



## HELPFUL HOW-TO'S

PROFESSIONAL  
WEB DESIGN &  
DIGITAL  
MARKETING

WEBDEB

SITES

# MICROSOFT OUTLOOK 2010

These instructions are for accessing email from Microsoft Outlook 2010.

1. We always recommend selecting IMAP
2. Mail server for incoming and outgoing will be mail.yourwebsite.com
3. Email Set-up instructions can be found [here](#)
4. For bulleted points 8 & 9, you will probably not be using SSL. Leave #8 port 143 change #9 to 26
5. Follow the rest of the directions otherwise.