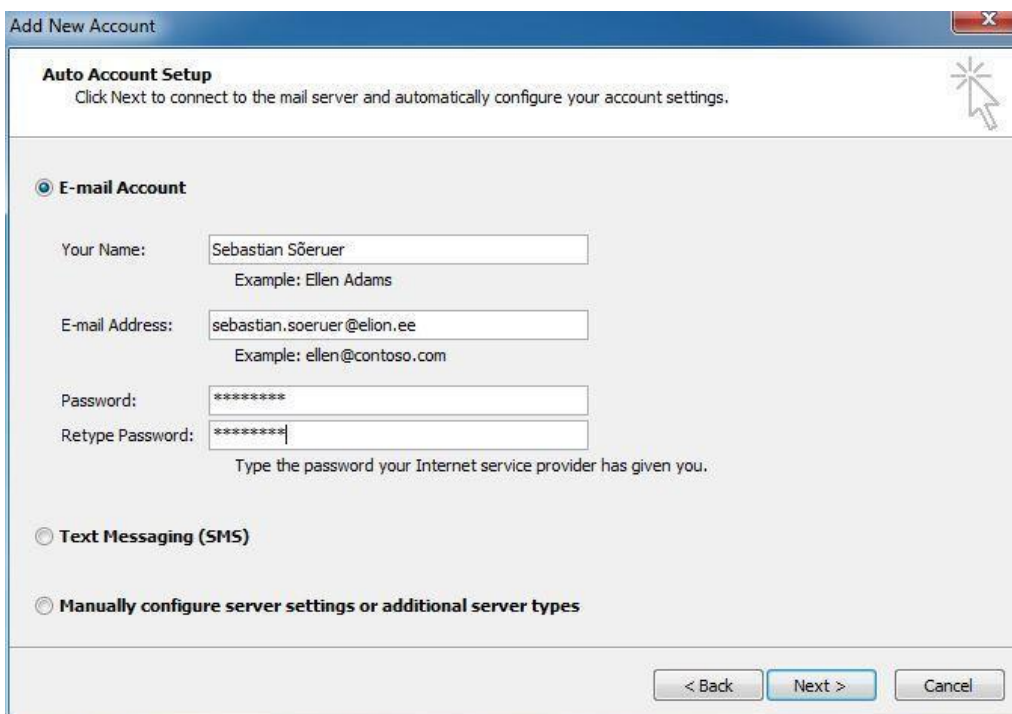


Configuring Outlook 2007/2010/2013 for the SmartMLX service

For Outlook 2013, there is no need to go through the point "Synchronising calendar, tasks and contacts" in setting up the account. Outlook 2013 already has the functionality.

When starting up Outlook for the first time

1. Run Outlook and, in the window that appears, fill in the fields:
Your Name: Your full name E-mail
Address: your mail address
Password and Retype Password: Enter your password twice.
Then click **Next**



Add New Account

Auto Account Setup
Click Next to connect to the mail server and automatically configure your account settings.

E-mail Account

Your Name:
Example: Ellen Adams

E-mail Address:
Example: ellen@contoso.com

Password:

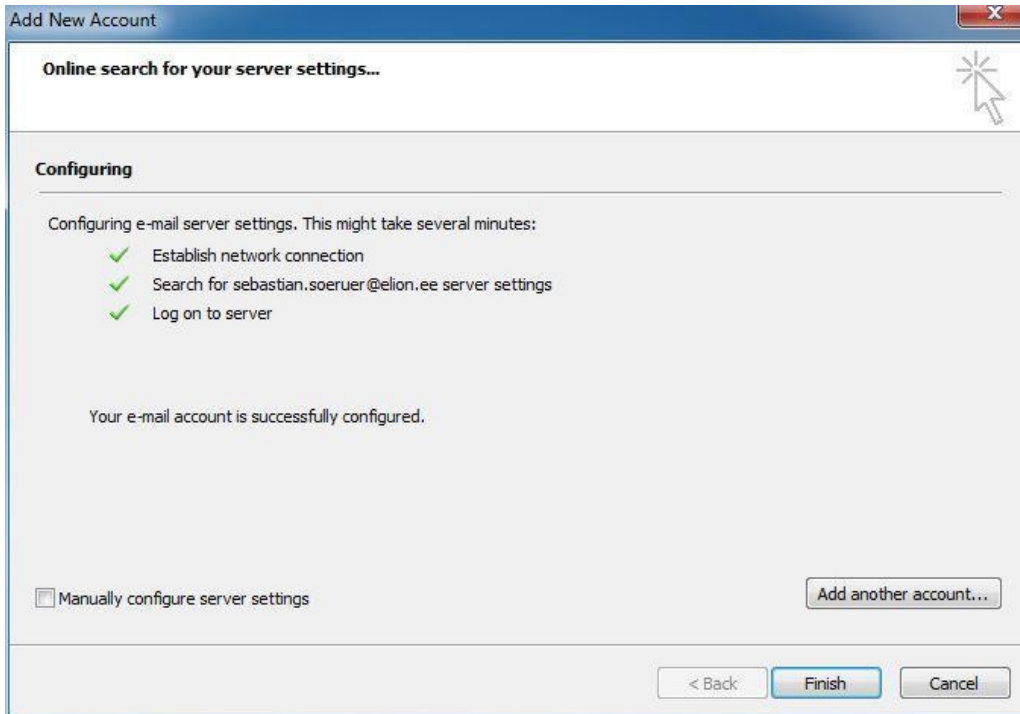
Retype Password:
Type the password your Internet service provider has given you.

Text Messaging (SMS)

Manually configure server settings or additional server types

< Back Next > Cancel

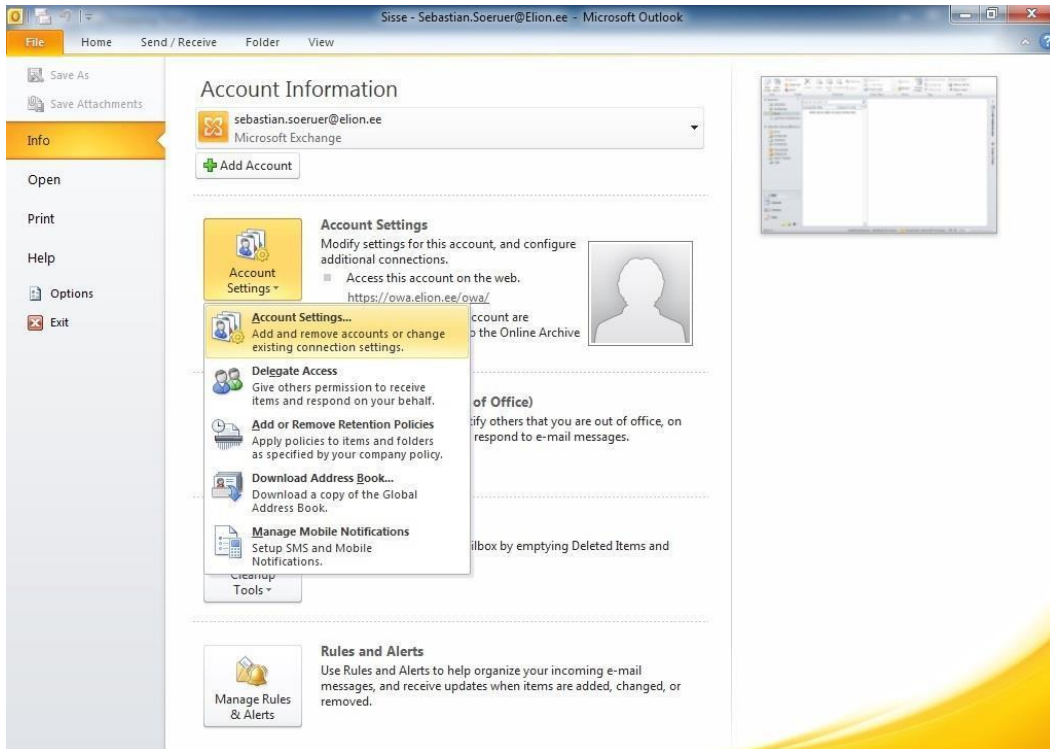
2. Once the account has been set up successfully, a new window will appear, in which you should select **Finish**:



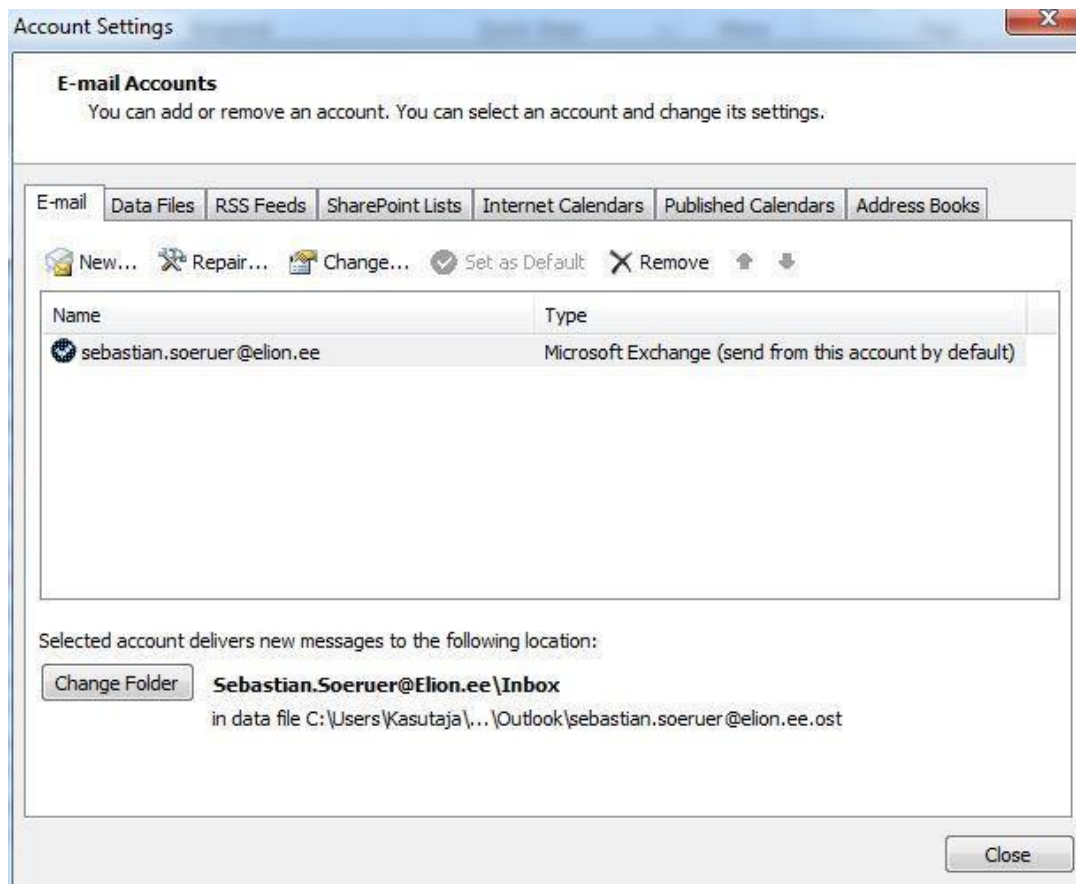
3. The account has been set up successfully.

If you are already using Outlook

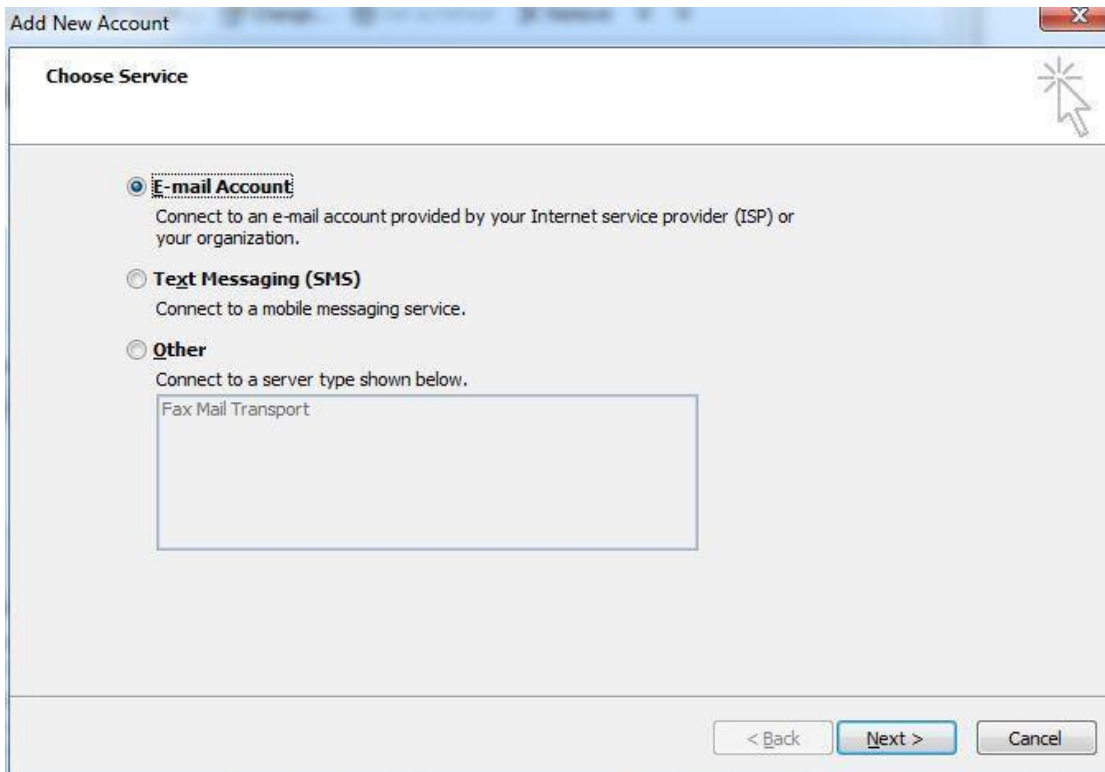
4. Run Outlook, find the **File** menu, **Account Settings** and again **Account Settings**:



5. In the window that opens, select **New...**



6. Select **New e-mail account**, select **Next** and follow from point 1 of this guide.



Add New Account

Choose Service

E-mail Account
Connect to an e-mail account provided by your Internet service provider (ISP) or your organization.

Text Messaging (SMS)
Connect to a mobile messaging service.

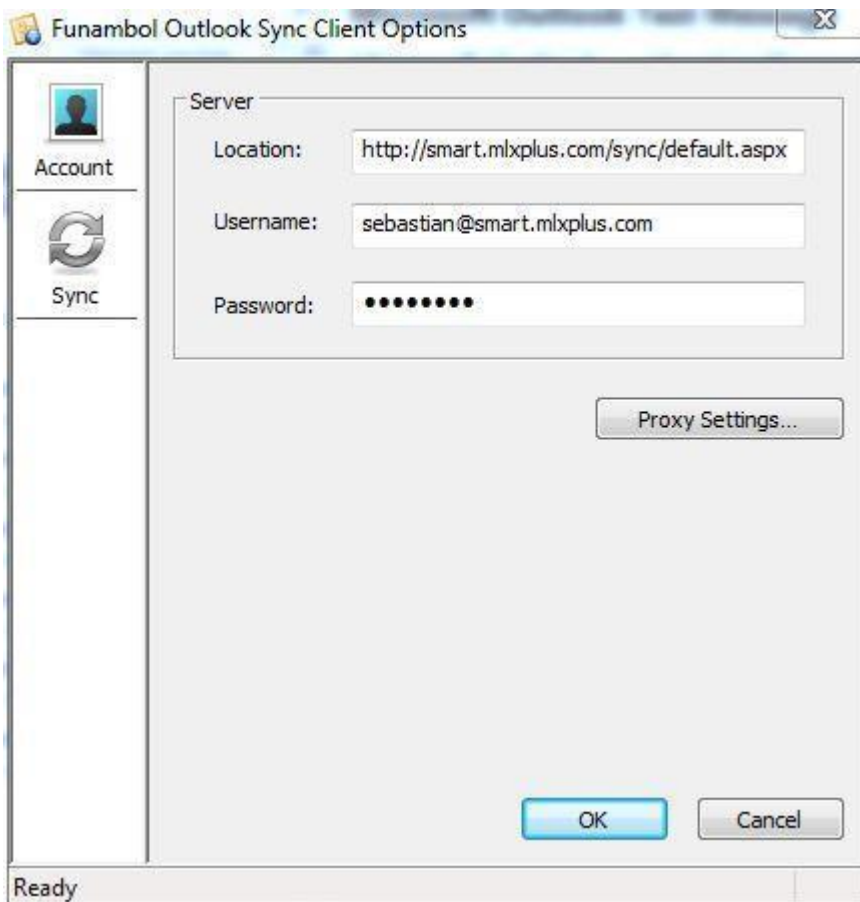
Other
Connect to a server type shown below.

Fax Mail Transport

< Back Next > Cancel

Synchronising calendar, tasks and contacts

1. Download and install the Funambol client (www.funambol.com, filename: funambol-outlook-sync-client-9.0.1.exe).
2. Run Funambol client and select **Tools – Options**.
3. Fill in the fields:
Location: <http://smart.mlxplus.com/sync/default.aspx>
Username: Your username
Password: Your password Click **OK**



4. For automatic synchronisation, select again **Tools – Options** and subpage **Sync**. Check the items you wish to synchronise with the server
In the **Scheduler** section, check **Synchronise every** and choose a suitable time period.
Click **OK**.

Setting up SmartMLX manually with other mail clients

Server type: IMAP

Server name: smart.mlxplus.com

User: Your mail address

Password: Your password:

Incoming port: 143 (993 SSL)

Outgoing port: 25 (587 TLS)

Outgoing mail requires authentication.