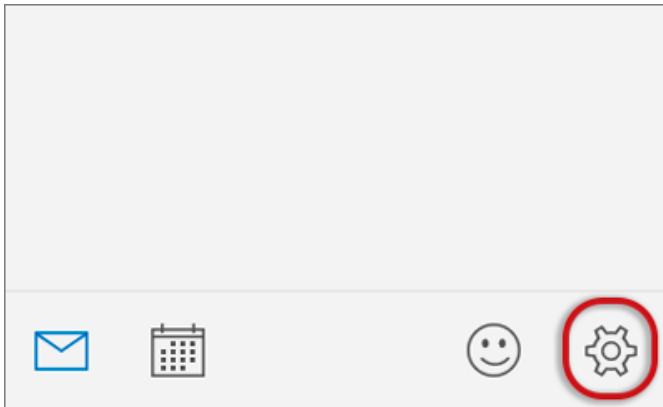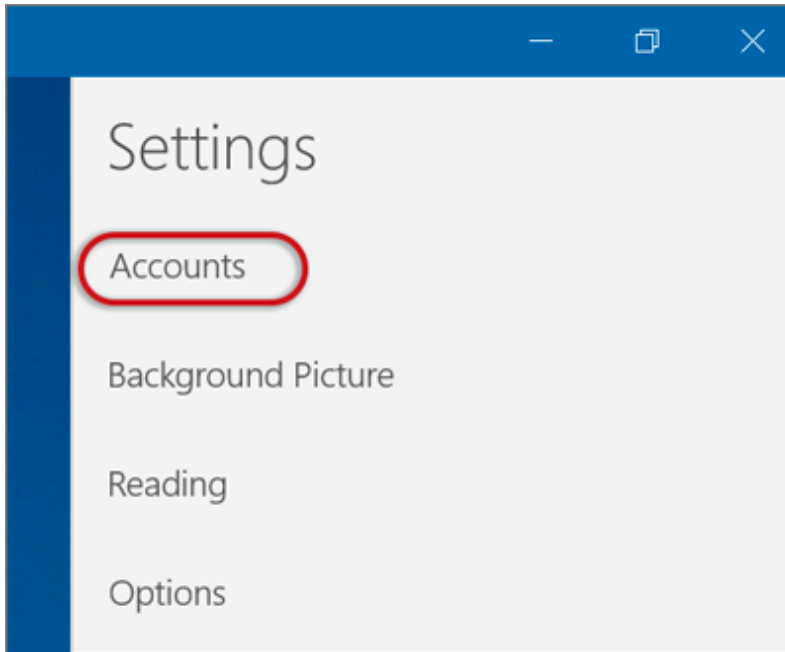*This guide will help you fix errors in the setup of an email account in Windows 10 Mail*
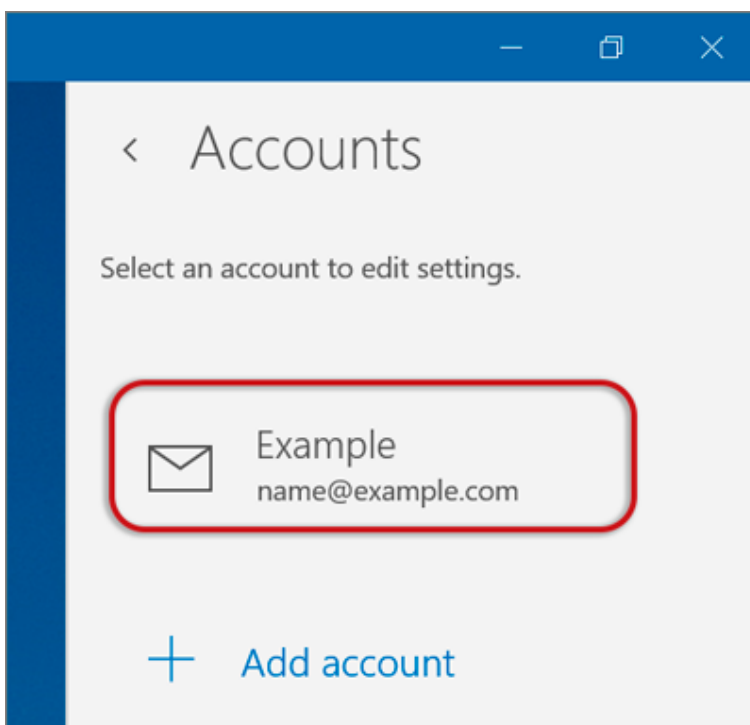
1. **Launch** *Windows 10 Mail*

    2. *Choose the* **Settings** *icon at the bottom of the screen*

    3. Choose **Accounts**

Settings

Accounts

Background Picture

Reading

Options

4. Choose the relevant account

< Accounts

Select an account to edit settings.

Example
name@example.com

+ Add account

5. Choose **Change mailbox sync settings**

6. Scroll down and choose **Advanced mailbox settings**

*7. Scroll down to **Sync options** and check that:*

- **Incoming email server** *starts with* **mail.** *and your domain name*

- **Outgoing (SMTP) mail server** *starts with* **smtp.** *and your domain name*

- **Tick** *the first 2 blocks only*

- *> **Done***

Your mail should now be setup correctly.