

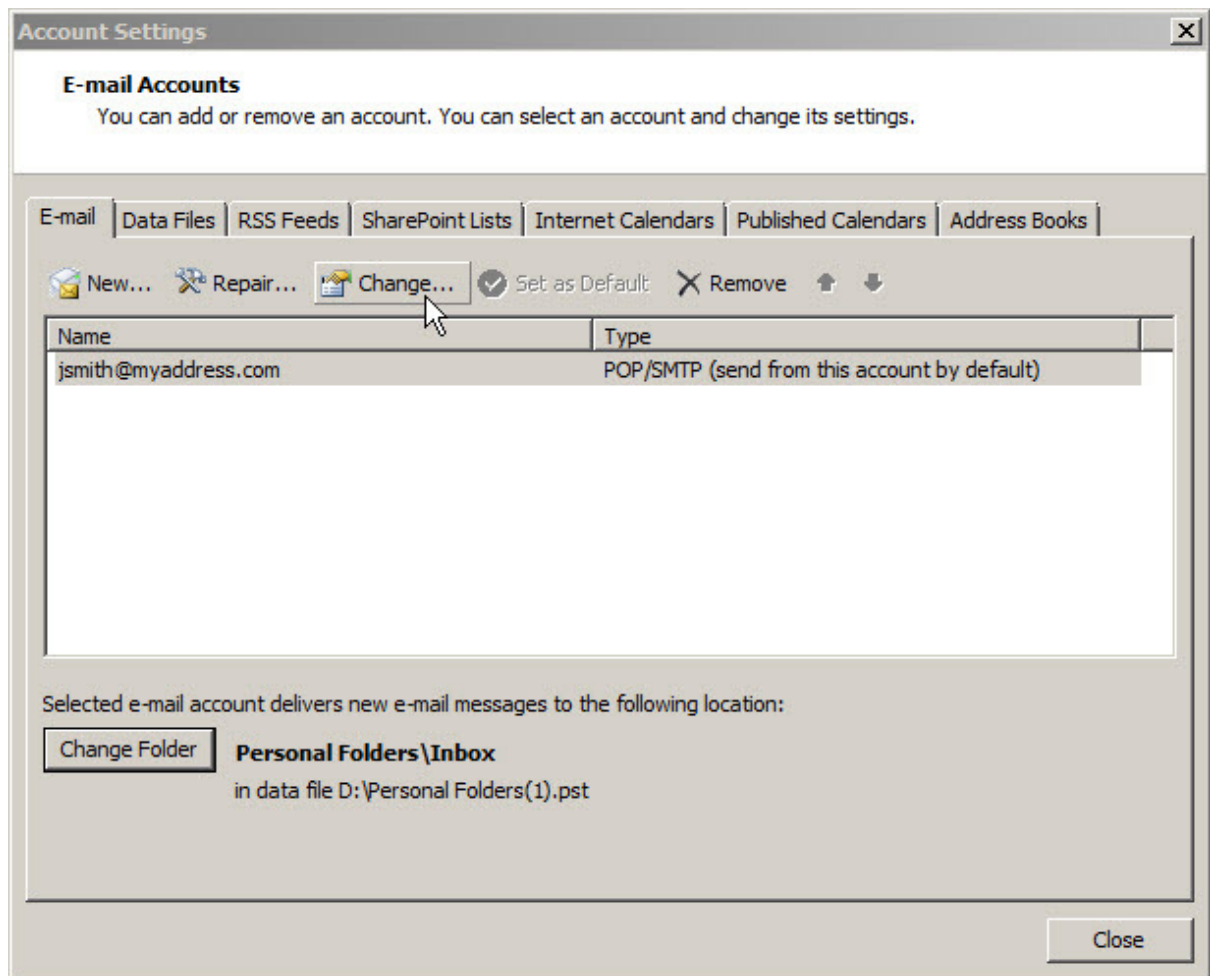
How to Configure Outlook 2007 to use the Arrowmail Smarthost to send Emails

This applies to the situation where you already have a POP3 or IMAP email account setup in Outlook and want to change the SMTP server that this account uses to send out emails.

Smarthost and SMTP (Simple Mail Transfer Protocol) server mean the same thing.

Open Outlook and go to:-

Tools – Accounts Settings...



If there's more than one account listed here, select the one with **(send from this account by default)** at the end, as this is the one used to send emails.

If you send from different accounts, in order to have different **From** addresses, you'll need to repeat the following steps for each account.

Click on **Change...**

Change the **Outgoing mail server (SMTP)**: from, whatever it says now, to:-

smarthost.arrowmail.co.uk

Change E-mail Account

Internet E-mail Settings
Each of these settings are required to get your e-mail account working.

User Information
Your Name: John Smith
E-mail Address: jsmith@myaddress.com

Server Information
Account Type: POP3
Incoming mail server: pop3.myisp.com
Outgoing mail server (SMTP): smarthost.arrowmail.co.uk

Logon Information
User Name: johns100
Password: *****
 Remember password
 Require logon using Secure Password Authentication (SPA)

Test Account Settings
After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)
Test Account Settings ...

More Settings ...

< Back Next > Cancel

Click on **More Settings...**

On the **Outgoing Server** tab select:-

My outgoing server (SMTP) requires authentication

Select **Log on using**

and enter the username and password that *we* have given you.

Select **Remember password**

...go to the **Advanced** tab

Change the Port Number for the **Outgoing Server (SMTP)** from **25** to **587**

This step is not strictly necessary as our smarthost servers will accept connections over port 25 but some ISPs, including mobile data operators, block access to SMTP servers using port 25 except for their own server, perhaps to stop viruses on PCs sending out spam.

We recommend using port 587 to send emails as it has the best chance of working in all situations.

Click **OK** then **Next >** then **Finish** then **Close** and you're done.