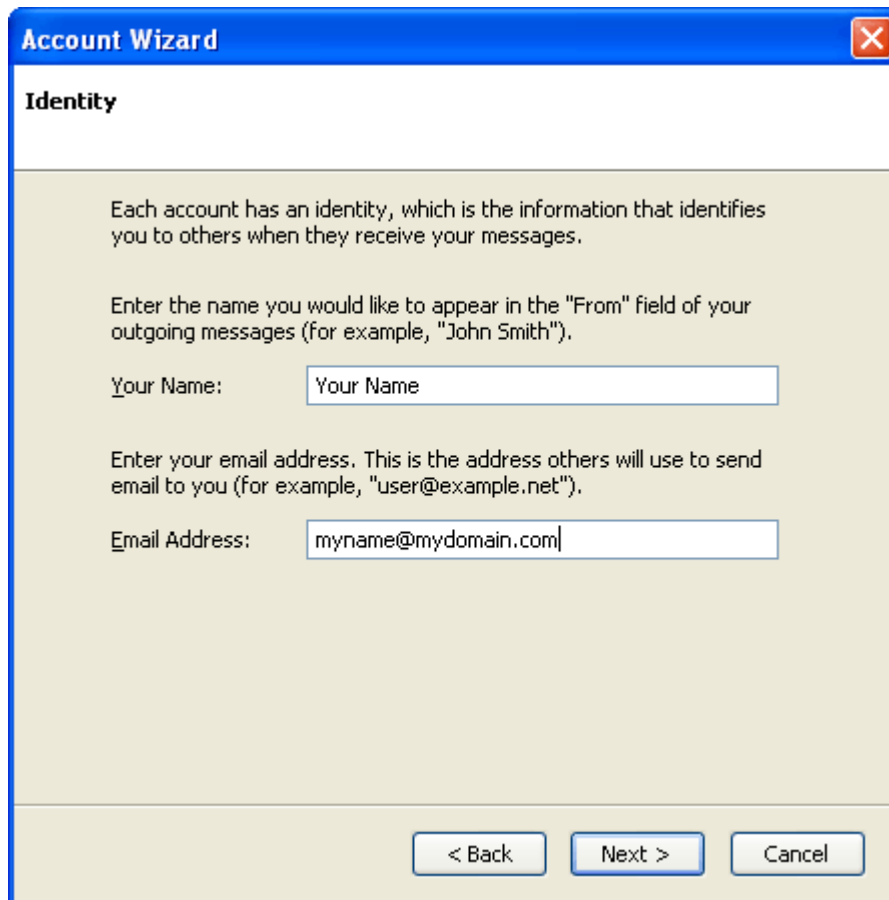
Select the type of account you would like to set up:

- Email account
- RSS News & Blogs
- Newsgroup account

At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

### Step 3

Enter your full name and email address. This is how you will appear to people you send emails to.



The image shows a screenshot of a software dialog box titled "Account Wizard". The window has a blue title bar with a close button (X) in the top right corner. Below the title bar, the word "Identity" is displayed in bold. The main area of the dialog is light beige and contains the following text: "Each account has an identity, which is the information that identifies you to others when they receive your messages." followed by "Enter the name you would like to appear in the 'From' field of your outgoing messages (for example, 'John Smith')." Below this is a label "Your Name:" followed by a text input field containing "Your Name". The next line of text says "Enter your email address. This is the address others will use to send email to you (for example, 'user@example.net')." Below this is a label "Email Address:" followed by a text input field containing "myname@mydomain.com". At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

**Account Wizard** [X]

**Identity**

Each account has an identity, which is the information that identifies you to others when they receive your messages.

Enter the name you would like to appear in the "From" field of your outgoing messages (for example, "John Smith").

Your Name:

Enter your email address. This is the address others will use to send email to you (for example, "user@example.net").

Email Address:

< Back    Next >    Cancel

#### Step 4

Enter your account username and password for the mailbox you are working with. You need to make sure that this has been first, and is your full email address (eg [joe@jobloggs.com](mailto:joe@jobloggs.com)).

#### Step 5

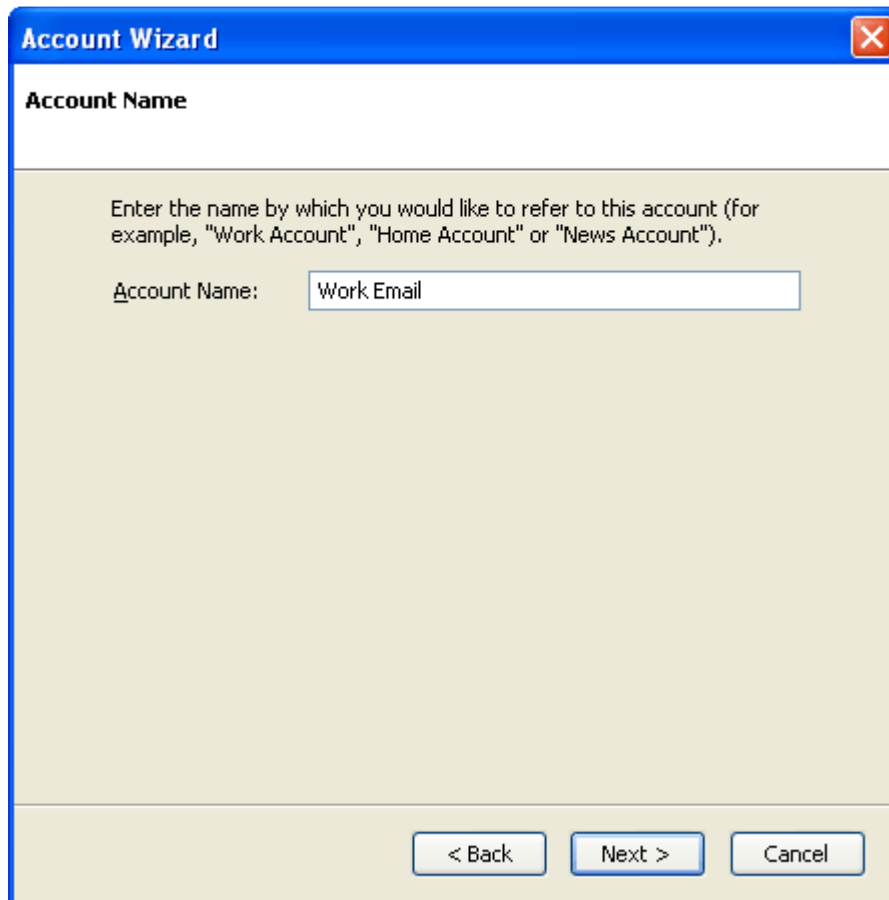
Next, ensure you have selected the incoming server type as 'POP'.

Enter the incoming server address mail.yourdomain.co.uk.

Enter the outgoing server address – smtp.yourisp.co.uk (To use the QDK SMTP service please contact us on 01756 730123.)

#### Step 6

Enter a name which will help you identify this account in Thunderbird again at a later date.



**Account Wizard**

**Account Name**

Enter the name by which you would like to refer to this account (for example, "Work Account", "Home Account" or "News Account").

Account Name:

< Back   Next >   Cancel

**Step 7**

The next step summarises what you have entered into the signup page so far. This concludes the wizard guide.

**Finish**

Your setup is now complete.