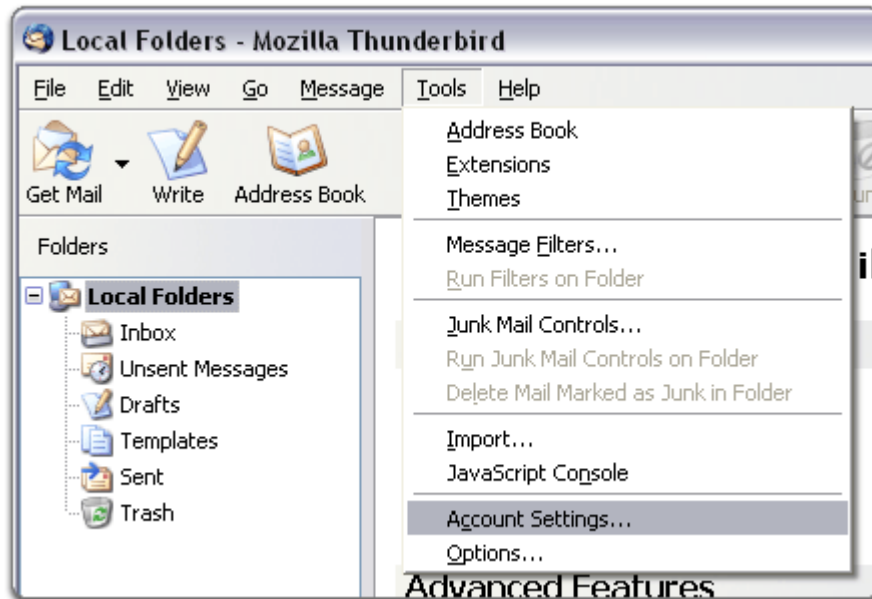
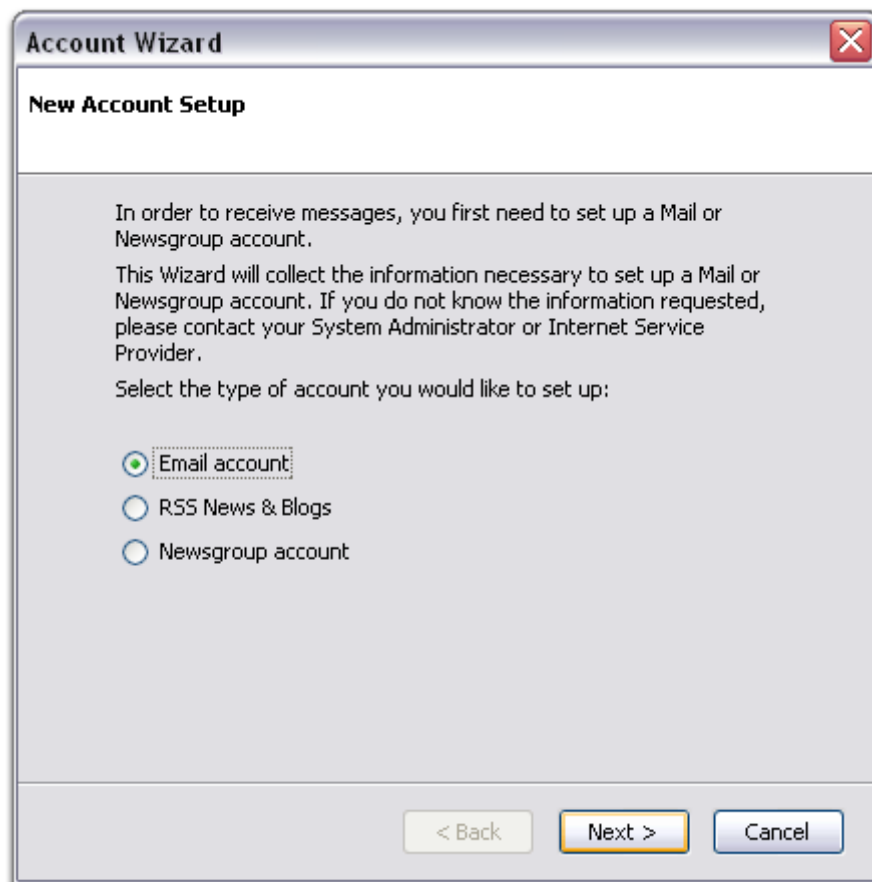


1. Open Thunderbird, and select 'Account Settings...' from the 'Tools' menu.



2. Select 'Email account,' and click 'Next.'



3. Enter your full name in the 'Your Name:' field. Enter your full email address (username@b2xonline.com) in the 'Email Address:' field, and click 'Next.'

## Account Wizard



### Identity

Each account has an identity, which is the information that identifies you to others when they receive your messages.

Enter the name you would like to appear in the "From" field of your outgoing messages (for example, "John Smith").

Your Name:

Enter your email address. This is the address others will use to send email to you (for example, "user@example.net").

Email Address:

< Back

Next >

Cancel

4. Select 'POP' as the type of incoming server you are using. Enter 'mail.b2xonline.com' in the 'Incoming Server:' field, and click 'Next.'

**Account Wizard** [Close]

**Server Information**

Select the type of incoming server you are using.

POP    IMAP

Enter the name of your incoming server (for example, "mail.example.net").

Incoming Server:

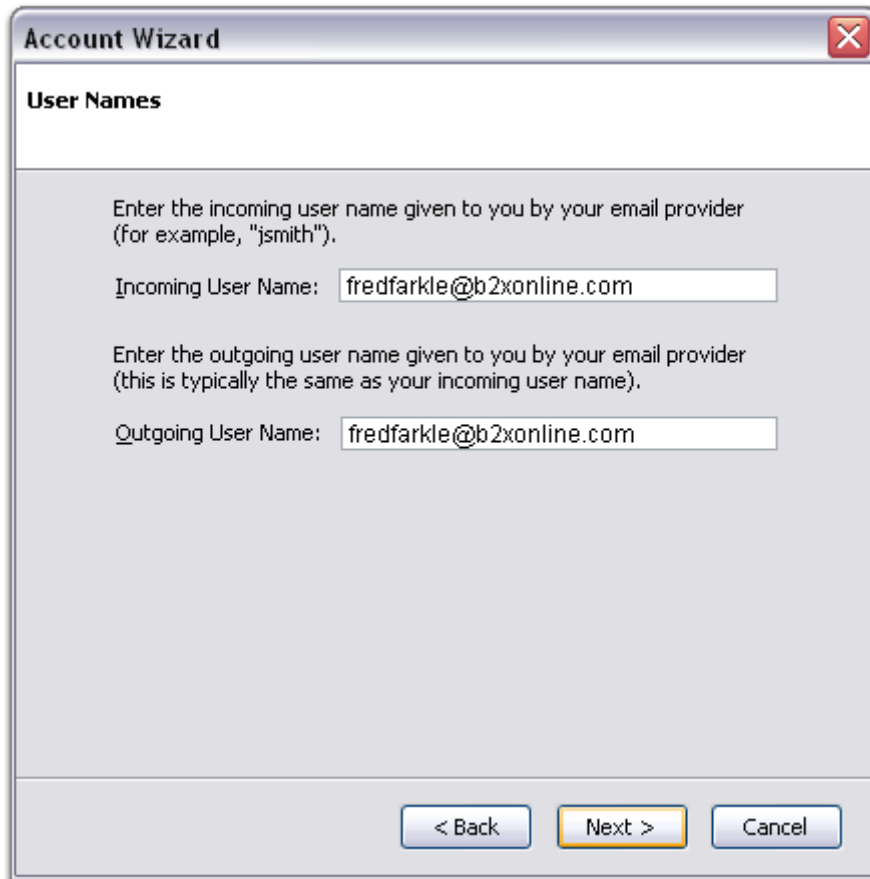
Uncheck this checkbox to store mail for this account in its own directory. That will make this account appear as a top-level account. Otherwise, it will be part of the Local Folders Global Inbox account.

Use Global Inbox (store mail in Local Folders)

Your existing outgoing server (SMTP), "smtp", will be used. You can modify outgoing server settings by choosing Mail & Newsgroups Account Settings from the Edit menu.

< Back   **Next >**   Cancel

5. Enter your username (including '@b2xonline.com') in the 'User Name:' field, and click 'Next.'



The image shows a dialog box titled "Account Wizard" with a close button in the top right corner. The main heading is "User Names". Below this, there are two sections of instructions and input fields. The first section says "Enter the incoming user name given to you by your email provider (for example, 'jsmith')." followed by an input field labeled "Incoming User Name:" containing the text "fredfarkle@b2xonline.com". The second section says "Enter the outgoing user name given to you by your email provider (this is typically the same as your incoming user name)." followed by an input field labeled "Outgoing User Name:" also containing "fredfarkle@b2xonline.com". At the bottom of the dialog, there are three buttons: "< Back", "Next >" (which is highlighted with a yellow border), and "Cancel".

6. Enter a name for your email account in the 'Account Name:' field, and click 'Next.'

**Account Wizard**

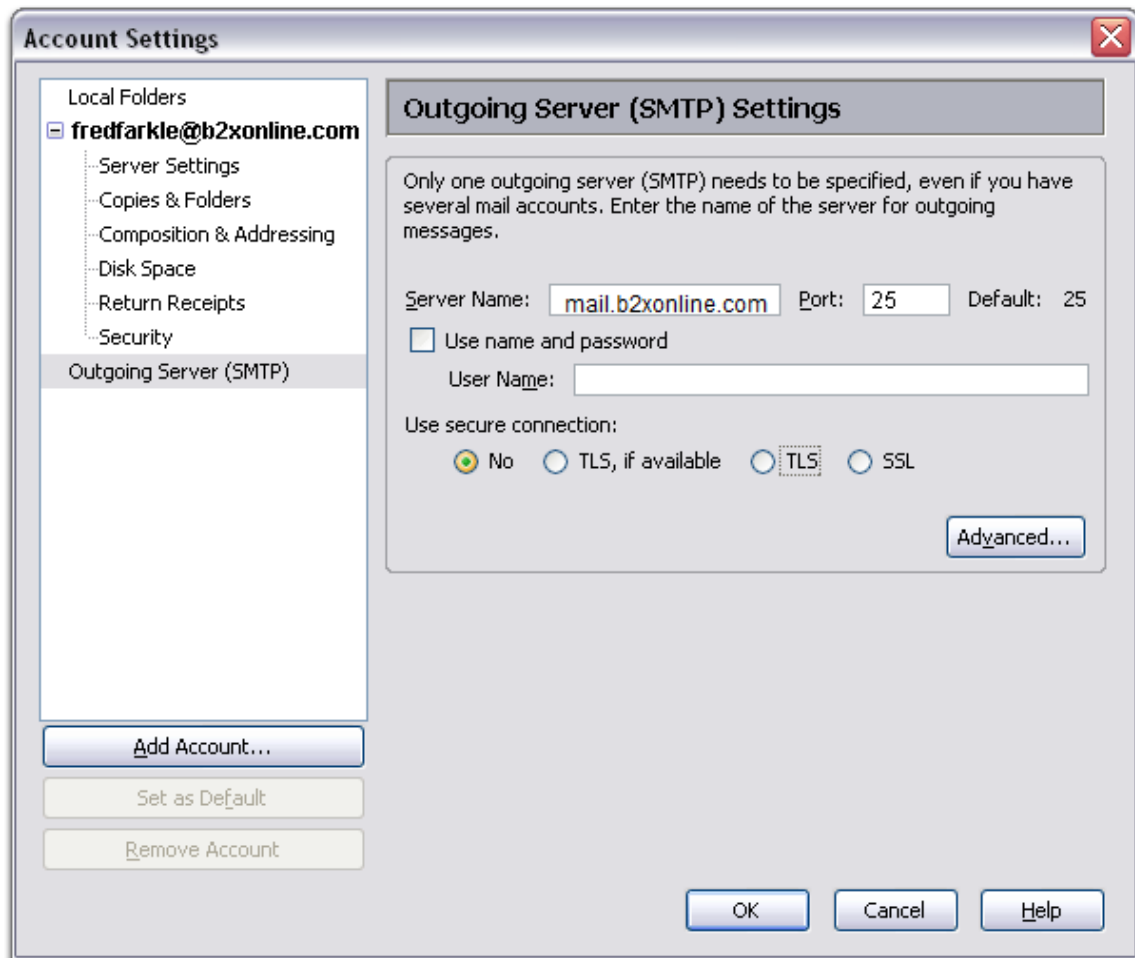
**Account Name**

Enter the name by which you would like to refer to this account (for example, "Work Account", "Home Account" or "News Account").

Account Name:

< Back    Next >    Cancel

7. Select 'Outgoing Server (SMTP)' listed beneath your new account.
8. Enter 'mail.b2xonline.com' in the 'Server Name:' field under 'Outgoing Server (SMTP) Settings'.



9. Verify that the information listed under 'Congratulations!' is correct, and click 'Finish.'

