

# Microsoft Office Outlook 2007 Configure Mailbox Account



1- Click

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Account Configuration

E-mail Accounts

You can configure Outlook to connect to Internet E-mail, Microsoft Exchange, or other E-mail server. Would you like to configure an E-mail account?

Yes

No

< Back Next > Cancel

1- Tick

2- Click

# Microsoft Office Outlook 2007 Configure Mailbox Account

**Add New E-mail Account**

**Auto Account Setup**

Your Name:   
Example: Barbara Sankovic

E-mail Address:   
Example: barbara@contoso.com

Manually configure server settings or additional server types

< Back **Next >** Cancel

1- Tick

2- Click

# Microsoft Office Outlook 2007 Configure Mailbox Account

**Add New E-mail Account**

**Choose E-mail Service**

**Internet E-mail**  
Connect to your POP, IMAP, or HTTP server to send and receive e-mail messages.

**Microsoft Exchange**  
Connect to Microsoft Exchange for access to your e-mail, calendar, contacts, faxes and voice mail.

**Other**  
Connect to a server type shown below.

Outlook Mobile Service (Text Messaging)

< Back   **Next >**   Cancel

1- Tick

2- Click

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**Add New E-mail Account**

**Microsoft Exchange Settings**  
You can enter the required information to connect to Microsoft Exchange.

Type the name of your Microsoft Exchange server. For information, see your system administrator.

Microsoft Exchange server:

Use Cached Exchange Mode

Type the name of the mailbox set up for you by your administrator. The mailbox name is usually your user name.

User Name:

2- Untick

1- Fill In  
PSPSVRMAIL

3- Click

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**Add New E-mail Account**

**Microsoft Exchange Settings**  
You can enter the required information to connect to Microsoft Exchange.

Type the name of your Microsoft Exchange server. For information, see your system administrator.

Microsoft Exchange server:

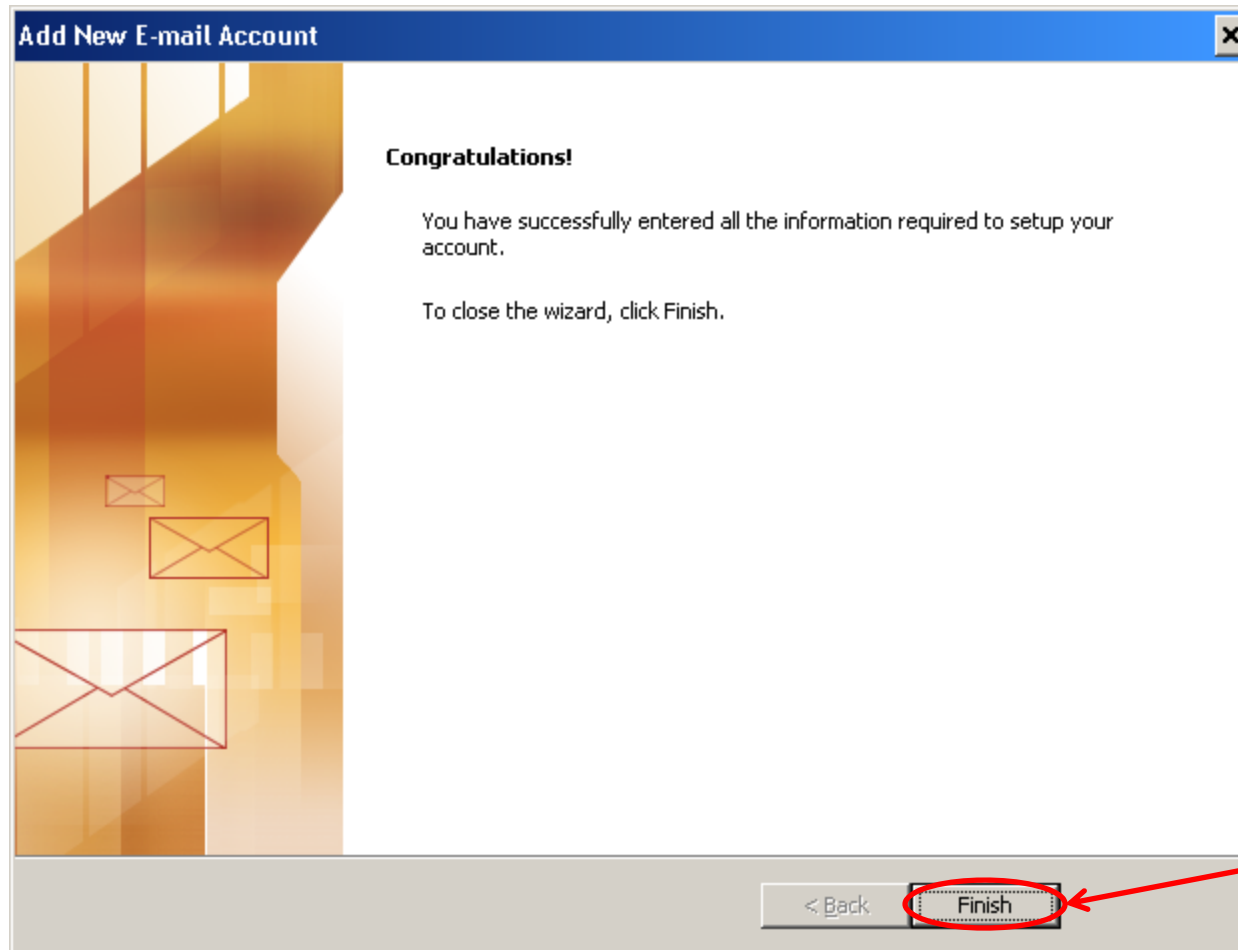
Use Cached Exchange Mode

Type the name of the mailbox set up for you by your administrator. The mailbox name is usually your user name.

User Name:

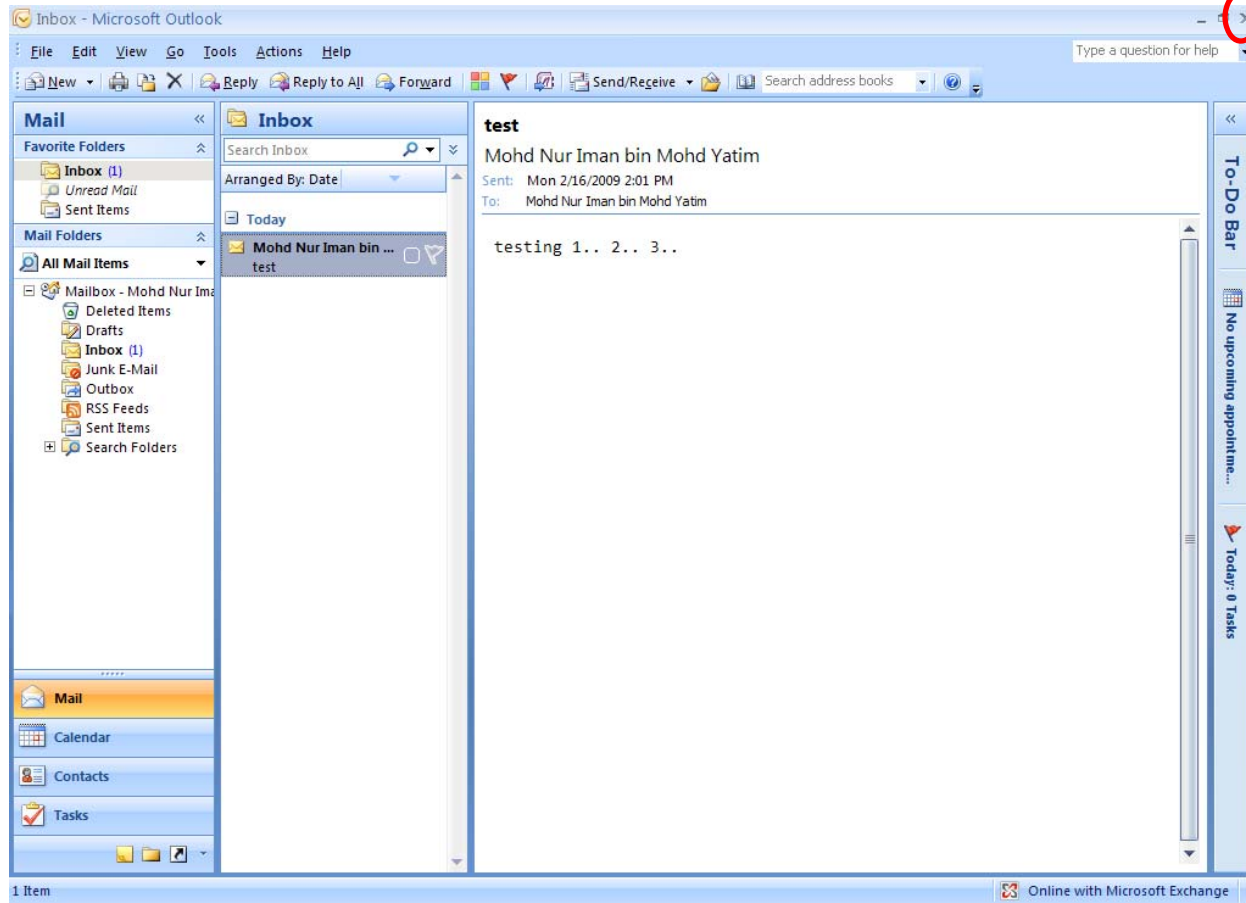
1- Click

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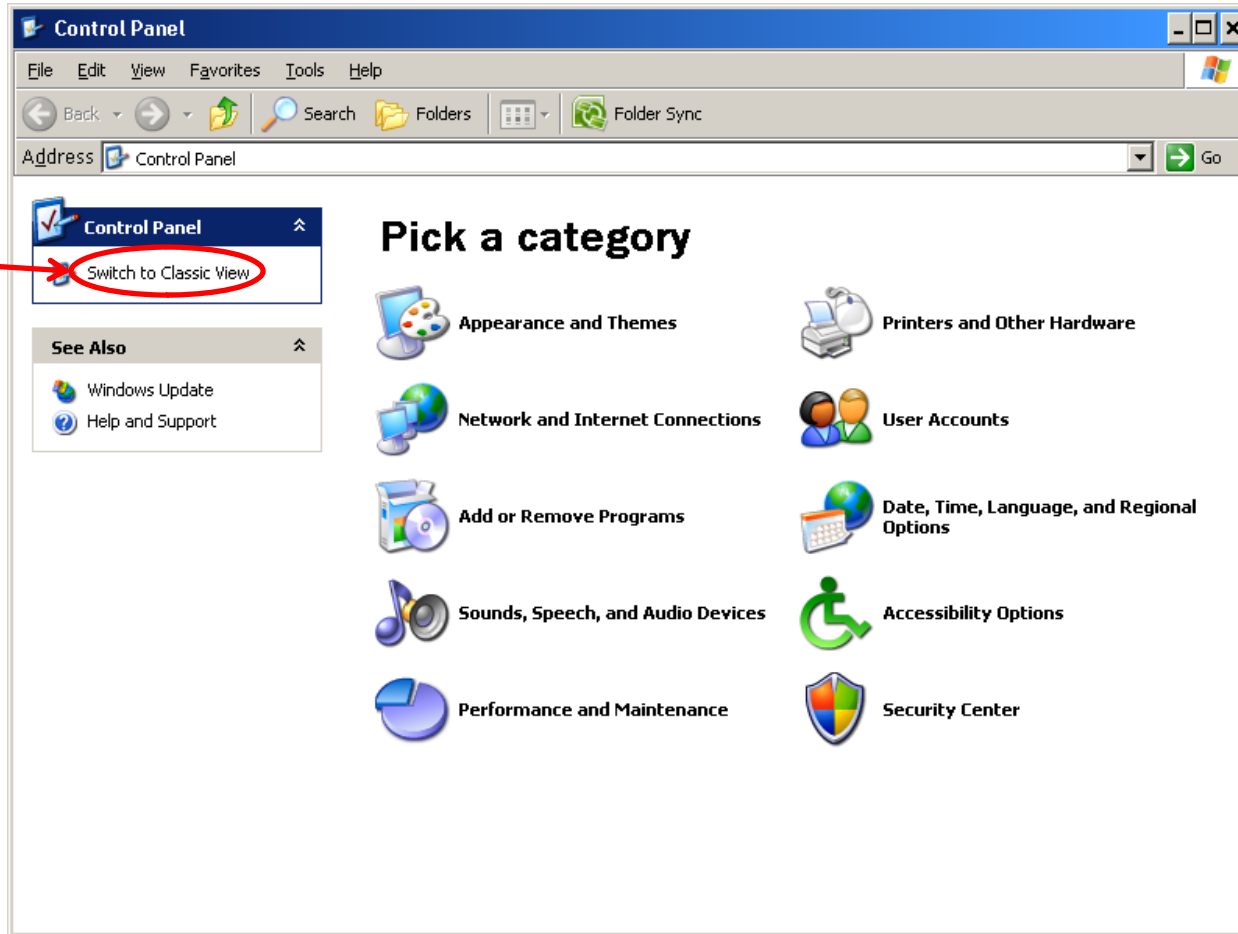
1- Click



# Microsoft Office Outlook 2007

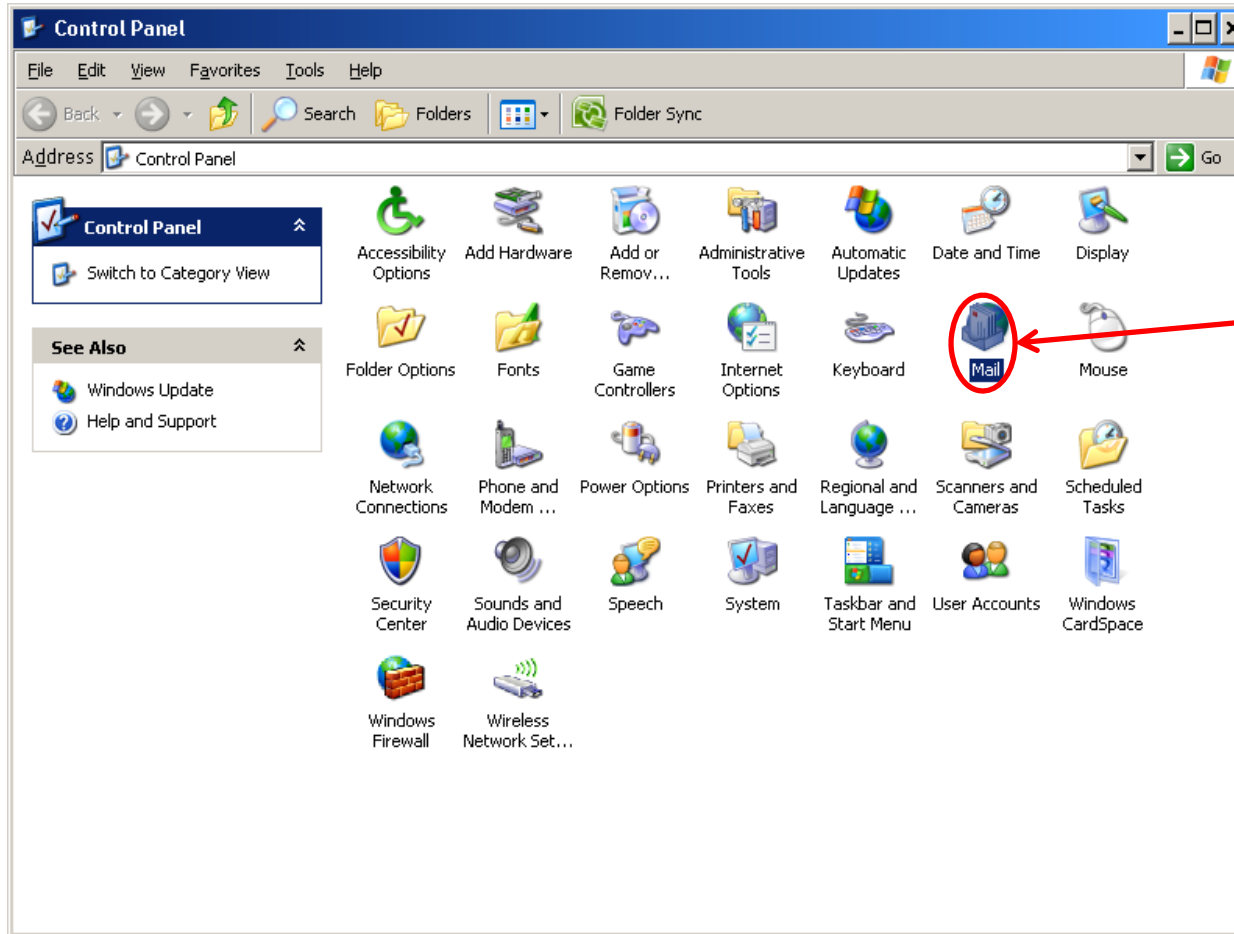
## Configure Personal Folder

1- Click

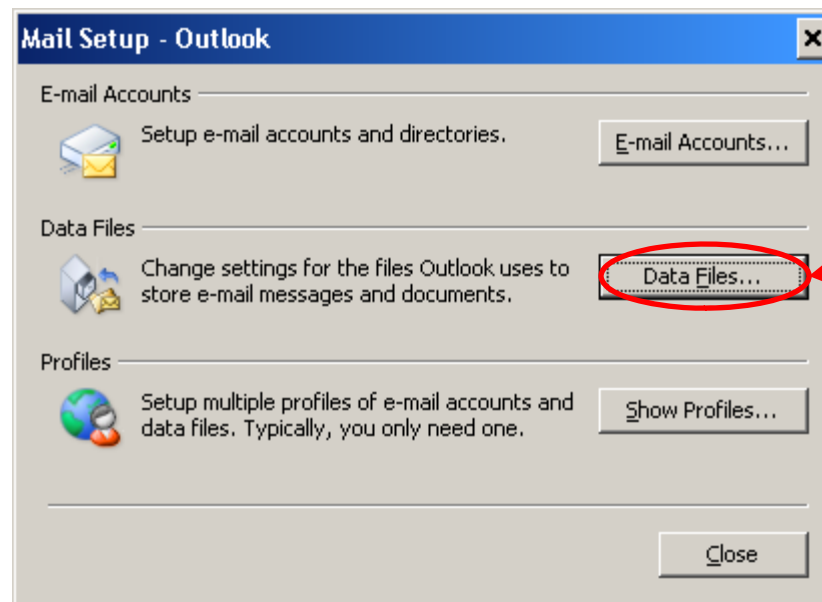


# Microsoft Office Outlook 2007

## Configure Personal Folder

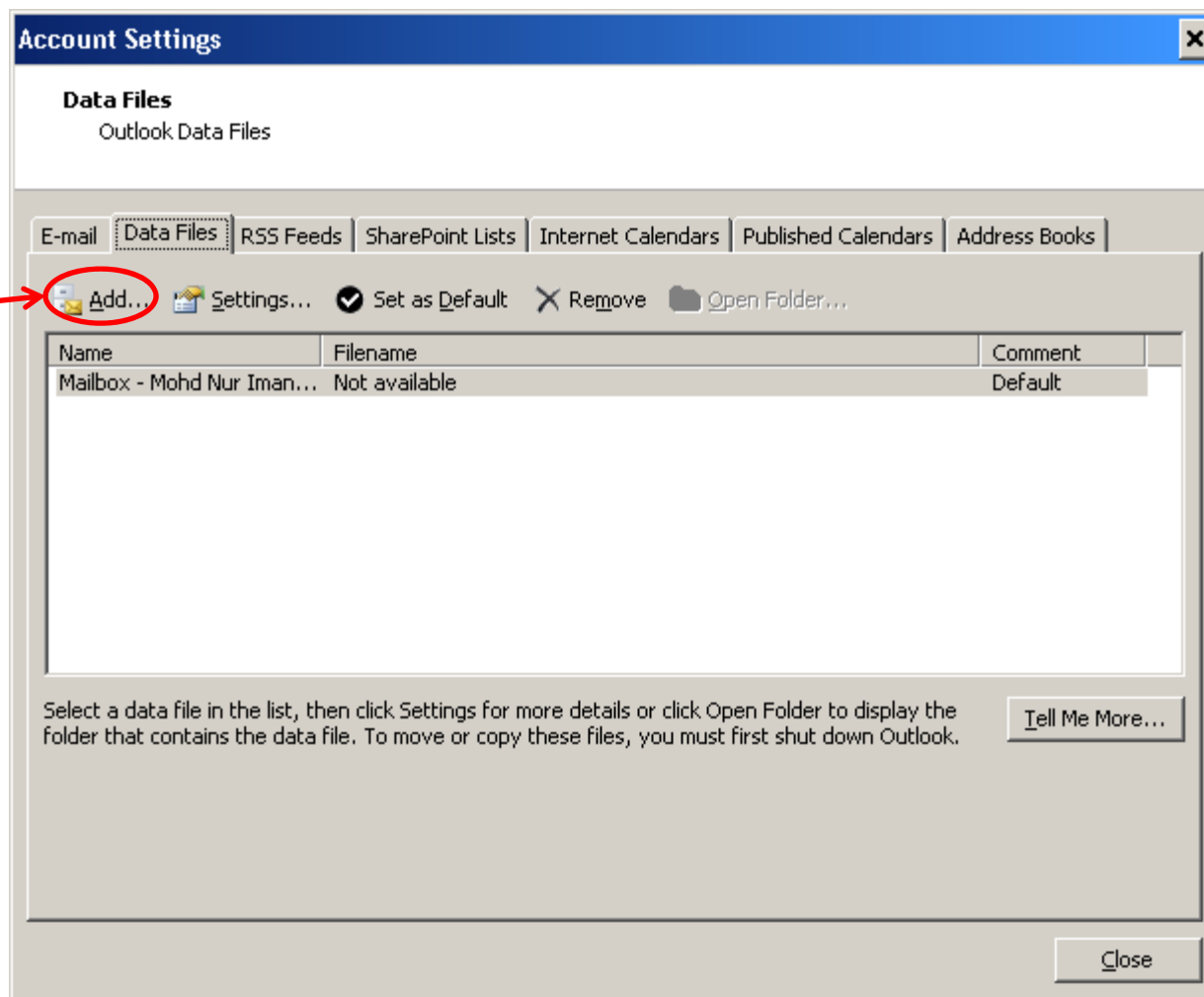


# Microsoft Office Outlook 2007 Configure Personal Folder

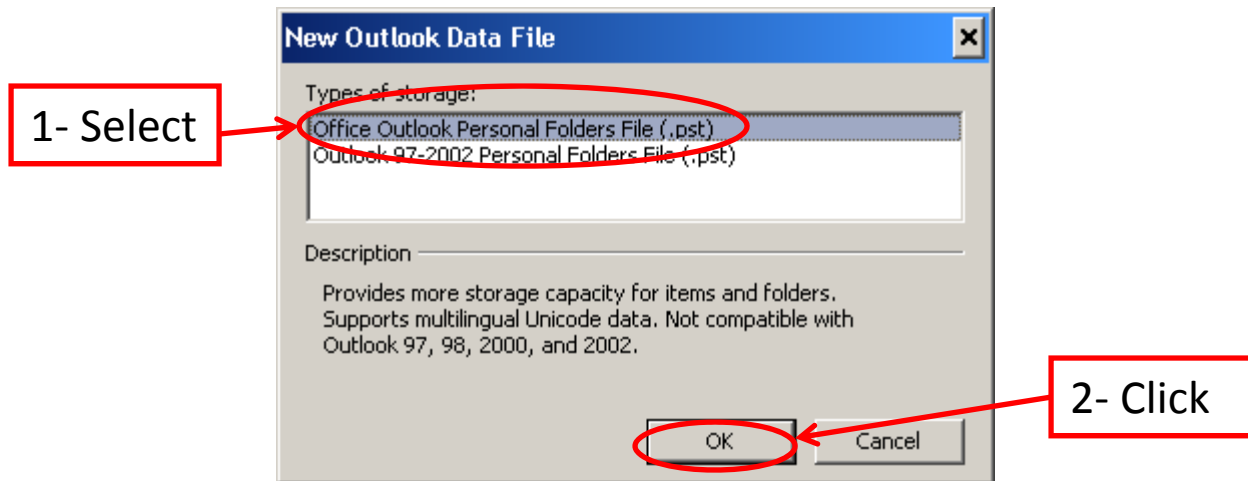


1- Click

# Microsoft Office Outlook 2007 Configure Personal Folder

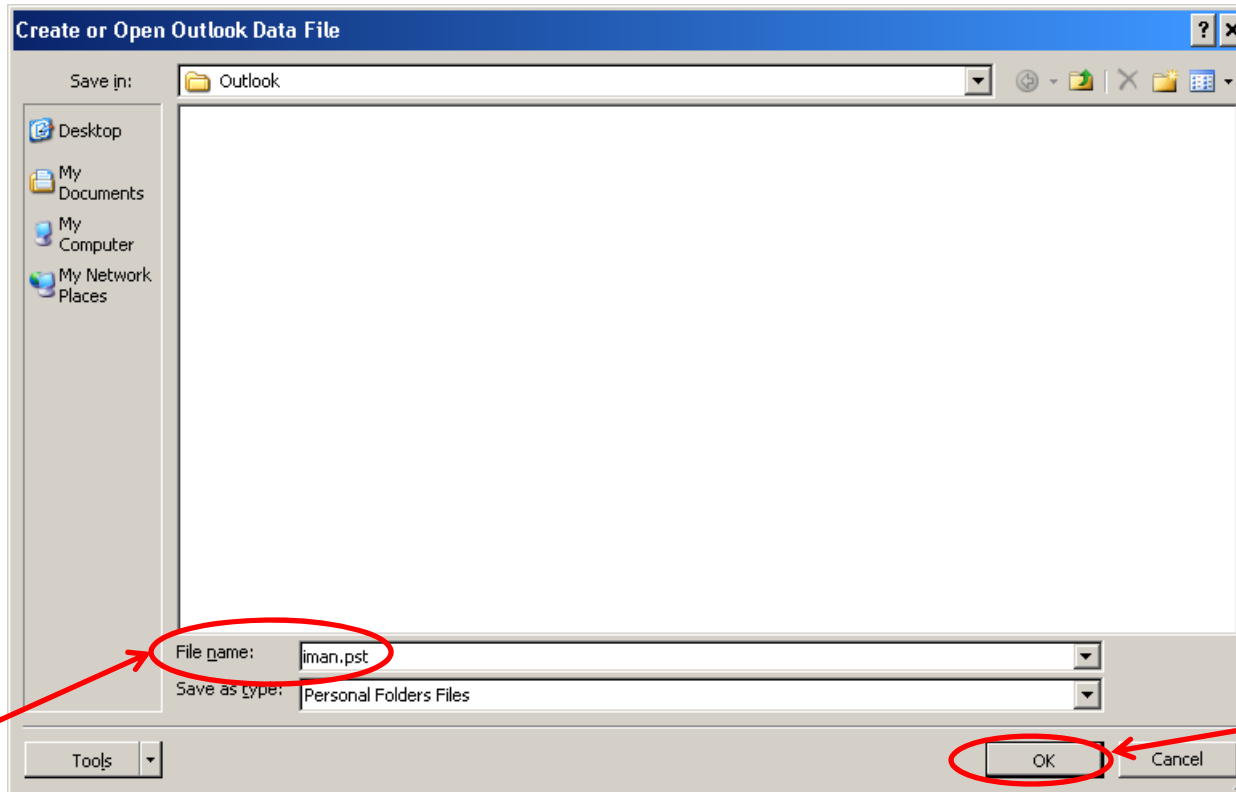


# Microsoft Office Outlook 2007 Configure Personal Folder



# Microsoft Office Outlook 2007

## Configure Personal Folder

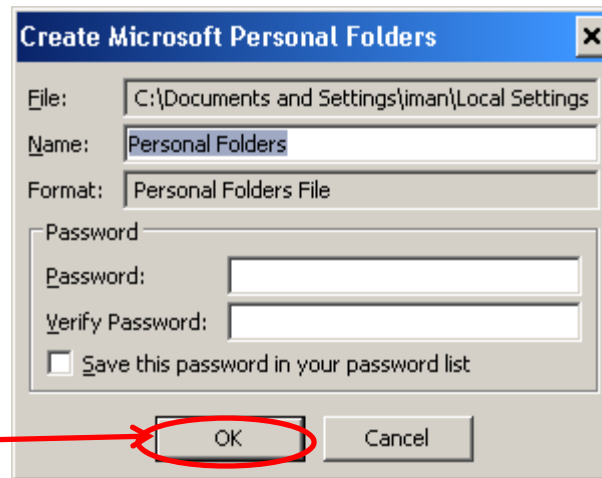


1- Fill In  
(Your ID).pst

2- Click

# Microsoft Office Outlook 2007

## Configure Personal Folder

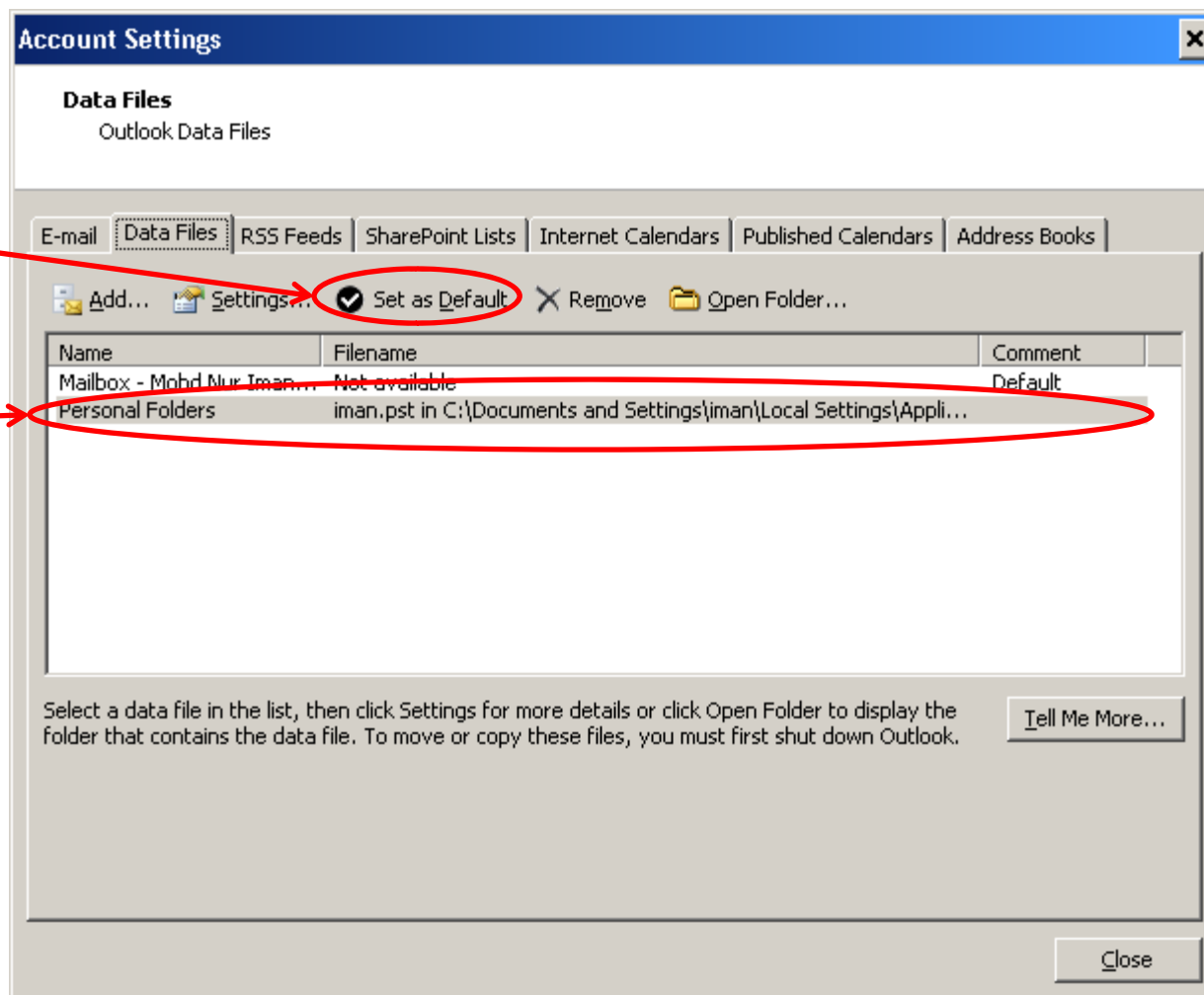


1- Click

# Microsoft Office Outlook 2007 Configure Personal Folder

2- Click

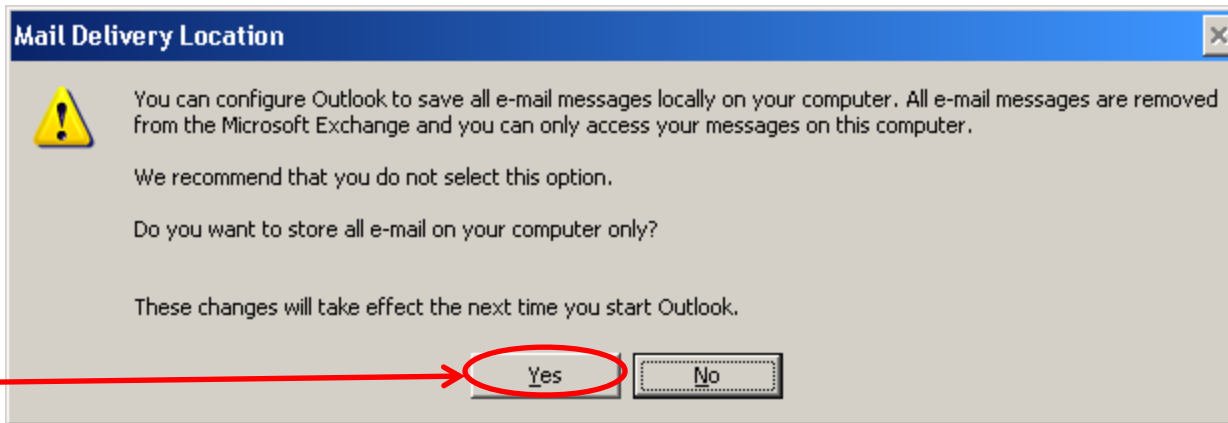
1- Select





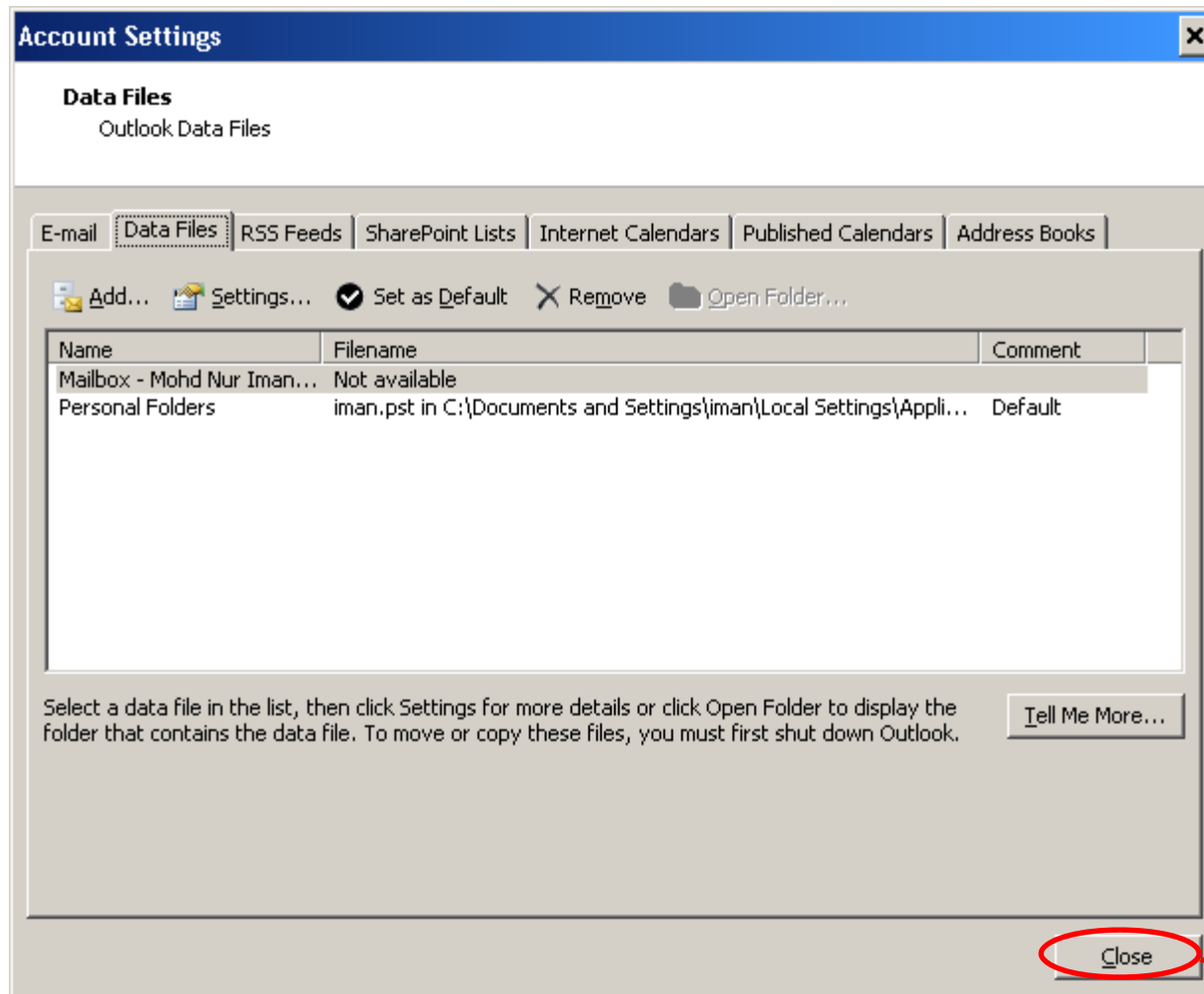
# Microsoft Office Outlook 2007

## Configure Personal Folder

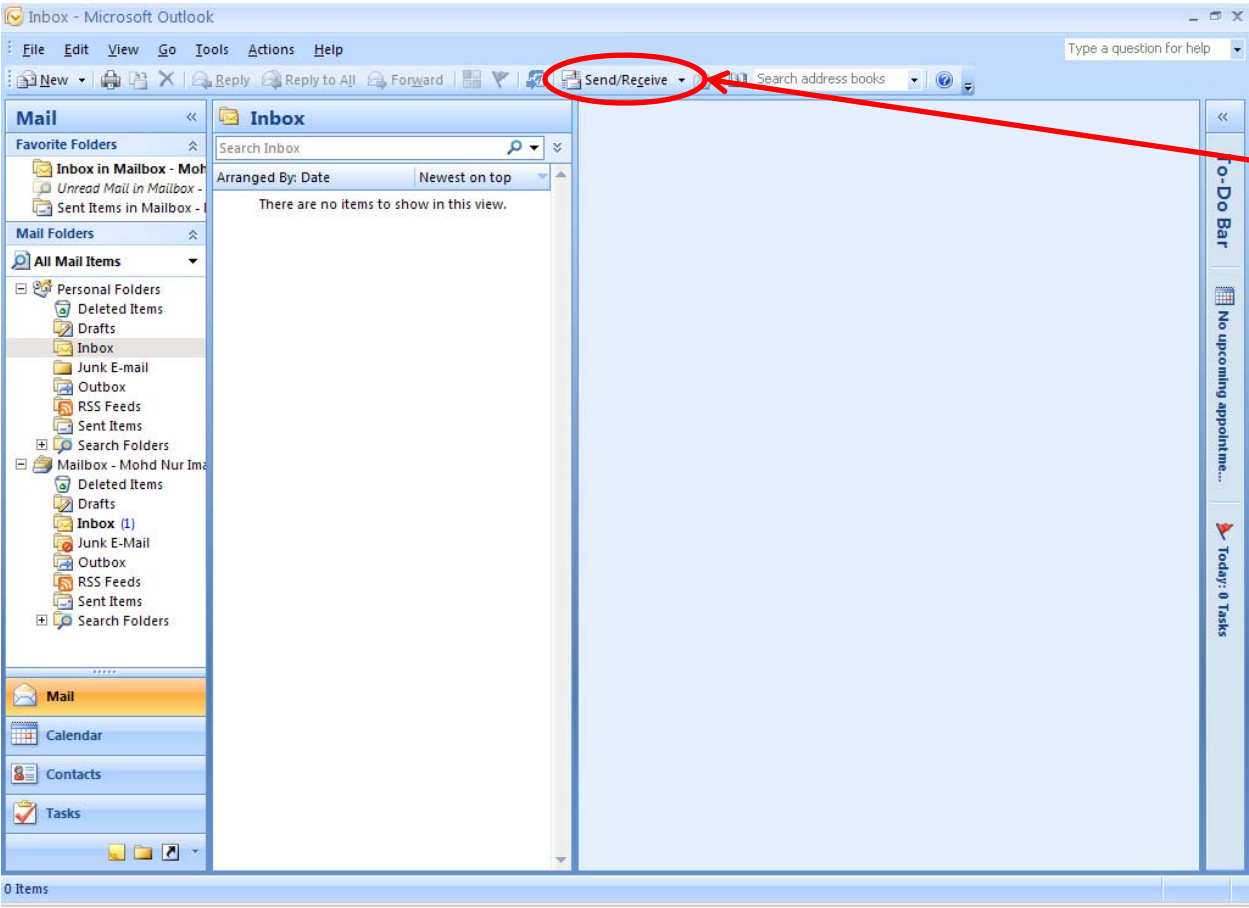


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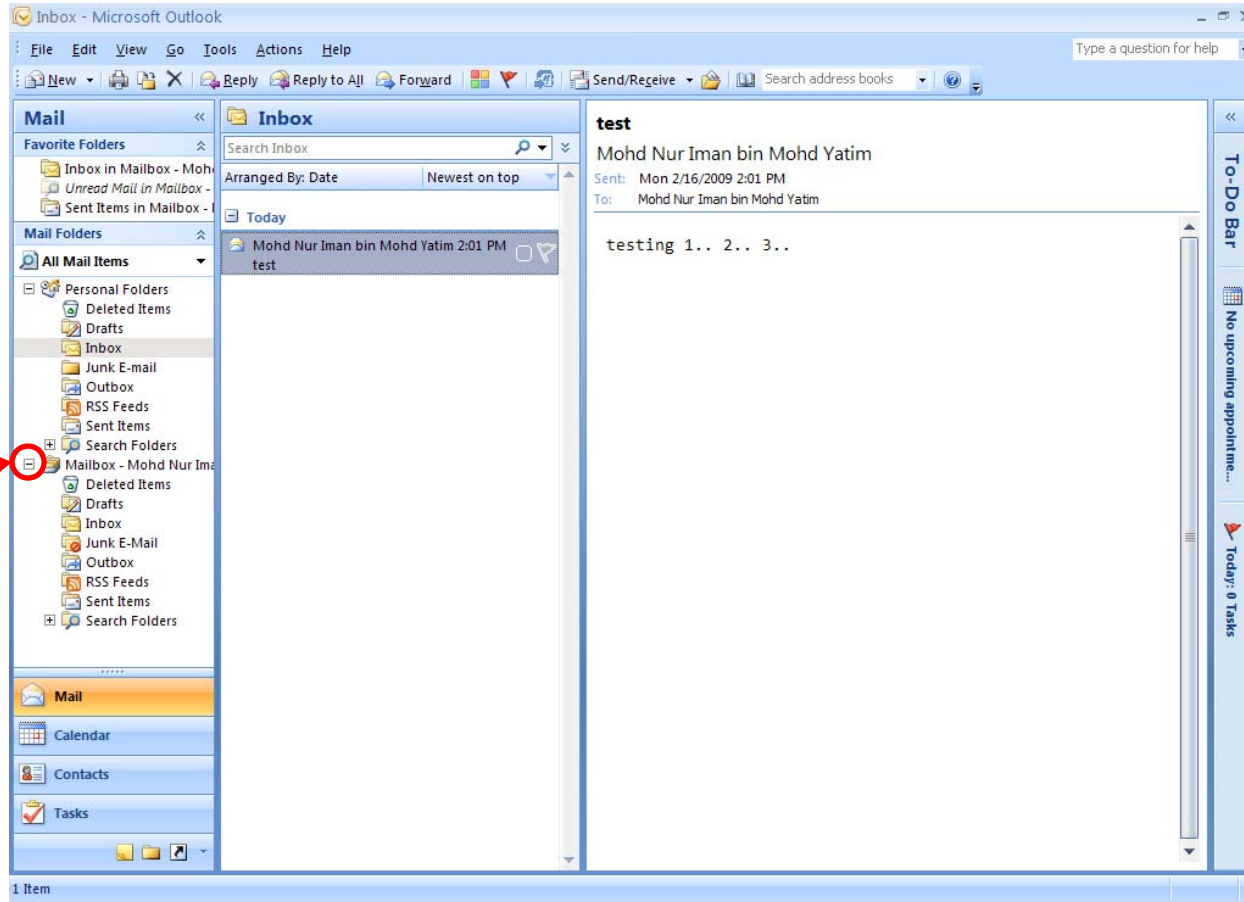
# Microsoft Office Outlook 2007 Testing Configuration



1- Click

# Microsoft Office Outlook 2007

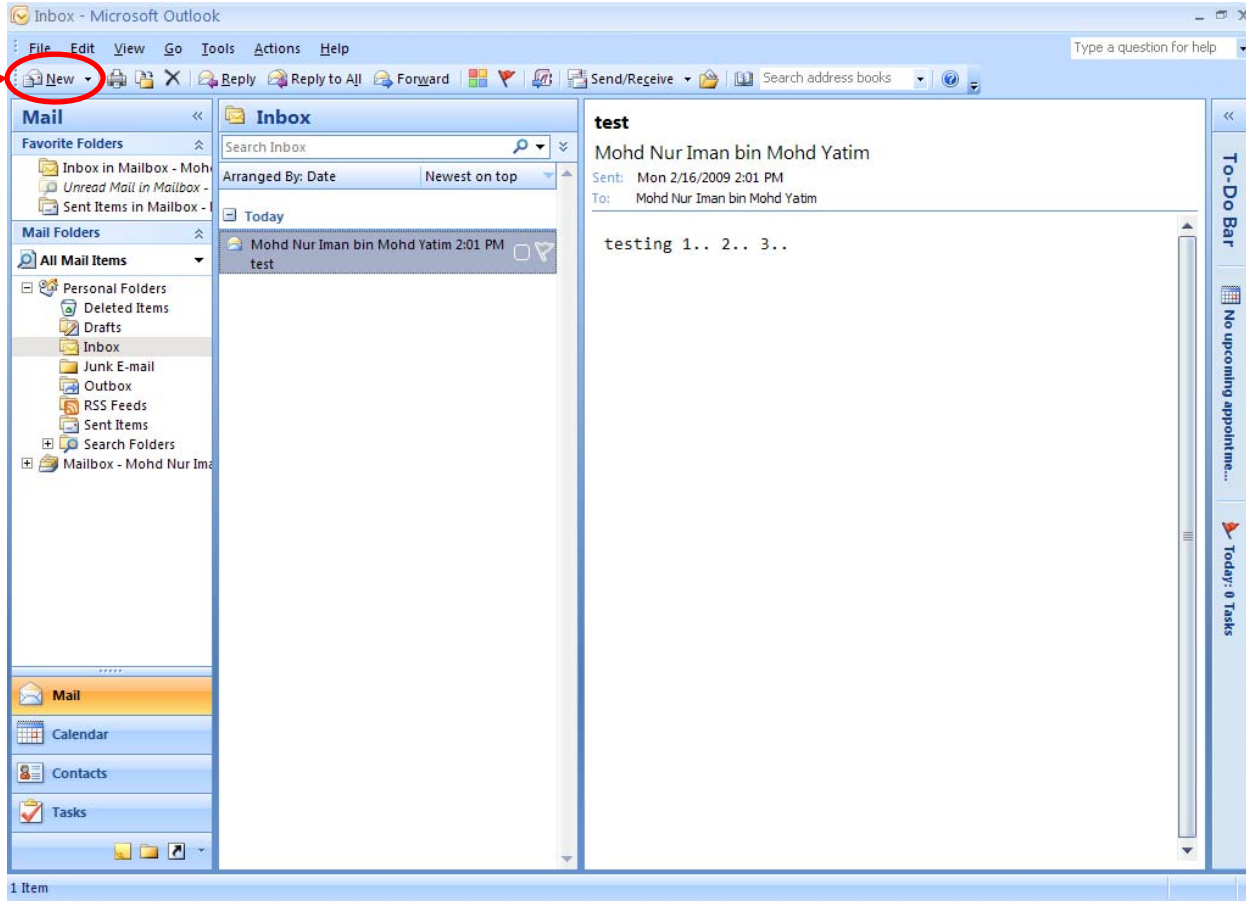
## Testing Configuration



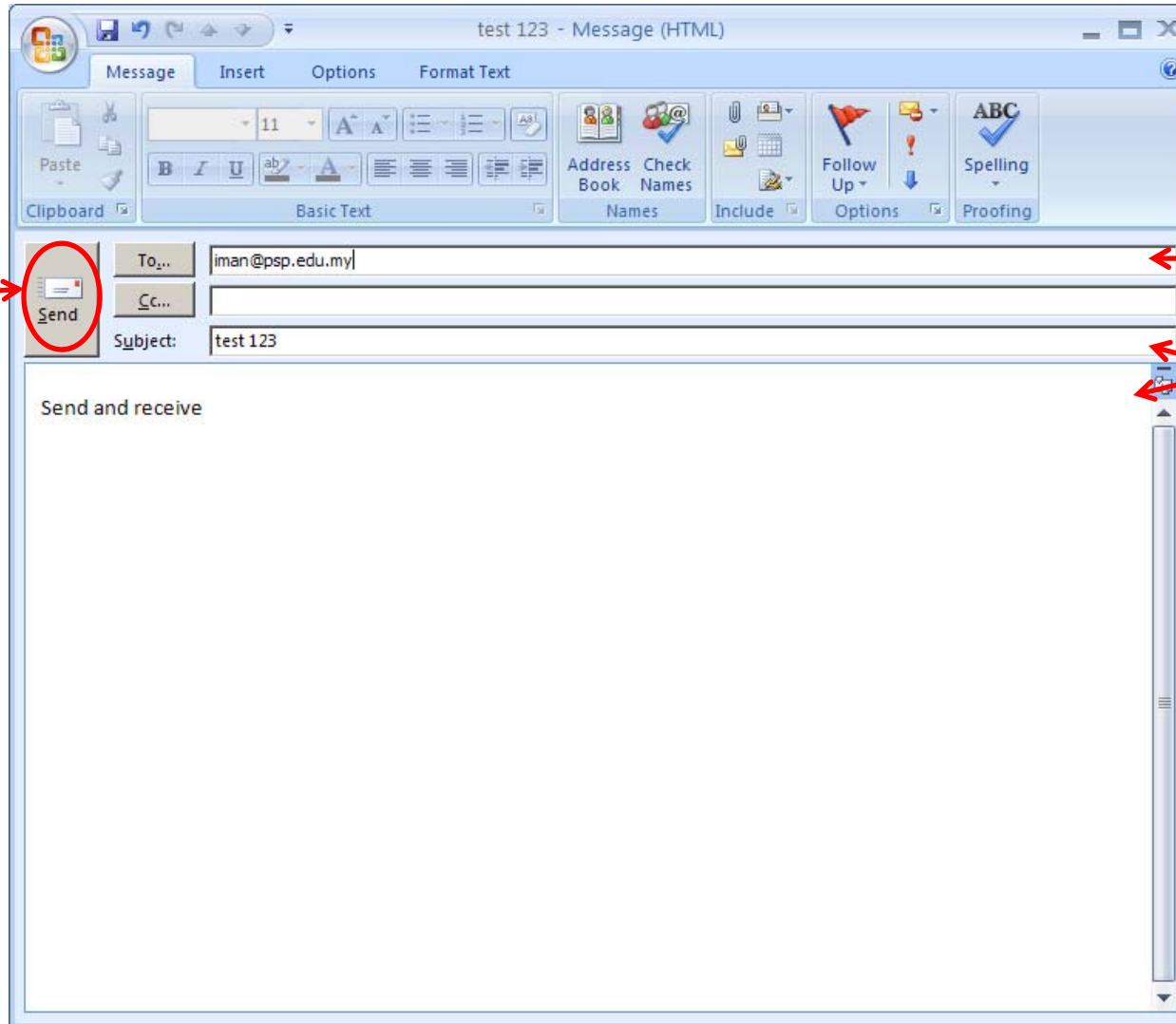
# Microsoft Office Outlook 2007

## Testing Configuration

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# Microsoft Office Outlook 2007 Testing Configuration

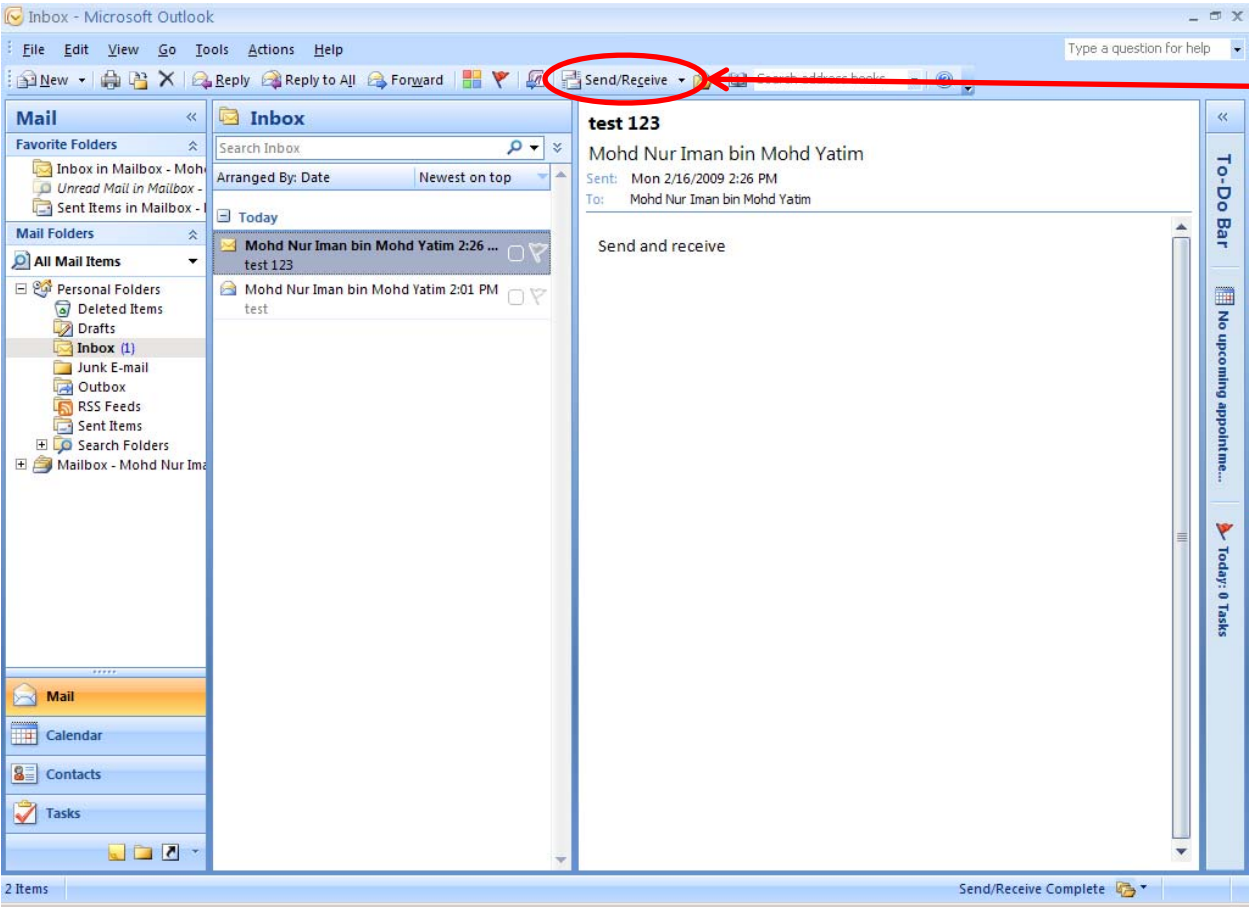


3- Click

1- Fill In  
Your E-mail

2- Fill In

# Microsoft Office Outlook 2007 Testing Configuration



1- Click