IMAP Configuration for Mozilla/Netscape on Windows and UNIX/Linux

Before you can set up you e-mail account properly, make sure you have the following information available:

- Your first and last name
- Your windows user name
- Your windows password
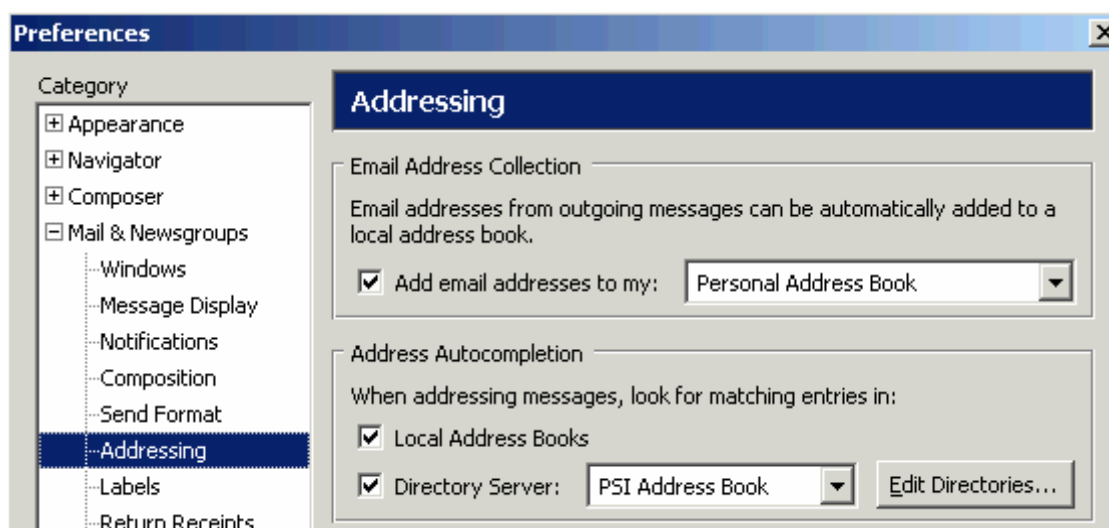- Your e-mail address

See the configuration example below for
Hans Muster, muster_h, hans.muster@psi.ch

Address Autocompletion

Address Autocompletion via PSI Directory Service
Edit / **Preferences** / Category Mail & Newsgroups / Addressing

This part is very important and prepares the settings for the global LDAP service. Therefore choose the additional Directory Server functionality below Address Autocompletion.

- Click the button [Edit Directories…]

- Configure the settings for the PSI Address Book. This will enable the mail composer to find and automatically complete PSI mail addresses. The hostname of this address book is *d.psi.ch*.

- In the dialog box LDAP Directory Servers click the button [Add].

- Fill in the fields as shown in the figure below.

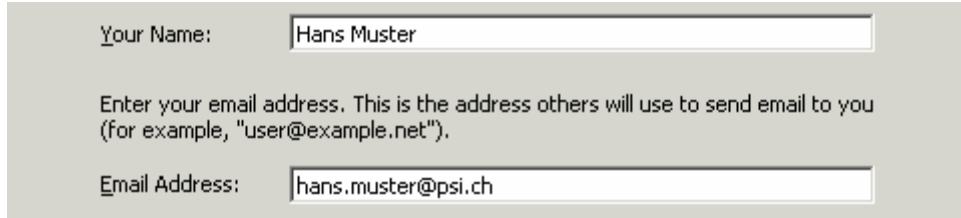- After 3 clicks on [OK] you have finished the LDAP settings.

Configure your personal mail account

- Start the mail client and choose in the menu **Window** the entry **Mail & Newsgroups**.

- In the menu **Edit** choose the entry **Mail & Newsgroups Account Settings…** / Outgoing Server

- Please configure your PSI Outgoing Server (SMTP) as shown.
  Enter `mail.psi.ch` as Server Name without name and password.
  In the field Use secure connection (SSL) use the option No.

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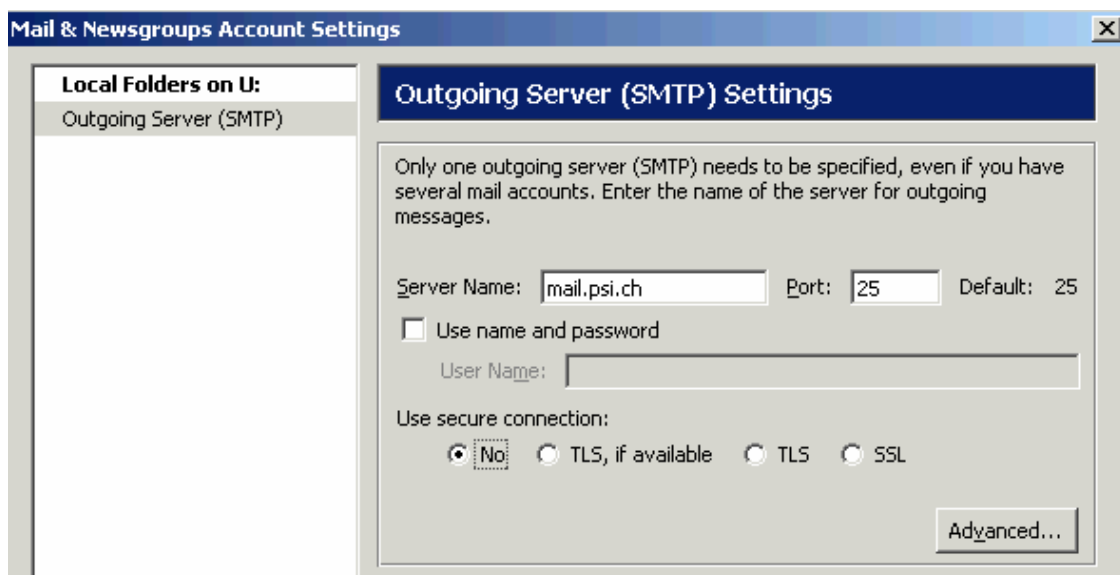
1. Create a new account (proceed at 2. for an existing account)

- Click on the button [Add Account].
- Select the option Email account and click on [Next].
- Enter your full name and your e-mail address. Click on [Next].

- Select IMAP and enter the Incoming Server `mail.psi.ch`
  Click on [Next].
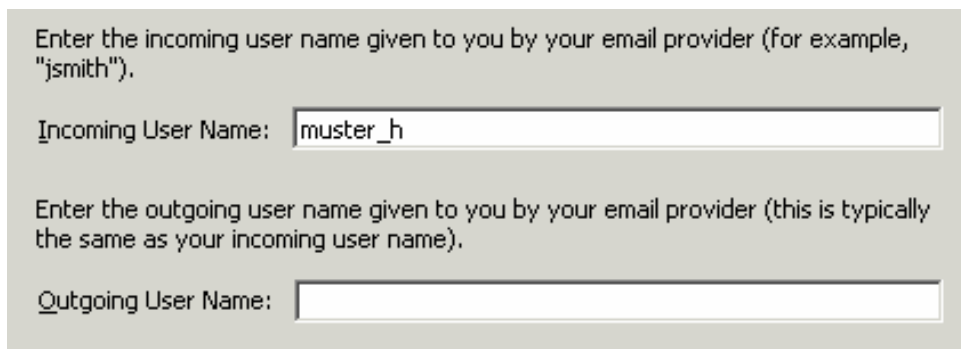
- Enter your Windows domain user name for Incoming User Name and click on [Next].

- The field Account Name can be any string you like (e.g. `PSI Mail Account`).

- Click on [Next] and then on [Finish].

2. Change Settings of your Mail Account

- **Edit / Mail & Newsgroups Account Settings…** / Category Server Settings
- The field Server Name must contain `mail.psi.ch` and the field User Name your Windows Account Name (e.g. `muster_h`). Please correct that, if not.
- Check option Use secure connection (SSL).

- Make sure, the options Clean Up ("Expunge") Inbox on Exit and Empty Trash on Exit are active.
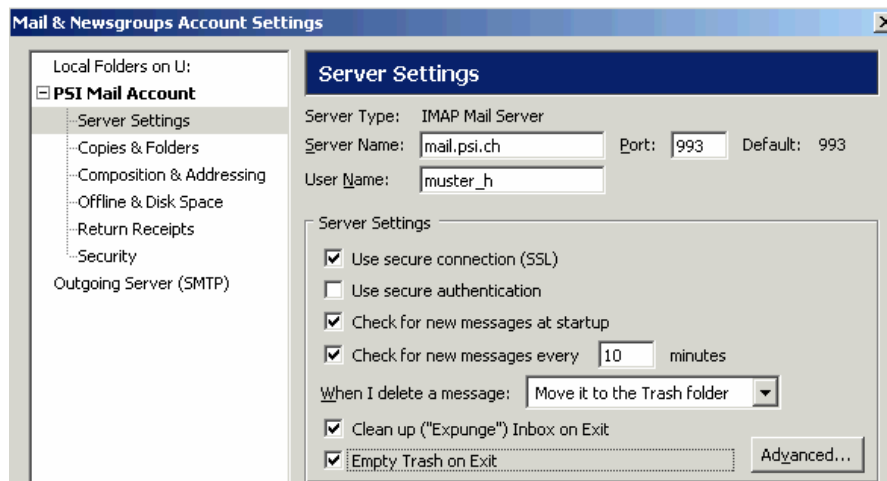
Subscribed folders

To see all folders belonging to your mailbox, you have to set the proper option.

- In the category Server Settings click in the right window on the button [Advanced].

- Deactivate the option Show only subscribed folders and confirm the setting with a click on [OK].
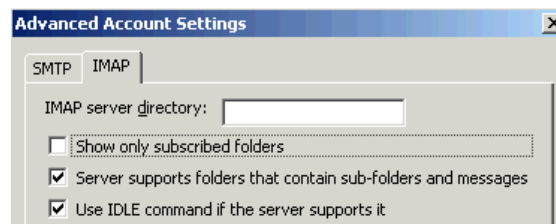
Local folders

Local Folders should be located on your windows user drive. That way it gets regularly backed up and you cannot lose the folder, when your PC is reinstalled.

- Choose the entry Local Folders and enter in the field Account Name, if you wish, a different name for that folder (e.g. Local Folders on U:).

- Enter a path in the field Local directory, where the local folders will be located (e.g. *U:\Settings\mozilla*). Confirm your setting with click on [OK].

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