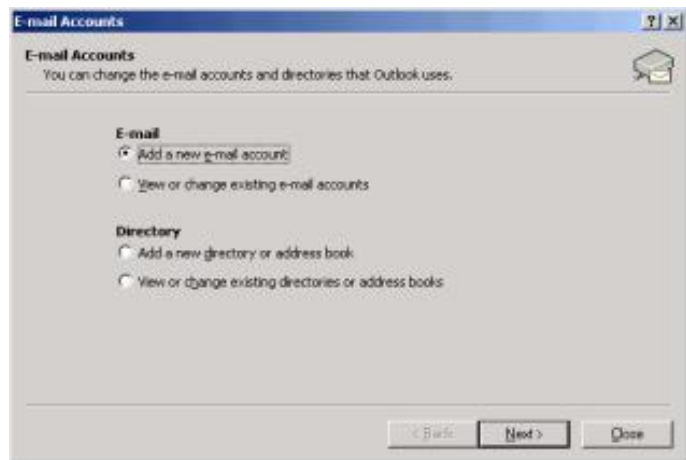


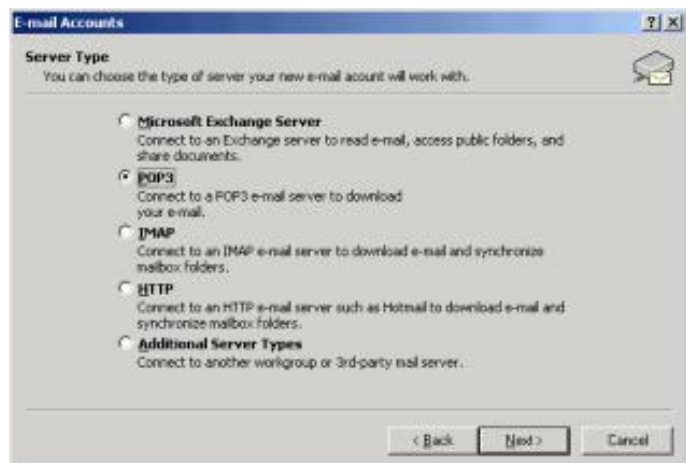


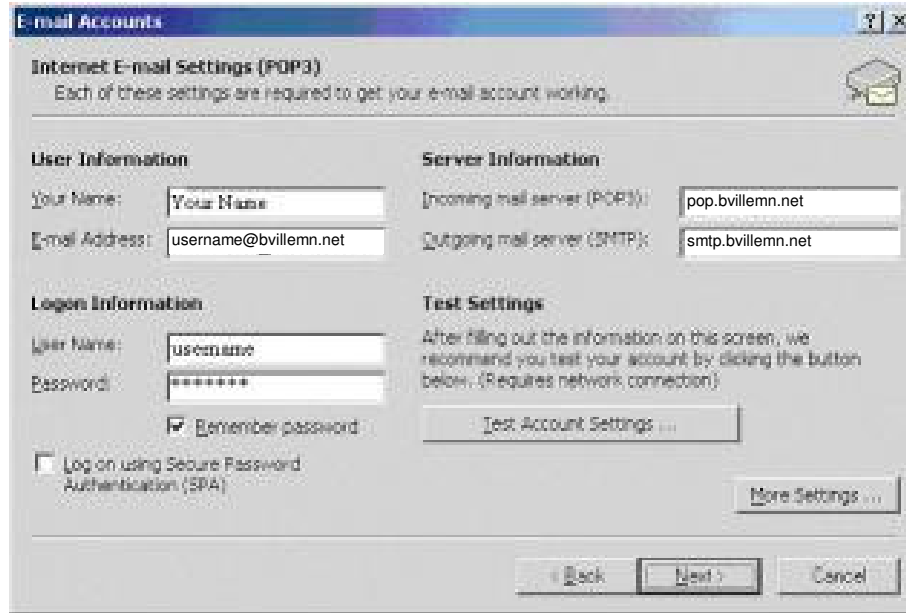
Outlook 2002 Settings

1. Open **Microsoft Outlook**
2. Select **Tools** then **E-mail Accounts**.
3. Select **Add a new email account**.
4. Click the **Next** button



5. For the **Server Type**, select **POP3**.
6. Click the **Next** button





7. Enter **your name** in the **Your Name** field.

8. Enter your **e-mail address** in the **E-mail Address** field.

9. Under Server Information, enter **pop.bvillemn.net** in the *Incoming Mail Server* field and enter **smtp.bvillemn.net** in the *Outgoing Mail Server* field..

10. Under Login Information type in your **username** and **password**, and check the box to **remember password**.

11. Click the **Next** button.

12. Click the **Finish** button

