

Service Guides :: Setup Outlook 2007

Key Information

Mail Account Type: POP3 or IMAP (500Mb limit on IMAP storage)

POP3, IMAP Server (Incoming, Authentication Required): pop3.dialin.co.uk

SMTP Server (Outgoing, Authentication Required): smtpauth.dialin.co.uk

POP3 TCP port: 110

SMTP TCP port: 25 or 587

E-mail Address: Supplied by DMGi

Username: Supplied by DMGi in the Format of "diXXXX" Where "XXXX" is a Number.

Password: Supplied by DMGi

Step by Step Guide

If this is the first time you have opened Outlook you will automatically be sent to the email account wizard, otherwise click "Tools" then "Accounts...", you will be presented with the following window, from here click on the "New.." button in the top left corner.

Select the "Internet E-mail" radio button then click "Next".

Fill in the appropriate details on this page, your name (not your diXXXX number) and make sure that the "manually configure server settings or additional server types" check box has a tick in it, click "Next".

You will be asked to select your server type and enter the corresponding details. You may choose either POP3 or IMAP as your incoming mail server. POP3 will download directly to your mail client while IMAP will be stored on the DMGi mail servers, however there is a 500Mb limit on all mail accounts.

In both cases your incoming server should be "pop3.dialin.co.uk" and your outgoing server should be "smtpauth.dialin.co.uk". Enter your name in full, email address, user name and password as supplied by DMGi then click "More Settings".

On the new window click the "Outgoing server" tab and check the "My outgoing server requires authentication" and click "OK" followed by "Next" on the previous screen.

Finally click the "Finish" button, congratulations you have now setup your DMGi email account.