

LEK INTERNET SERVICES

HOW TO CONFIGURE EMAIL (OUTLOOK 2007)

First: Open Outlook 2007. Click on the tools menu and select Account Settings.

1. On the email tab click 'New...'
2. Check "Manually configure server settings or additional server types" and click Next.
3. Select "Internet E-Mail" and click Next.
4. Enter your name and email address. The account type should be POP3. The incoming server is **pop3.lek.net**. The outgoing server is **smtp.lek.net**.
5. Under Logon Information, the user name should be your **entire** email address. Enter the password you selected, and click next.

Add New 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 Doe
E-mail Address: john.doe@lek.net

Server Information

Account Type: POP3
Incoming mail server: pop3.lek.net
Outgoing mail server (SMTP): smtp.lek.net

Logon Information

User Name: john.doe@lek.net
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

6. Click the Finish button.

You should now be setup for email. Click the "Send and Receive" button to check for new messages.