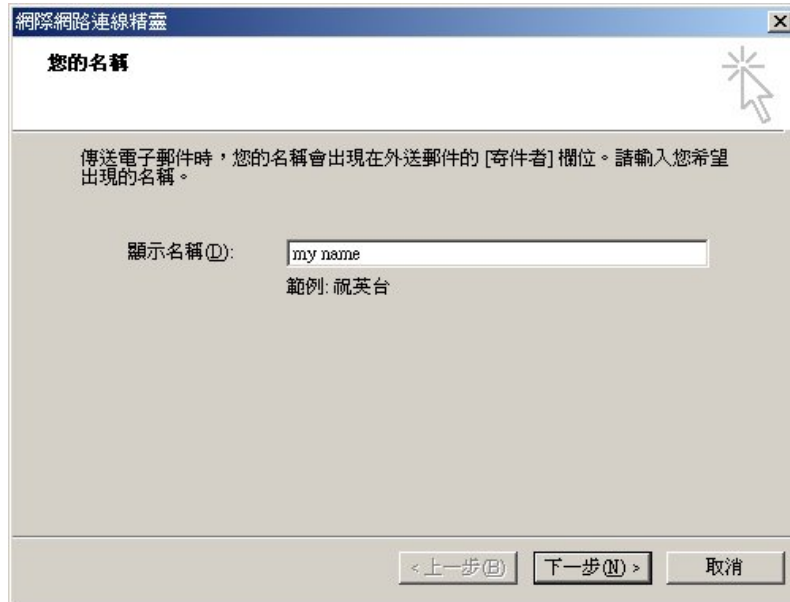


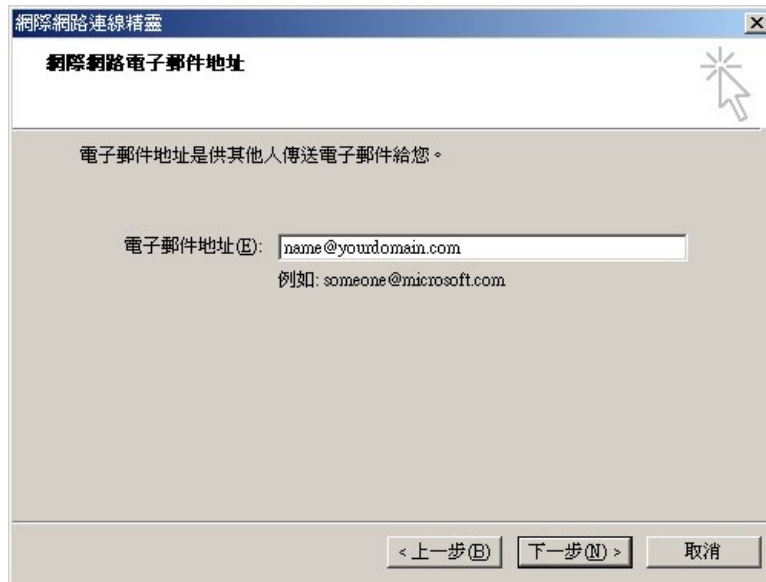
備註：以下步驟及介面圖像只供用戶參考，用戶需有相關經驗和知識；或找有相關經驗的電腦技術人員幫助設定。

如何設定 Outlook Express

1. 開動視窗，用滑鼠押下開始，並選擇 "Outlook Express"
2. 選擇 "工具" > "帳號" > "新增" > "郵件" > 輸入顯示名稱，然後按 "下一步"



3. 輸入你的電郵地址，然後按 "下一步"



4. 在“我的內送郵件伺服器是”的選擇欄裏，選擇 “POP3” 伺服器，然後在“內收郵件(POP3) 伺服器” 欄內，輸入 pop.domain.com.hk；在“外寄郵件伺服器 - SMTP” 欄內，輸入你的 SMTP 伺服器，然後按“下一步”

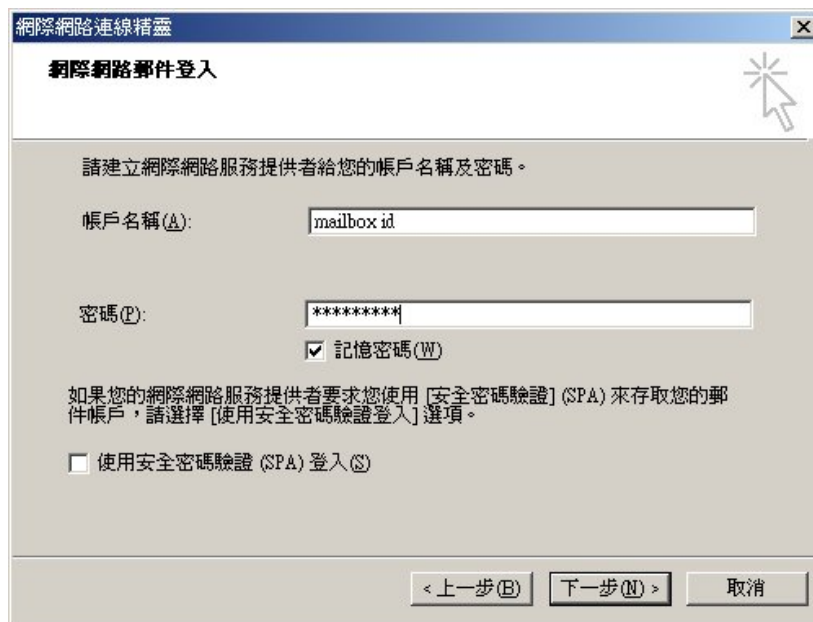


The screenshot shows a window titled "網際網路連線精靈" (Internet Network Connection Wizard) with a sub-header "電子郵件伺服器名稱" (Email Server Names). The main content area contains the following text and input fields:

- "我的內送郵件伺服器是(S) [POP3] 伺服器。" (My incoming mail server is [POP3] server.)
- "內收郵件 (POP3、IMAP 或 HTTP) 伺服器(I):" (Incoming mail (POP3, IMAP or HTTP) server (I):) with the input field containing "pop.domain.com.hk".
- "SMTP 伺服器是處理外送郵件的伺服器。" (SMTP server is the server that handles outgoing mail.)
- "外寄郵件伺服器 - SMTP(O):" (Outgoing mail server - SMTP (O):) with the input field containing "your broadband smtp server".

At the bottom, there are three buttons: "< 上一步(B)" (Previous), "下一步(N) >" (Next), and "取消" (Cancel).

5. 在“Internet 郵件登入”的畫面內，於“帳號名稱”方格內，輸入你的使用者名稱 (Login ID)，及於“密碼”方格內，輸入你的使用者密碼 (password)，然後按“下一步”

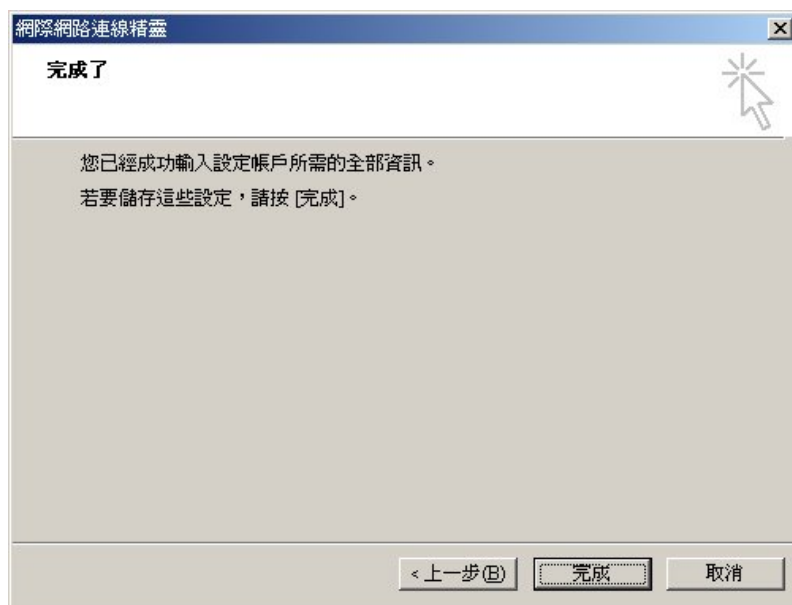


The screenshot shows a window titled "網際網路連線精靈" (Internet Network Connection Wizard) with a sub-header "網際網路郵件登入" (Internet Mail Login). The main content area contains the following text and input fields:

- "請建立網際網路服務提供者給您的帳戶名稱及密碼。" (Please create an account name and password for your Internet service provider.)
- "帳戶名稱(A):" (Account name (A):) with the input field containing "mailbox id".
- "密碼(P):" (Password (P):) with the input field containing "*****".
- A checked checkbox labeled "記憶密碼(W)" (Remember password (W)).
- Text: "如果您的網際網路服務提供者要求您使用 [安全密碼驗證] (SPA) 來存取您的郵件帳戶，請選擇 [使用安全密碼驗證登入] 選項。" (If your Internet service provider requires you to use [Secure Password Authentication] (SPA) to access your mail account, please select the [Use Secure Password Authentication Login] option.)
- An unchecked checkbox labeled "使用安全密碼驗證 (SPA) 登入(S)" (Use Secure Password Authentication (SPA) login (S)).

At the bottom, there are three buttons: "< 上一步(B)" (Previous), "下一步(N) >" (Next), and "取消" (Cancel).

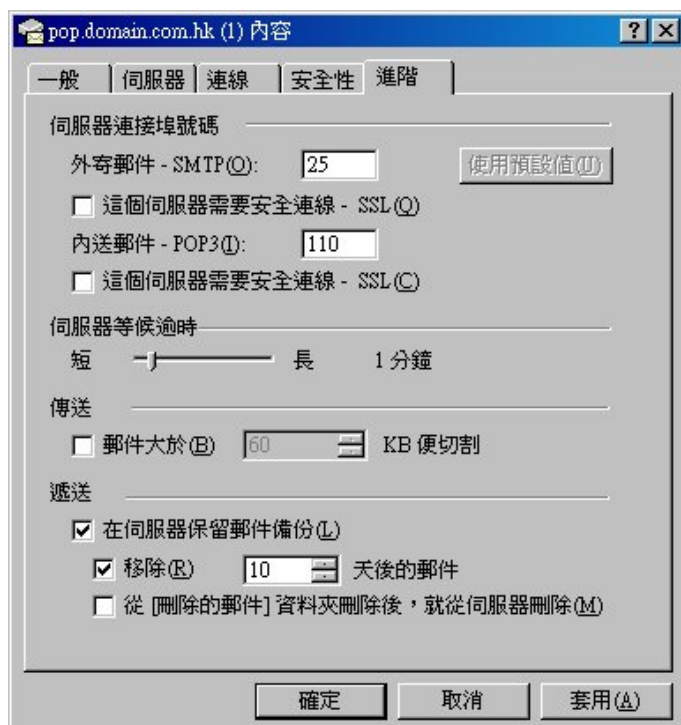
6. 按“完成”鍵便可完成



7. 如何設定 Outlook Express 在伺服器保留郵件備份

7.1 在 Outlook Express，選擇“工具”>“帳號”>“郵件”>“內容”

7.2 選擇“進階”，在“遞送”部分，選擇“在伺服器保留郵件備份”。如果需要 Outlook 清除舊郵件，選擇“移除”及設定天數，然後按“確定”



7.3 按“關閉”鍵便可完成