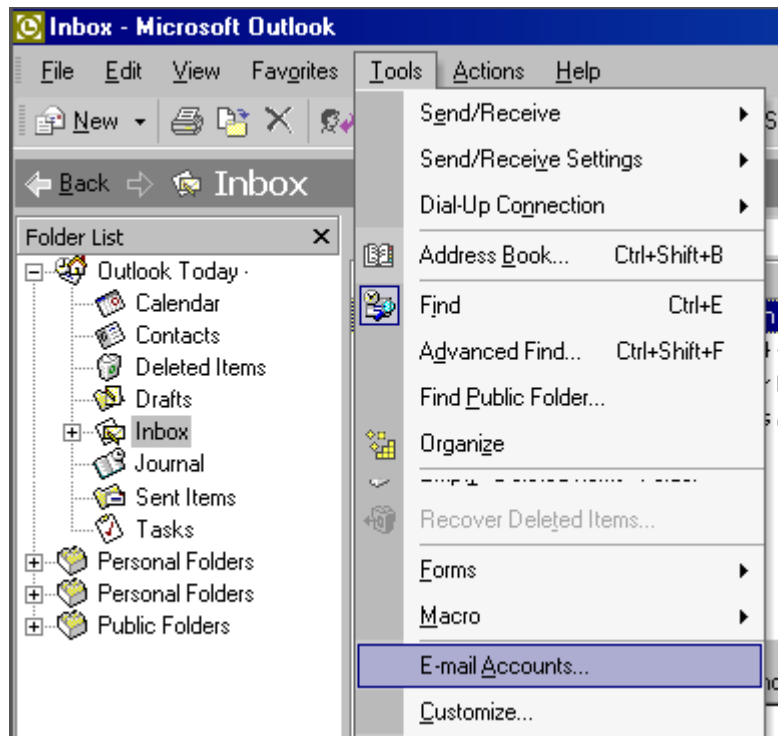


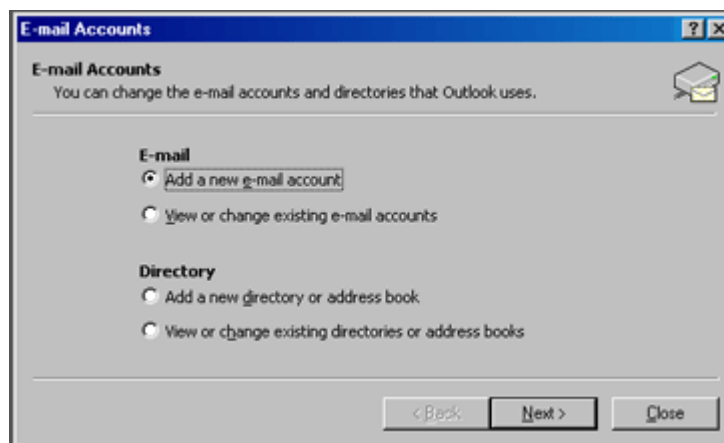
# How to configure Outlook and Outlook Express for my E-Mail Accounts

## Outlook

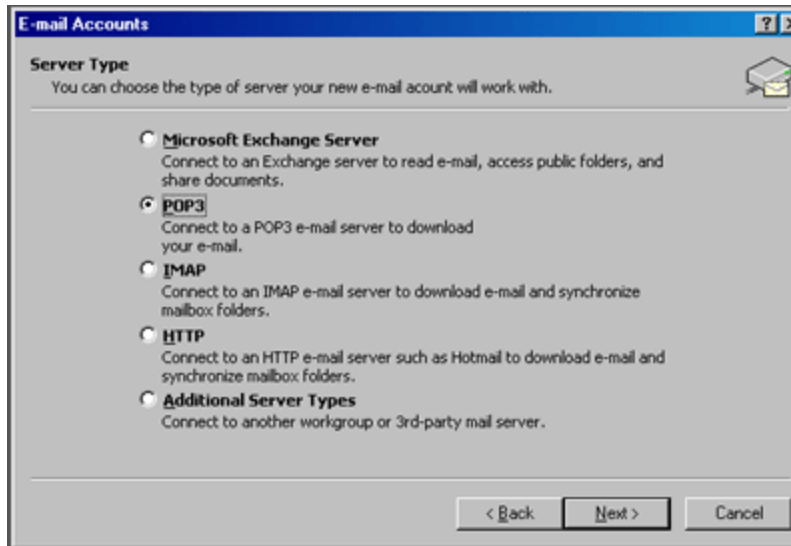
1. In Outlook, go to the **Tools** menu and click on **Email Accounts**.



2. Select **Add a new email account** and then click **Next**.



3. Select **POP3** and then click **Next**.



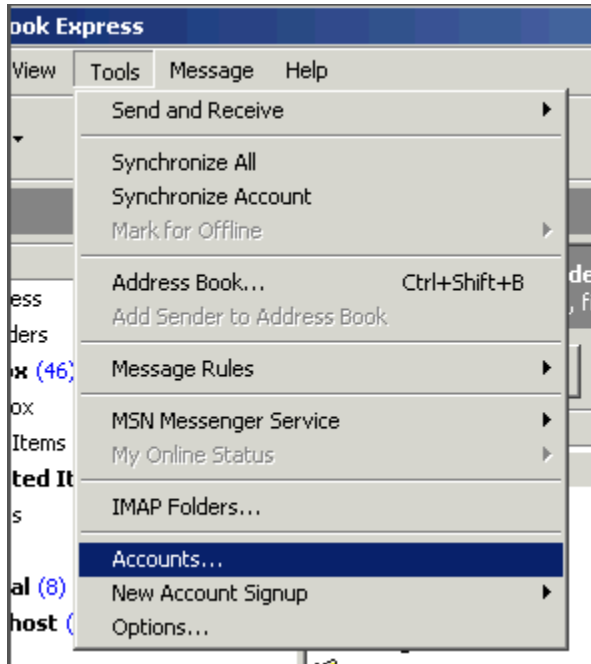
4. Enter your email information:

- **Your Name:** User's Name
- **Email Address:** [info@kenya.com](mailto:info@kenya.com)
- **Incoming Mail server (POP3):** [pop.callkeynetworks.co.ke](http://pop.callkeynetworks.co.ke)
- **Outgoing Mail server (SMTP):** [smtp.callkeynetworks.co.ke](http://smtp.callkeynetworks.co.ke)
- **User Name:** [info@kenya.com](mailto:info@kenya.com)
- **Password:** password provided

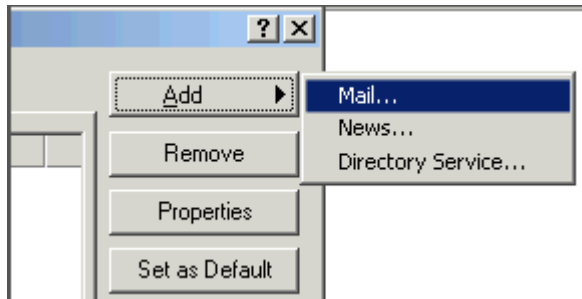


# Outlook Express

1. In Outlook Express, go to the **Tools** menu. Click on **Accounts...**



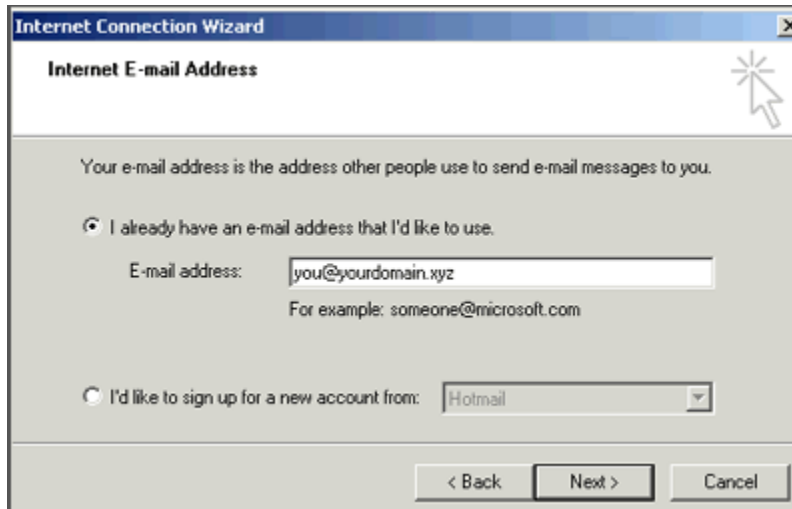
2. A box will appear. Click **Add** and select **Mail**.



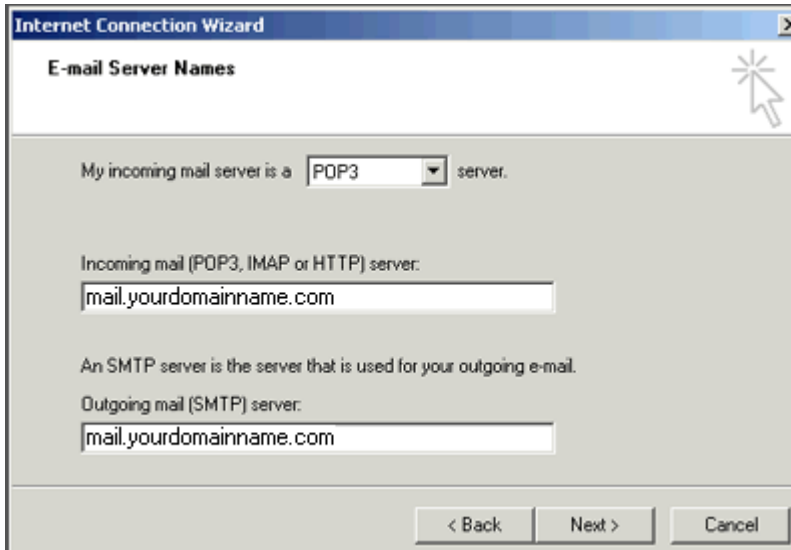
3. Enter your name as you want it to appear on your emails and click **Next**.



4. Put in your email address, [info@kenya.com](mailto:info@kenya.com), and then click **Next**.



1. Server type is **POP3** and
2. **Incoming Mail server (POP3):** [pop.callkeynetworks.co.ke](http://pop.callkeynetworks.co.ke)
3. **Outgoing Mail server (SMTP):** [smtp.callkeynetworks.co.ke](http://smtp.callkeynetworks.co.ke)



Click on **Next**.

5. Next, enter your email address for the **Account Name**. [info@kenya.com](mailto:info@kenya.com)



- 6.
7. Click **Next** and then click **Finish**. After you click **Finish**, you should see the following window.