

Outlook 2002/03 SMTP Auth

- Open Microsoft Outlook
- From the main Screen open the “Tools” menu and then select “E-mail Accounts...”
- Click the “Next >” button
- Click on the mail account to modify – this will cause it to become highlighted
- Click on the “Change...” button
- Click the “More Settings...” tab
- Click the “Outgoing Server” tab
- Tick “My outgoing server (SMTP) requires authentication”
- Click the “Ok” button
- Click the “Next >” button then the “Finish” button

