

This guide takes you step-by-step through the process of setting up a new email account in Thunderbird.

Automatic Account configuration

A new email account setup with Thunderbird is quick and easy using Automatic Account configuration.

However, reasons to rather use Manual Configuration are:

- if you prefer **POP**, as this automatic configuration defaults to IMAP
- 1. Launch Mozilla Thunderbird
- 2. Choose Create a new account > Email

🛃 Get Messages 🔻 🖉 Write 🔻	Chat Address Book Stag Tag Quick Filter Search <ctrl+k></ctrl+k>	= ٩
مک مالک Inbox آ Sent	Thunderbird Mail	
Trash a Second Folders	Email	
🔟 Trash 🟝 Outbox	Read messages	
	📝 Write a new message	
	Accounts	
	View settings for this account	
	Create a new account:	
	Email 🗠 Chat 🦷 Newsgroups 🔊 Feeds	
	Create a new calendar	

3. Choose Skip this and use my existing email

4.

			Search
In partnership with severa	al providers, Thunder	bird can offer you a new en	nail account. Just f
in your mist and last ham	e, of any other words	you u like, ili the helus abo	ove to get started.
🗸 👸 gandi.net			
The search terms used ar	e sent to Mozilla (<u>Priv</u>	racy Policy) and to 3rd party	/ email providers
The search terms used ar gandi.net (<u>Privacy Policy</u> ,	e sent to Mozilla (<u>Priv</u> Terms of Service) to f	r <u>acy Policy</u>) and to 3rd party ind available email address	/ email providers es.
The search terms used ar gandi.net (<u>Privacy Policy</u> ,	e sent to Mozilla (<u>Priv</u> <u>Terms of Service</u>) to f	r <u>acy Policy</u>) and to 3rd party ind available email address	/ email providers es.

Mail Account Setup

- 5. Enter the following details:
- Your Name (which will appear in the "From" field in your emails)
- Email address
- Password
- > Continue

Mail Account Setup			×
Your <u>n</u> ame: Emai <u>l</u> address: <u>P</u> assword:	Name Surname name@example.com ••••••••••••••••••••••••••••••••••••	Your name, as shown to others	
Get a new acco	punt	<u>Continue</u> C <u>a</u> ncel	

6. Thunderbird will now automatically check your email settings. Ignore this warning message, **tick** and choose **Done**

• • •	Mail Account Setup
	Warning! Incoming settings: imap.example.com does not use encryption. Technical Details Outgoing settings: smtp.example.com does not use encryption. Technical Details
	Thunderbird can allow you to get to your mail using the provided configurations. However, you should contact your administrator or email provider regarding these improper connections. See the Thunderbird FAQ for more information.
	✓ I understand the risks.
	Change Settings Done

7. **If your settings are found, then your setup is complete** *and you can press* **Done.** *If your settings are not found, click the* **Manual config** *button and continue as below*

Mail Account Setup			X
Your <u>n</u> ame:	Name Surname	Your name, as shown to others	
Emai <u>l</u> address:	name@example.com		
<u>P</u> assword:	•••••		
	Remember password		
Configuration fo	ound at email provider		
Incoming: IM	AP, imap.example.com, No E	ncryption	
Outgoing: SN	1TP, smtp.example.com, No I	Encryption	
Username: na	me@example.com		
<u>G</u> et a new acco	unt Manual config	Done Cancel	

Manual configuration

Follow the Automatic configuration above, and then choose Manual config.

- 8. Ensure that your **settings are correct** as below (these are the default settings replacing with your own name and domain).
- Choose POP or IMAP
- IMAP: Incoming port 143, Outgoing 587 (as below)
- POP : Incoming 110, Outgoing 587
- Ensure that the Username is the full email address.
- SSL is None
- Authentication is Normal password.

Your name:	Jame Surr	ame Your name,	as shown to	others	
Email address:	name@ev;	ample.com			
Password:					
	7 Pomor	ber password			
	e ne <u>m</u> en				
Configuration fou	nd at oma	il provider			
Configuration fou	nd at ema	ili provider			
		Server hostname	Port	SSL	Authentication
Incoming: IMA	∧P ▼	mail.example.com	143 -	None	▼ Normal password ▼
inconing.					
Outgoing: SMT	P	smtp.example.com	▼ 587 ▼	None	Normal password
Outgoing: SMT Username: Inco	P ming:	smtp.example.com	▼ 587 ▼	None Outgoing:	Normal password name@example.com
Outgoing: SMT Username: Inco	P ming:	smtp.example.com	▼ 587 ▼	None Outgoing:	Normal password name@example.com
Outgoing: SMT Username: Inco	P ming:	smtp.example.com	▼ 587 ▼	None Outgoing:	Normal password name@example.com
Outgoing: SMT Username: Inco	ming:	smtp.example.com	▼ 587 ▼	None Outgoing: Re-test	Normal password name@example.com Done Cancel

9. Click Done. Your email setup is complete.