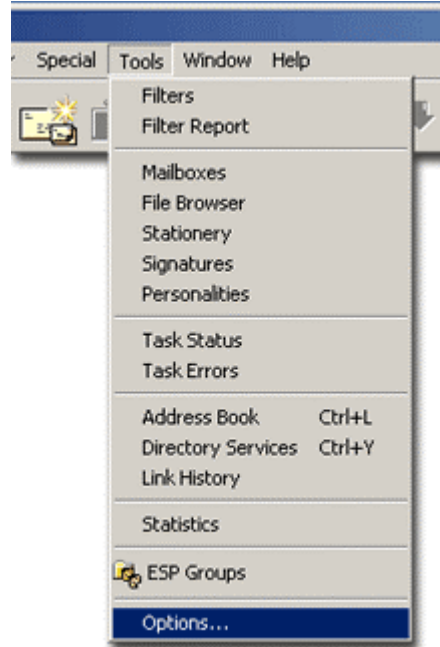


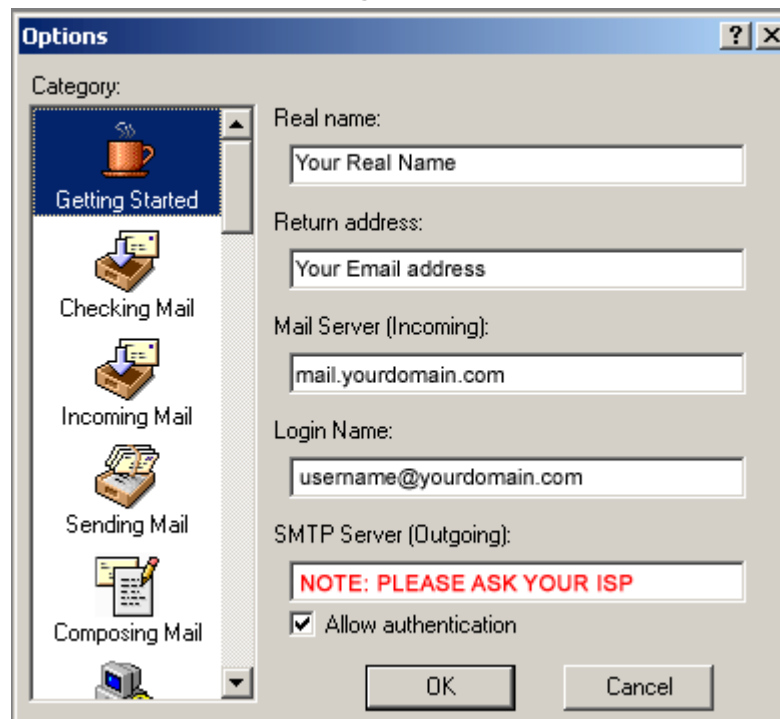
>>> Email Client Eudora 5.0

The following instructions cover typical usage of Eudora, and assume the software has been installed correctly on your system.

- ➔ **Step 1.** Open Eudora. The Options window will display. If not, click **Tools** on the menu bar then **Options**.



- ➔ **Step 2.** Scroll to the top of the list and Select **Getting Started**.



- ➔ **Step 3.** Complete the fields:

- **Real Name** - The name from which any e-mail sent using this profile will display.
- **Return Address** - The address from which any e-mail sent will display. This is the address from which you may drop the mail from your domain name. For example: john@yourdomain.com.
- **Mail Server (Incoming)** - The mail server your incoming e-mail will go through.
- **Login Name** - Your user name (i.e., if your user name is John, then login name is "John@yourdomain.com").
- **SMTP Server (Outgoing)** - The mail server your e-mail sent using this profile will go through. **ASK YOUR ISP about Outgoing (SMTP) server.**
- **Allow Authentication** - you would want to check this box if you want to be prompted for a password when you check your mail.

➔ **Step 4.** Click **OK**.

➔ **Step 5.** To receive email from Eudora, click the check mail icon at the top of your screen



➔ **Step 6.** To send a new email, click on the New message icon at the top of your screen

