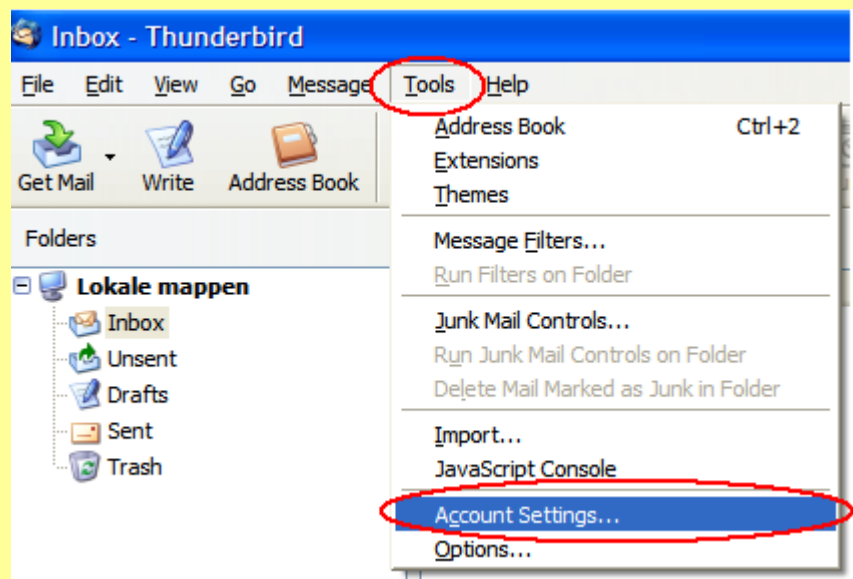
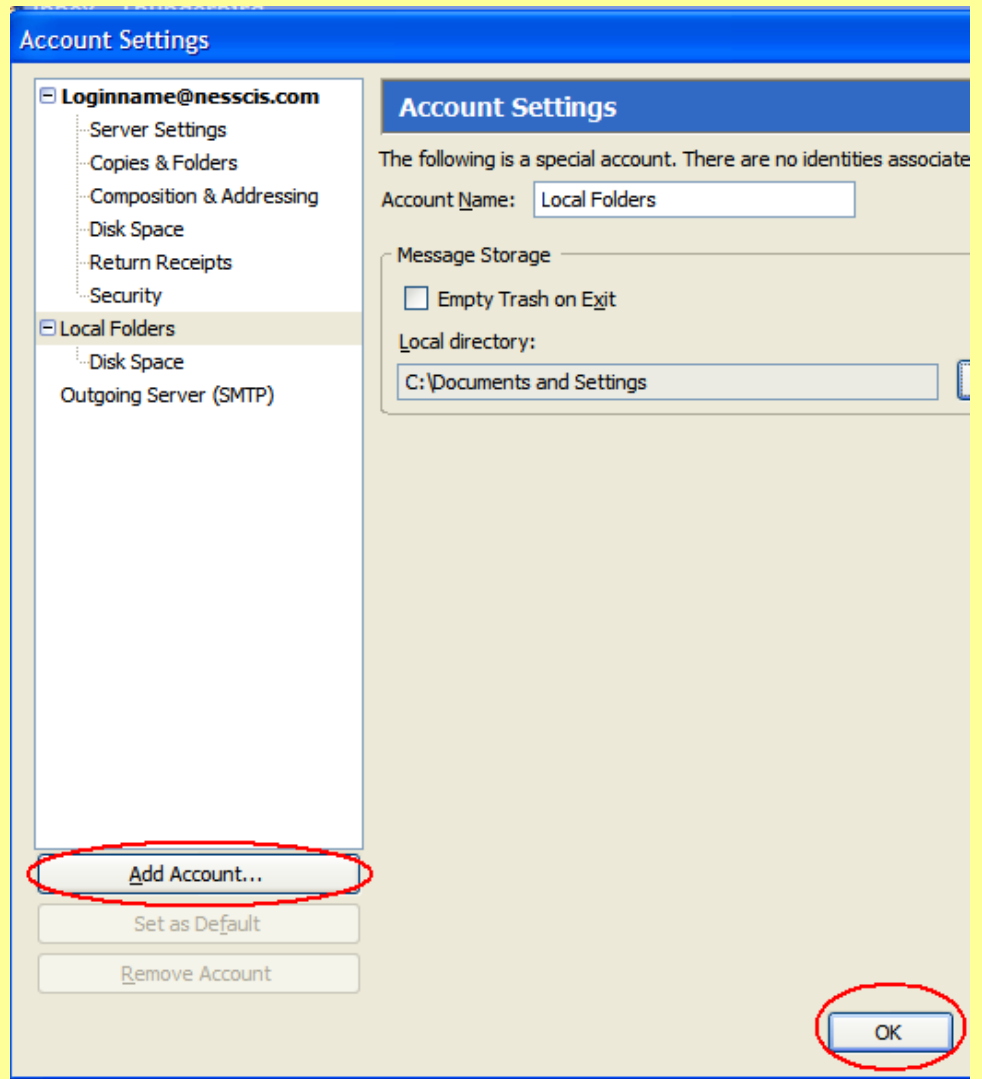


# Settings for Mozilla Thunderbird

**Step 1** Nesscis assumes that Thunderbird is installed correctly on your PC. Execute Thunderbird and select - **Tools** and click **Account Settings...**



**Step 2** Click on - **Add account...** to create a new account. Click - **OK**



Step 3 Select [Email account](#) and click [Next >](#).

**Account Wizard** [X]

**New Account Setup**

In order to receive messages, you first need to set up a Mail or Newsgroup account.

This Wizard will collect the information necessary to set up a Mail or Newsgroup account. If you do not know the information requested, please contact your System Administrator or Internet Service Provider.

Select the type of account you would like to set up:

- Email account**
- RSS News & Blogs
- Newsgroup account

< Back **Next >** Cancel

Step 4 Enter the email address supplied by Nesscis in the [Email address](#) field and click [Next >](#).

**Account Wizard** [X]

**Identity**

Each account has an identity, which is the information that identifies you to others when they receive your messages.

Enter the name you would like to appear in the "From" field of your outgoing messages (for example, "John Smith").

Your Name:

Enter your email address. This is the address others will use to send email to you (for example, "user@example.net").

Email Address:

< Back **Next >** Cancel

### Step 5

Select **POP** as incoming server type.

Enter **pop3.nesscis.com** in the - **Incoming Server**: field.

Enter **smtp.nesscis.com** in the **Outgoing Server**: field.

Click - **Next >**.

**Account Wizard**

**Server Information**

Select the type of incoming server you are using.

POP  IMAP

Enter the name of your incoming server (for example, "mail.example.net").

Incoming Server:

Uncheck this checkbox to store mail for this account in its own directory. That will make this account appear as a top-level account. Otherwise, it will be part of the Local Folders Global Inbox account.

Use Global Inbox (store mail in Local Folders)

Enter the name of your outgoing server (SMTP) (for example, "smtp.example.net").

Outgoing Server:

< Back **Next >** Cancel

### Step 6

Enter the username supplied by Nesscis in the - **Incoming User Name**: field.

Enter also in the - **Outgoing User Name**: field, the same username supplied by Nesscis.

Click - **Next >**.

**Account Wizard**

**User Names**

Enter the incoming user name given to you by your email provider (for example, "jsmith").

Incoming User Name:

Enter the outgoing user name given to you by your email provider (this is typically the same as your incoming user name).

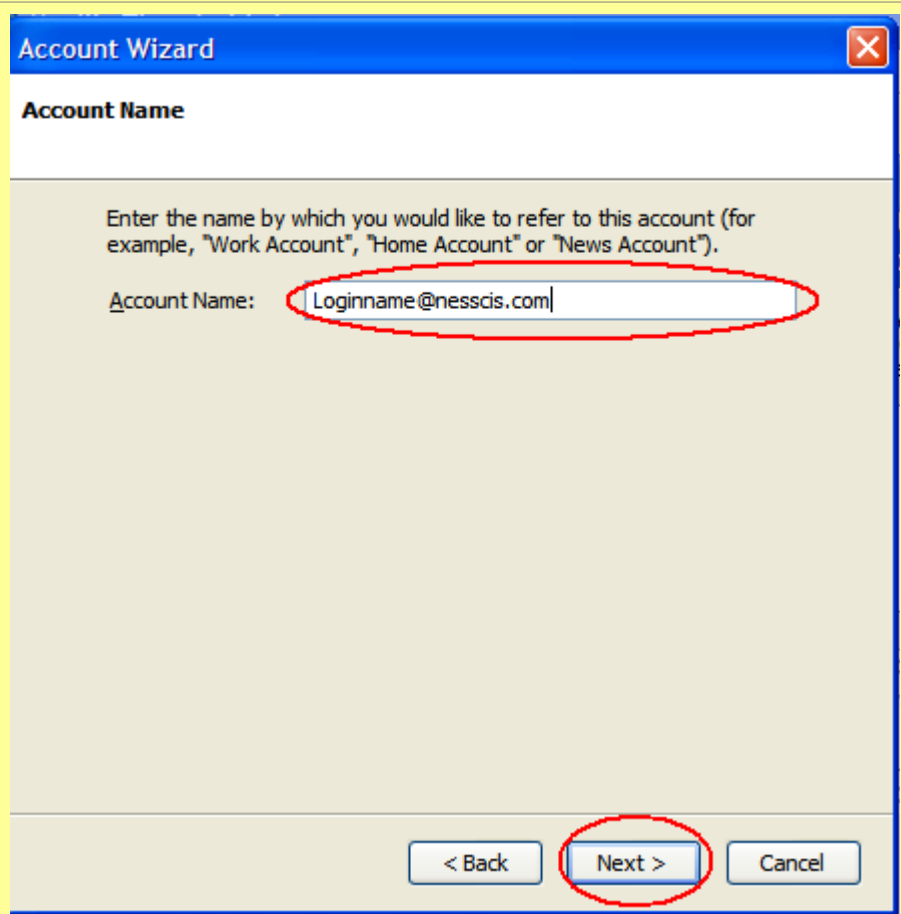
Outgoing User Name:

< Back **Next >** Cancel

Step 7

Enter in field – [Account Name](#): any description you want to use to recognize your Nesscis account.

Click – [Next >](#).

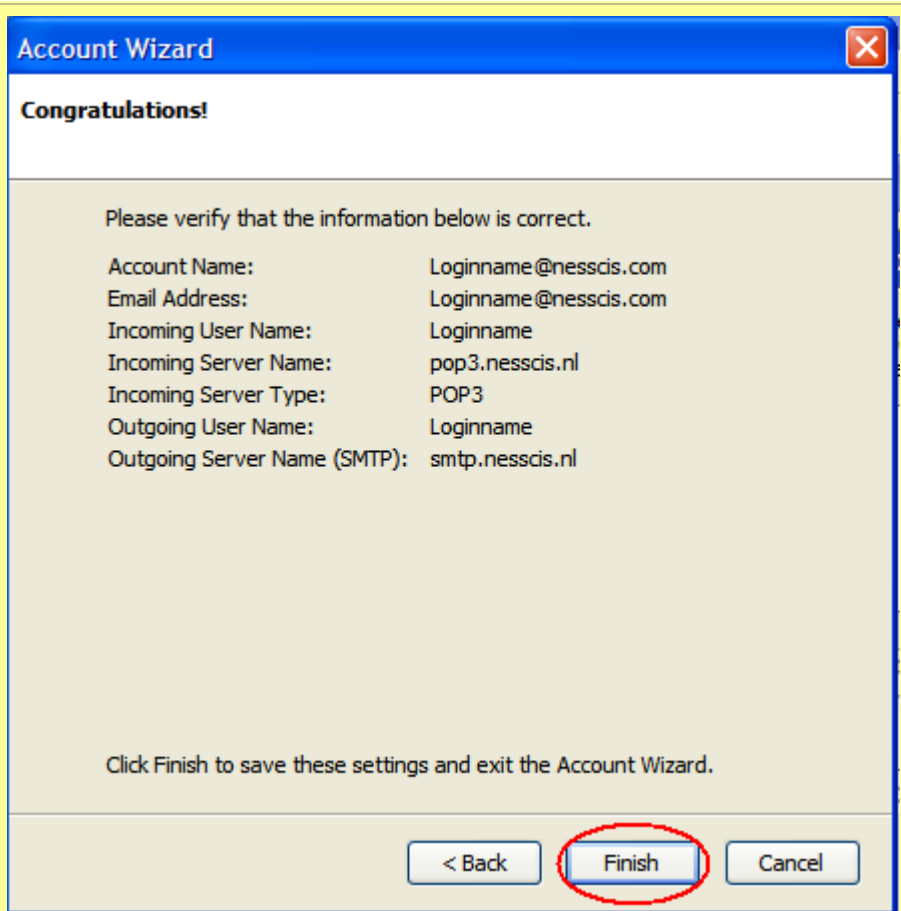


Step 8

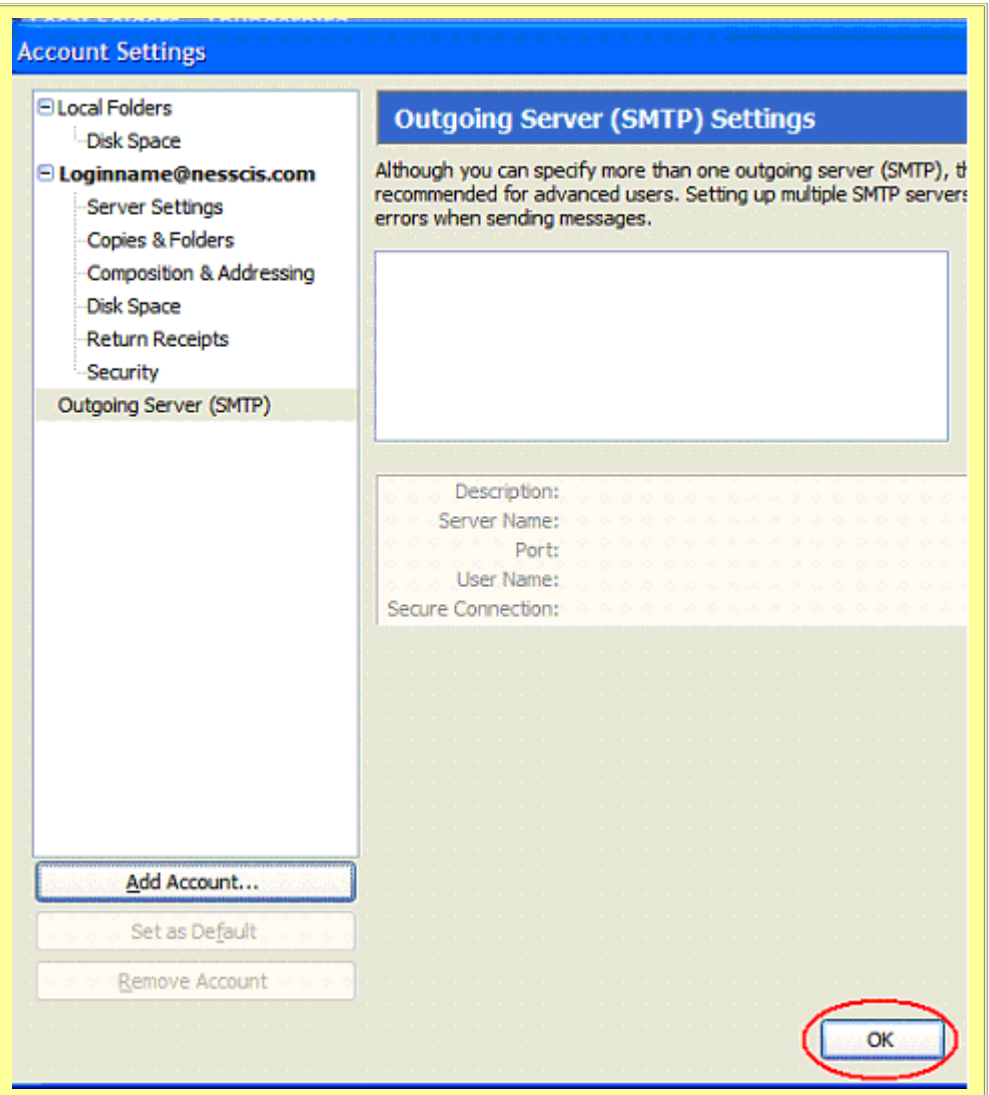
Click - [Finish](#).

You have entered the general settings for your mail account.

For more information about your settings for your account we want you to refer the [Help](#) function in your application or email your questions to [support@nesscis.nl](mailto:support@nesscis.nl).



Step 9 Click OK



**Note** The first time you log in using Thunderbird your password will be requested.

Enter the password supplied by NessCis in the field [Enter your password for ...](#)

Select – [Use Password Manager ...](#) if you want Thunderbird to remember your password.

Click **OK**

