



How do I setup my mailbox in Outlook?

Set up your mailbox in Outlook

Fab Spider make use of the 'autodiscover' technology, so that Microsoft Outlook can set up your account for you only using an email address and password.

AUTOMATIC SET UP

1. In Outlook, choose the File tab
2. Under 'Account Information', choose Add Account
3. On the Auto Account Setup page, enter your name, email address, and password, and then choose Next
4. Choose Finish

MANUAL SET UP

If automatic setup failed, you can choose Manual setup or additional server types to enter your settings manually. Use these settings:

Account type:	IMAP
Incoming mail server:	imap.stackmail.com
Outgoing mail server:	smtp.stackmail.com
Incoming server port (IMAP):	993
Use the following type of encrypted connection:	SSL
Outgoing server port (SMTP):	587 (or 465)
Use the following type of encrypted connection:	TLS

NOTE

When setting up your account, please choose More Settings > Outgoing Server and check the box for 'My outgoing server (SMTP) requires authentication'.

If you experience any problems with the connection or receive a certificate warning, please disable SSL/TLS encryption and change the incoming server port to 143.

SET UP USING POP3

NOTE

This is not recommended in general as emails will be downloaded to the mail client you connect to the mail server.

Account type:	POP3
Incoming mail server:	pop3.stackmail.com
Outgoing mail server:	smtp.stackmail.com
Incoming server port (POP3):	995
Use the following type of encrypted connection:	SSL
Outgoing server port (SMTP):	587 (or 465)
Use the following type of encrypted connection:	TLS turned off.