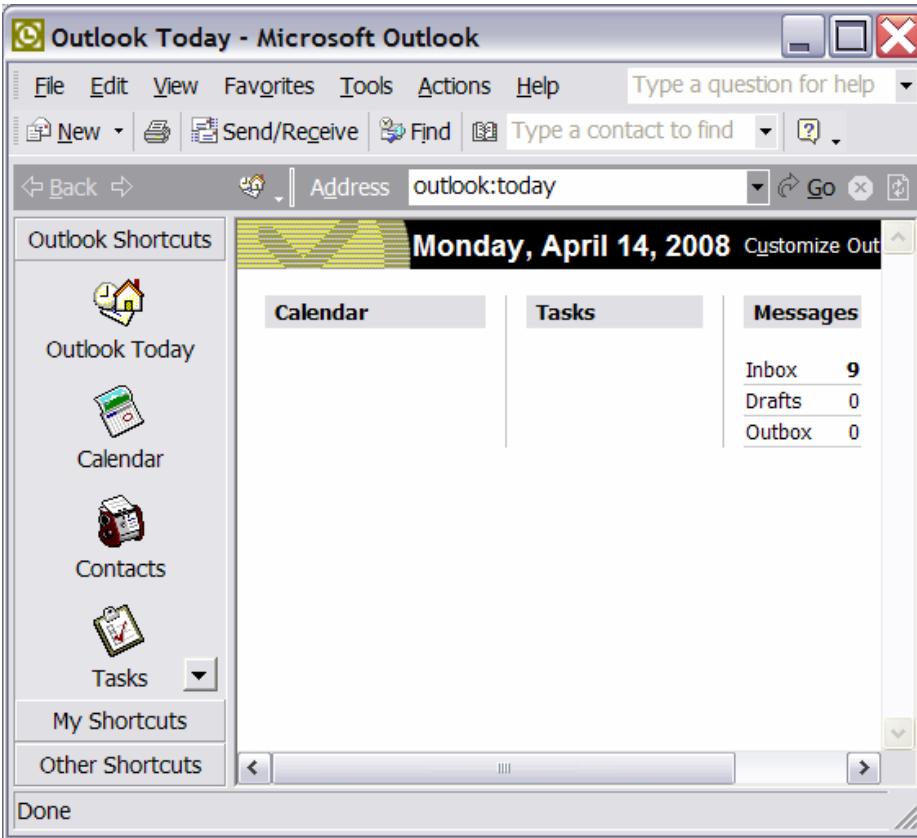


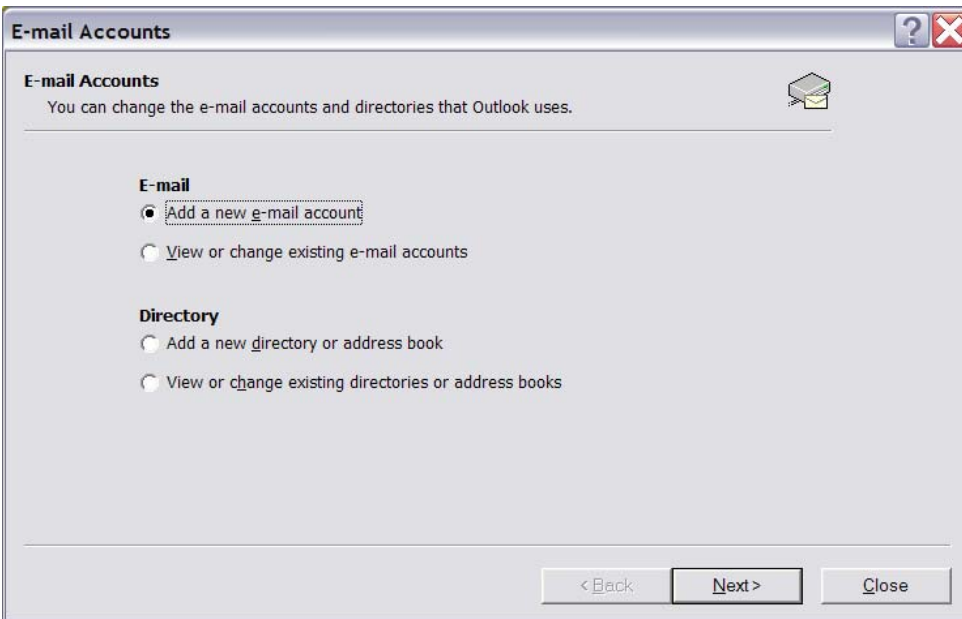
Configure Outlook to Check Bburyses Mail

1. Open Microsoft Outlook.

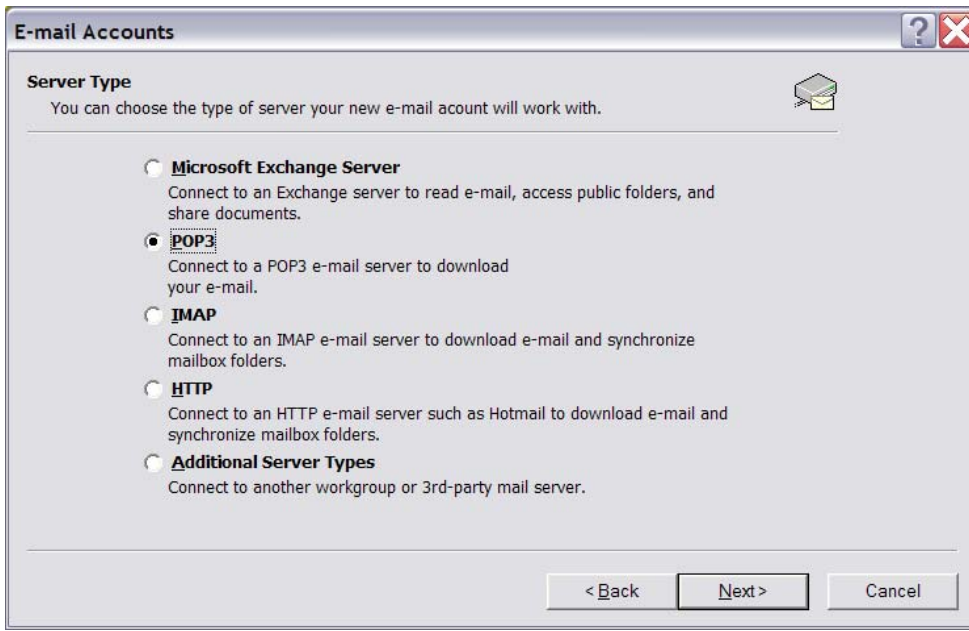


2. Click “Tools” from the menu and select “E-Mail Accounts”.

3. Select “Add a new e-mail account” and click “next”.



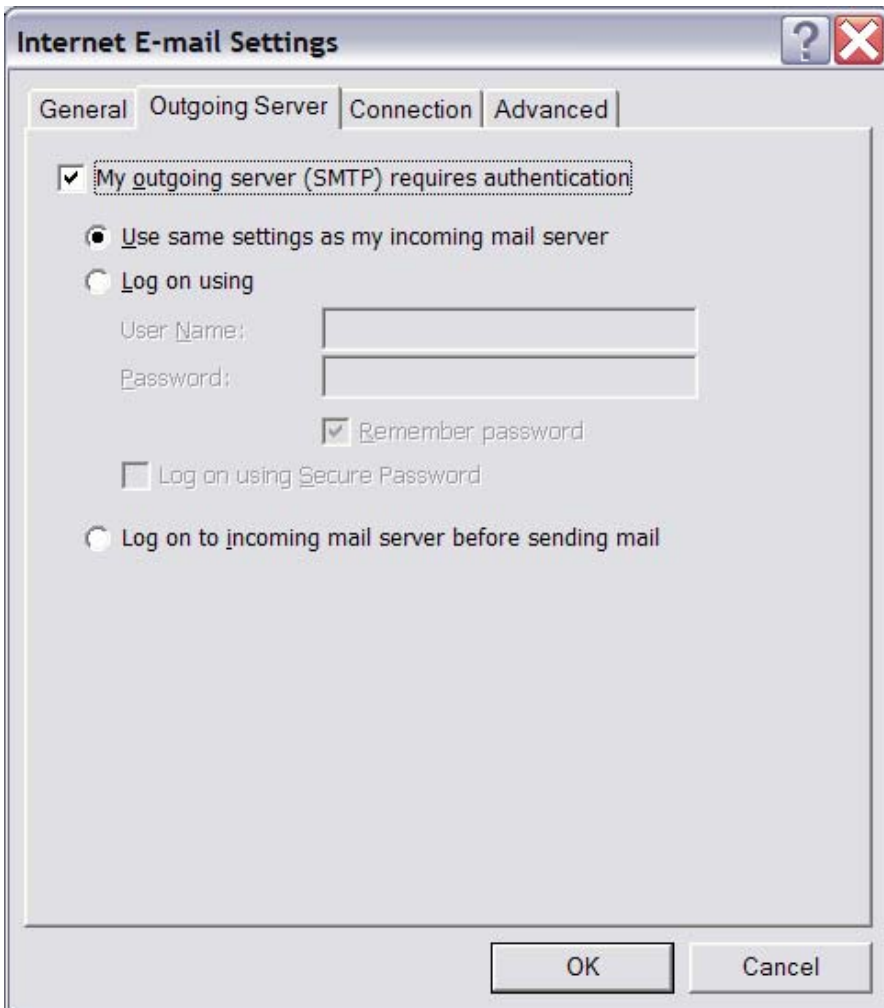
4. Check the “POP3” box and click “next”.



5. Enter your first and last names and your complete email address. In the Server Information section enter type mail.bburies.com in both incoming and outgoing mail server fields. Under “User Name” be sure to again enter your complete email address. Type in your password and click “More Settings.”



6. In the Internet E-mail Settings window click on the “Outgoing Server” tab. Check the “My outgoing server (SMTP) requires authentication” option and select “Use same settings as my incoming mail server”. Then click the “Advanced” tab.



7. Check “Leave copy of messages on server” and also “Remove from server after” (select 5 or 10 days). Click OK. You are now ready to send and receive mail using MS Outlook.

