Setting Up Qualcomm[®] Eudora

Technical Manual: Configuration and Setup

Setting Up a POP3 or IMAP Email Account

- 1. To set up your mail account, select Tools / Personalities. The Personalities pane will appear.
- 2. Right-click inside the Personalities pane.
- 3. Select New from the pop-up menu.
- 4. Click the Create a brand new email account button. Click the Next button to navigate through the following steps:

Personality Name Window

In the Personality Name box, enter a descriptive name for your account.

Personal Information Window

In the Your Name box, enter your name. This is the name that will appear in the From field of messages you send.

Email Address Window

In the Email Address box, enter your entire email address (e.g., *myname@mydomain.com*), using all lowercase letters.

Email Address: myname@mydomain.com

User Name Window

In the User Name box, enter your entire email address (e.g., *myname@mydomain.com*), using all lowercase letters.

User Name: myname@mydomain.com

Incoming Email Server Window

Choose one of the following:

To use the POP server:

- 1. Click the POP button.
- In the Incoming Server box, enter the name of the POP server: pop.emailsrvr.com

Incoming Server: pop.emailsrvr.com

Or, to use the IMAP server:

- 1. Click the IMAP button.
- 2. In the Incoming Server box, enter the name of the IMAP server: *imap.emailsrvr.com*

Incoming Server: imap.emailsrvr.com

3. When you click the Next button, the IMAP Localization Prefix window will appear. You do not need to enter a localization prefix. Click the Next button to skip this step.

Outgoing Mail Server Window

Outgoing Server: smtp.emailsrvr.com

- 1. In the Outgoing Server box, enter the name of the SMTP server: *smtp.emailsrvr.com*
- 2. The SMTP server requires authentication. Be sure that the Allow authentication box is checked.

Success Window

Click the Finish button.

Important Note: If you have trouble sending messages, your Internet Service Provider (ISP) may be blocking the default outgoing (SMTP) port 25. In this case, use the SMTP server settings provided by your ISP.

Comparing POP and IMAP

POP

- Best when you will be primarily accessing your email from a single location, like your office or home. When you are away from your desk, you can still access your email from a web browser.
- Messages are downloaded to your computer, so you don't need to worry about exceeding the size of your mailbox.
- When accessing your email account through a web browser, you may not see previous messages that were downloaded to your desktop email client.

IMAP

- Best when you will be accessing your email from multiple locations.
- Allows you to create portable folders. These folders will appear in each email client you use to access your account. Your account will look the same at work, at home, and at your friend's house.
- Because your email messages are stored on the server, you must monitor your mailbox size. You may need to delete messages periodically.

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Assigning SSL Secure Server Settings

The SSL protocol allows you to send and receive secure email messages. *Requires Eudora 5.2.1 or higher.*

- 1. Select Tools / Personalities. The Personalities pane will appear.
- 2. Right-click inside the Personalities pane.
- 3. Select New from the pop-up menu.
- 4. Click the Skip directly to advanced account setup button.
- 5. Click the Finish button.

Generic Properties Inc	coming Mail		
Personality Name:	Work Account		
<u>R</u> eal Name:	John Smith		
Email Address:	myname@mydomain.com		
User <u>N</u> ame:	myname@mydomain.com		
SMTP Server:	secure.emailsrvr.com		
	Authentication allowed		
	Use relay personality, if defined		
Default Domain:			
Default Stationery:	<no default=""></no>		
De <u>f</u> ault Signature:	<no default=""></no>		
Secure Sockets wh	en Sending		
Required, Alternat	te Port 🖌 Last SSL Info		
Chec <u>k</u> Mail			

- 6. Enter the following information:
 - Personality Name—Enter a descriptive name for the account.
 - Real Name—Enter your first and last name. This is the name that will appear in the From field of messages you send.
 - Email Address—Enter your entire email address (e.g., myname@mydomain.com), using all lowercase letters.

- User Name—Enter your entire email address (e.g., myname@mydomain.com), using all lowercase letters.
- SMTP Server—Enter the secure server name: secure.emailsrvr.com
- 7. Be sure that the Authentication allowed box is checked.
- 8. In the Secure Sockets when Sending drop-down menu, select Required, Alternate Port.
- 9. Click the Incoming Mail tab.

Server:	secure.	emailsrv	/r.com	
Configuratio	1: 💿 POP		•	
Leave m	ail on server			0
	- from corrur	- An	0	dave
	e from serve	anter		- I
Delet	e from serve	r when e	mptied fro	m Irash
		40		
Skip me:	sages over	-10	IN IT SIZE	-
Authenticatio	on style:			
Passwore	ds 🔿 Kerbe	ros 🔿	APOP	O RPA
Secure S	ockets when	Receiving	9	
Required	l, Alternate F	ort 🗸	Las	t SSL Info
<u> </u>				

- 10. In the Server box, enter the secure server name: *secure.emailsrvr.com*
- 11. Click the POP or IMAP button to indicate whether you want to use a POP or IMAP server.
- 12. In the Authentication style section, be sure that the Passwords button is selected.
- 13. In the Secure Sockets when Receiving drop-down menu, select Required, Alternate Port.
- 14. Click the OK button.

Leaving a Copy of Messages on the Server (POP3 Only)

- 1. Select Tools / Options.
- 2. Click the Incoming Mail button.
- 3. To leave a copy of messages on the server, check the Leave mail on server box.
- 4. To avoid exceeding your account's storage limits, indicate whether the server should delete messages after a certain number of days, or if the server should delete messages when you manually delete them from the Trash.
- 5. Click the OK button.

Checking for Mail Automatically

- 1. Select Tools / Options.
- 2. Click the Checking Mail button.
- If you want Eudora to check for mail automatically, enter a value in the Check for mail every ... minutes(s) box. For example, if you want Eudora to check for mail every 10 minutes, enter 10 in the box.
- 4. Make changes to other settings, as desired.
- 5. To save your password, check the Save Password box.
- 6. Click the OK button.