



## Mac Netscape 6 or 7 Mail Settings

1. Open Netscape 6 or 7
2. Open Netscape mail by clicking the mail icon on the bottom left hand corner, or click on **Tasks** and select **Mail**.
3. If you have never run Netscape Mail before, the New Account Setup Wizard window will appear and you should skip to step 4. If you have run Netscape mail before, but need to change the settings, go to the Edit menu, and click on "Mail/News Account Settings". When this window opens, click "New Account."



4. When the New Account Setup Wizard window appears, verify that **ISP or email provider** is selected as the type of account you would like to setup.


5. Click **Next**.



6. Enter your full name.

7. Enter your full email address.

8. Click **Next**.



The screenshot shows the 'Account Wizard' window with the 'Identity' tab selected. The window title is 'Account Wizard'. The 'Identity' section contains the following text: 'Each account can have its own identity, which is the information that identifies you to others when they receive your messages.' Below this, it says: 'Enter the name you would like to appear in the "From" field of your outgoing messages. (For example, "John Smith")'. There is a text input field labeled 'Your Name:' with the placeholder text 'Your Name'. Below that, it says: 'Enter your email address. This is the address others will use to send email to you. (For example, "example@netscape.net")'. There is a text input field labeled 'Email Address:' with the placeholder text 'username@bvillemn.net'. At the bottom of the window, there are four buttons: 'Cancel', '< Back', '> Next', and 'Finish'. A mouse cursor is pointing at the '> Next' button.

9. Select **POP Mail Server** for Server Type

10. For the Server Name, enter: **pop.bvillemn.net**.

11. Click Next.



The screenshot shows the 'Account Wizard' window with the 'Server Information' tab selected. The window title is 'Account Wizard'. The 'Server Information' section contains the following text: 'Incoming Server: Select the type of incoming server you are using.' Below this, there is a 'Server Type:' label and a dropdown menu showing 'POP Mail Server'. Below that, it says: 'Enter the name of your incoming server. (For example, "pop.netscape.net")'. There is a text input field labeled 'Server Name:' with the placeholder text 'pop.bvillemn.net'. At the bottom of the window, there are four buttons: 'Cancel', '< Back', '> Next', and 'Finish'. A mouse cursor is pointing at the '> Next' button.

12. Enter your username.

13. Click Next.



The screenshot shows a window titled "Account Wizard" with a dark blue header. Below the header, the text "User Name" is displayed. The main area contains the instruction: "Enter the user name given to you by your email provider. (For example, 'jsmith')". Below this, the label "User Name:" is followed by a text input field containing the text "username". At the bottom of the window, there are four buttons: "Cancel", "Back", "Next", and "Finish". A mouse cursor is positioned over the "Next" button.

14. Enter **bvillemn.net** for the Account Name.

15. Click **Next**



The screenshot shows a window titled "Account Wizard" with a dark blue header. Below the header, the text "Account Name" is displayed. The main area contains the instruction: "Enter the name by which you would like to refer to this account. (For example, 'Work Account', 'Home Account' or 'News Account')". Below this, the label "Account Name:" is followed by a text input field containing the text "bvillemn.net". At the bottom of the window, there are four buttons: "Cancel", "Back", "Next", and "Finish". A mouse cursor is positioned over the "Next" button.

16. Click **Finish**.



17. Click on Outgoing (SMTP) Server in the left column.

18. Enter **smtp.bvillemn.net** in the Server Name field.

19. Click **OK**.

