

# Setup Guide for E-Vision Email for MAC OSX 10.3(Mac Mail)

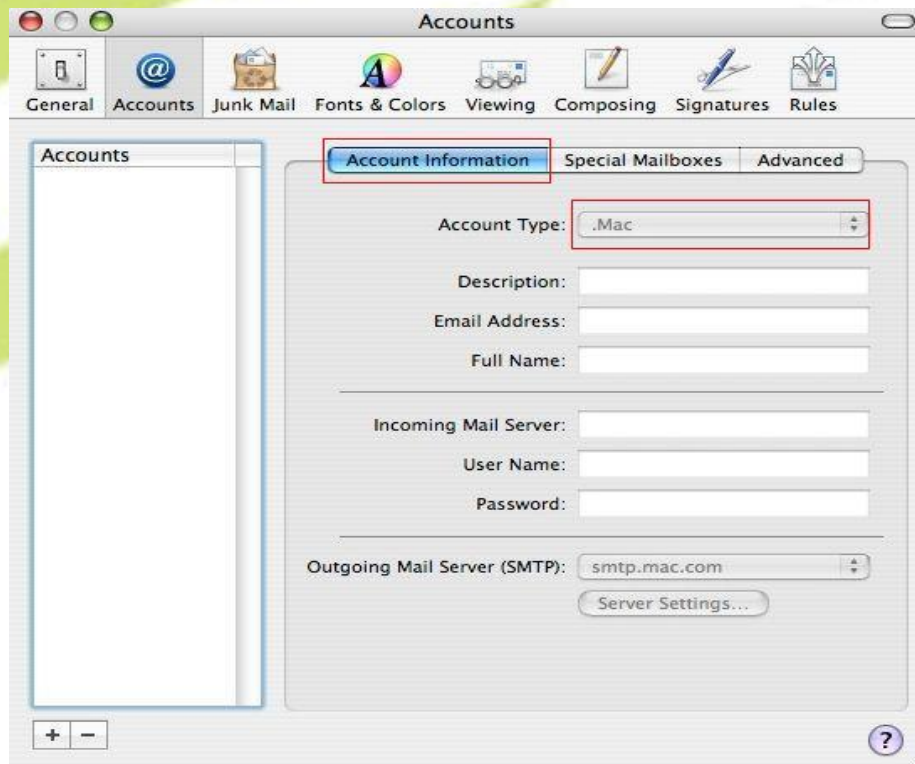
STEP 1: Locate the **Mail** icon on the dock and launch the Program



STEP 2: Click **Mail** menu and click on **Preferences**



STEP 3: In Account click **+** on the bottom left hand corner

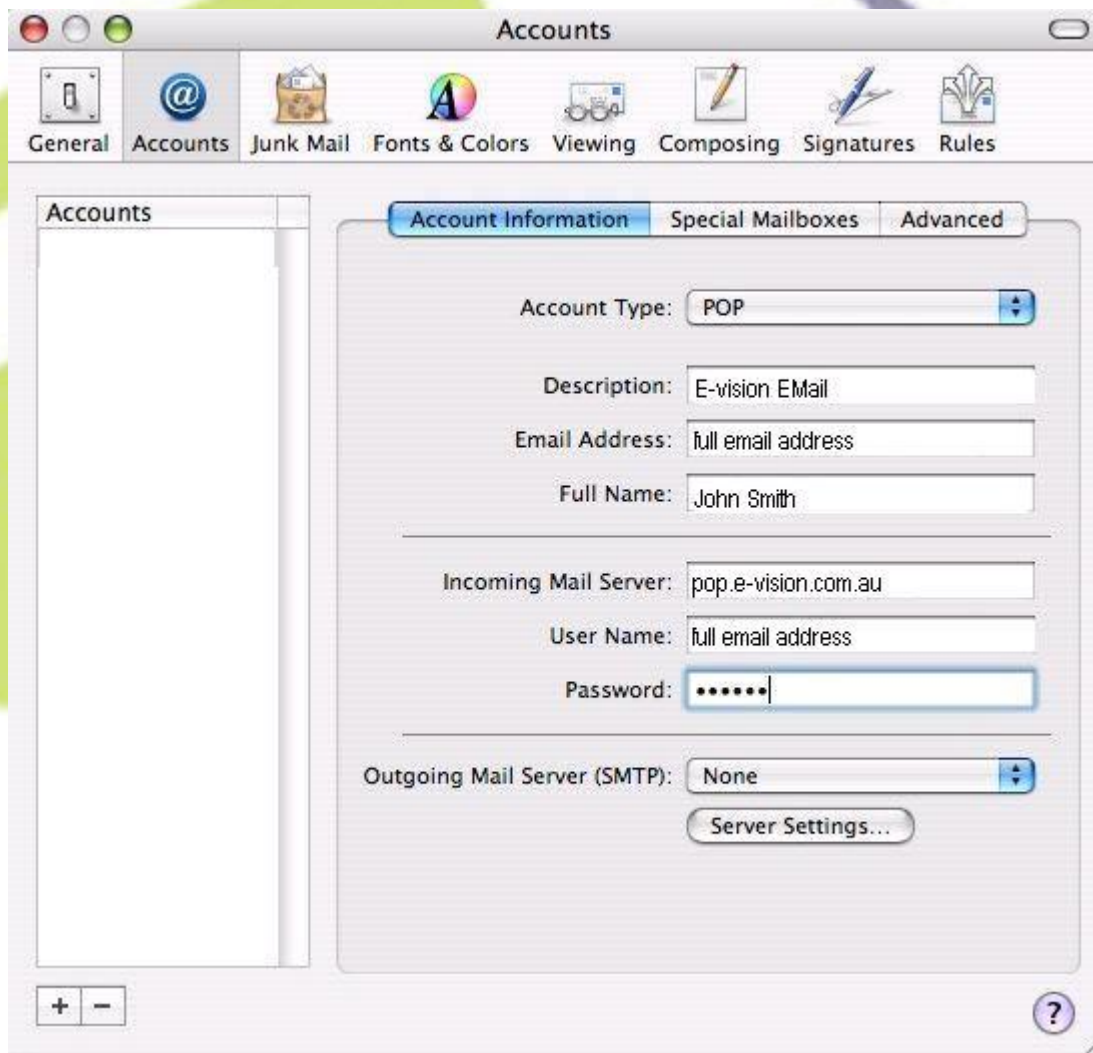


STEP 4: This will activate the **Account type** and then choose **POP**

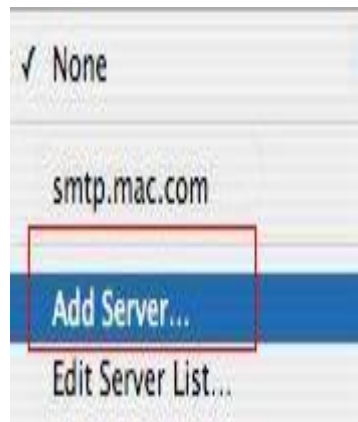


STEP 5: In the **Account Information** type in the following information.

- In Description type **E-vision email**
- Type in your **Full email Address** (e.g. johnsmith@evision.net.au)
- Type in your **Name** or **Company Name** as Full Name  
*Hint: This name will be displayed before any recipient opens your email*
- Type **pop.e-vision.com.au** as Incoming Mail Server
- Type your Username as **Full email address**
- And **password** provided for your email address



**STEP 6:** Then from drop down menu under **Outgoing Server (SMTP)** select **Add Server**

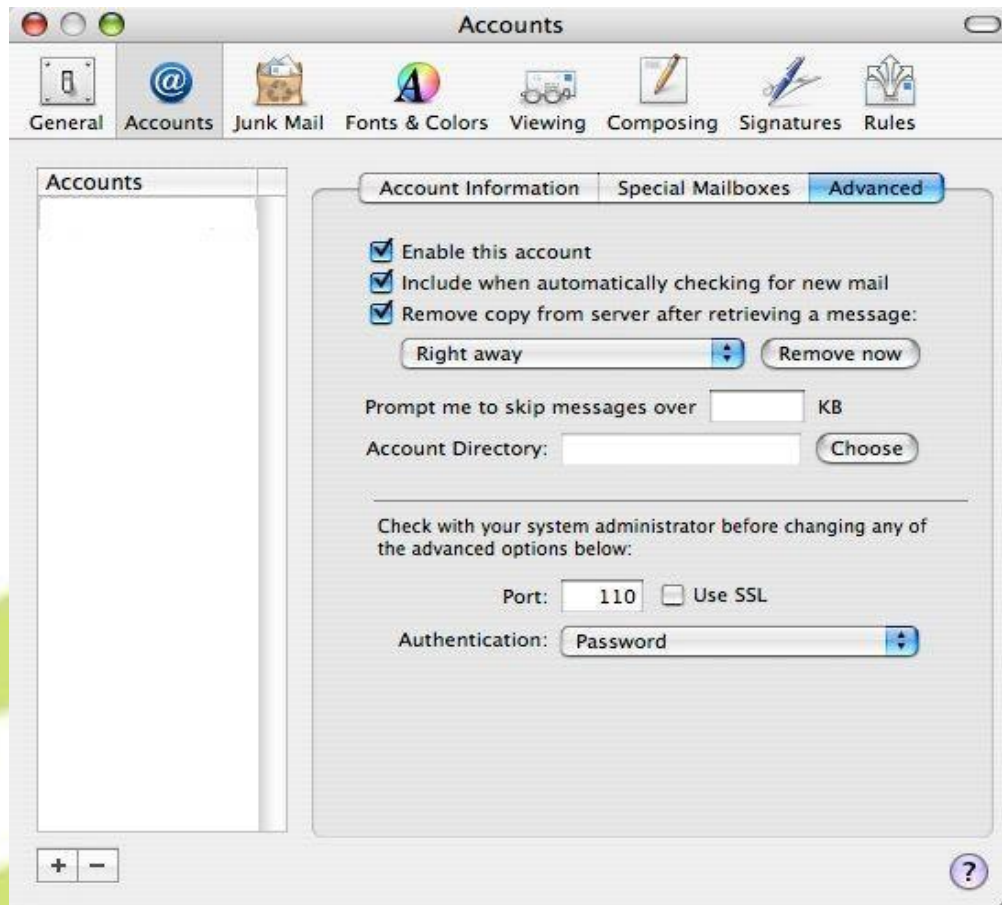


**STEP 7:** Under SMTP Server Options type your Outgoing Mail server as **smtp.e-vision.com.au** and then click **ok**.

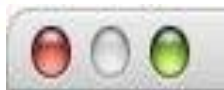


**STEP 8:** Once you have the Accounts Screen click Advanced Place a **tick** in **Enable this account, Include this account when checking for new mail** Click **OK** to continue.

*Hint: Remove from server is optional and you can tick it if you want your emails to be deleted from server.*



**STEP 9:** Click on the **Red Dot** on **right hand top corner**



**STEP 10: Click **Save** when asked to save changes**



**Congratulations! You have now successfully set up your E-vision email address**



**Support Information**

For any installation, configuration or billing enquiries please call: **1300 309 540**

Or email your queries to **support@e-vision.com.au**

Or visit **www.evision.com.au**.