

Info

Open & Export

Save As

Save Attachments

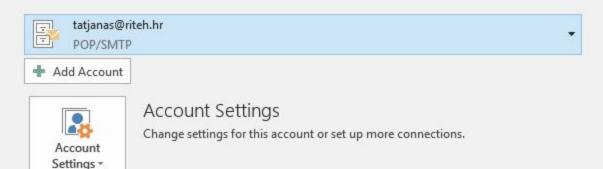
**Print** 

Office Account

Options

Exit

## Account Information





## Mailbox Cleanup

Manage the size of your mailbox by emptying Deleted Items and archiving.

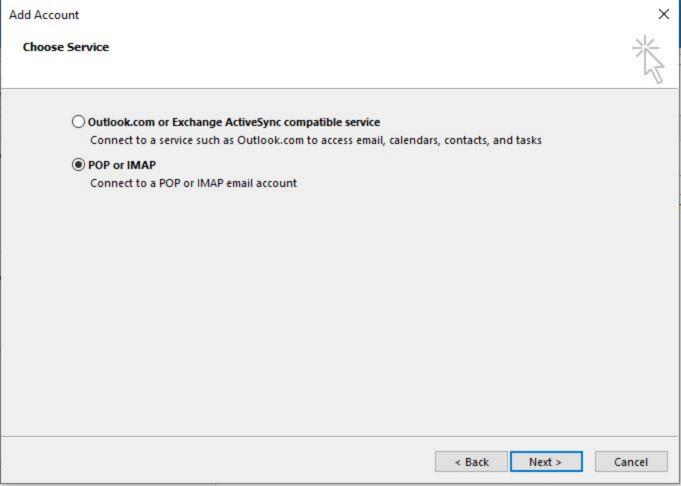


## Rules and Alerts

Use Rules and Alerts to help organize your incoming e-mail messages, and receive updates when items are added, changed, or removed.

Auto Account Setup Outlook can automatically configure many email accounts.
● E-mail Account
Your Name: Zvonko Zvonkić
Example: Ellen Adams
E-mail Address: zzvonkic@riteh.hr  Example: ellen@contoso.com
Password:  Retype Password:
Type the password your Internet service provider has given you.
O Manual setup or additional server types
Search Folders  Cancel

Add Account			×	
Auto Account Setup  Manual setup of an account or connect to other server types.				
O E-mail Account				
Your Name:	Zvonko Zvonkić Example: Ellen Adams			
E-mail Address;	zzvonkic@riteh.hr Example: ellen@contoso.com			
Password: Retype Password:				
	Type the password your Internet service	e provider has given you.		
Manual setup or a	dditional server types			
		< Back Next >	Cancel	



Jser Information		Test Account Settings		
our Name:	Zvonko Zvonkić	We recommend that you test your account to ensure that the entries are correct.		
Email Address:	zzvonkic@riteh.hr	the entries are correct.		
Server Information		T. 4 A 4 C.445		
Account Type:	POP3	Test Account Settings		
ncoming mail server:	rijeka.riteh.hr	<ul> <li>Automatically test account settings when Next is clicked</li> </ul>		
Outgoing mail server (SMTP):	rijeka.riteh.hr	Deliver new messages to:		
Logon Information		New Outlook Data File		
ser Name: zzvonkic		Existing Outlook Data File		
assword:	*	Browse		
⊠R	emember password			
	re Password Authentication			

ser	r Information	Test Account Set	tings	
ou	Internet E-mail Settings		× mend that you test your account to ensure th	
ma	General Outgoing Server Advanced	are co	orrect.	
en	Mail Account	unt Sa	ettings	
cc Type the name by which you want to refer to this account. For example: "Work" or "Microsoft Mail Server"		count. For		
zzvonkic@riteh.hr		icked	omatically test account settings when Next icked	
u	Other User Information —	w mes	sages to:	
20	Organization:		ook Data File	
se	Reply E-mail:	ting O	utlook Data File  Browse	
s			Diowse	
			100 2000	
			More Settings	
			< Back Next > Cancel	

ser Information	Test Account Settings
Internet E-mail Settings  Mail General Outgoing Server Advanced	mend that you test your account to ensure that are correct.
Incoming server (POP3): 995 Use Default  This server requires an encrypted connection Outgoing server (SMTP): 465  Use the following type of encrypted connection Server Timeouts Short Long 1 minute Delivery  Leave a copy of messages on the server Remove from server after 14 4 day Remove from server when deleted from 'D	omatically test account settings when Next icked w messages to: v Outlook Data File ting Outlook Data File Browse