

Accessing Email On the Prairieland Server

There are 2 ways to access your email account from a Prairieland server, web mail and a local email client such as MS Outlook. In either case, the basic information needed for each email account is a User Name (email address) and a Password.

Web Mail

Goto: www.(your_domain_name)/webmail where a password dialog box will appear
ENTER Email address and Password
CHOOSE Which webmail reader you would like to use

Local Email Client

All email client programs, such as MS Outlook, that download mail from your server to your local computer (and delete the email on the server) require the same information but may be entered in a different order. The following is what will be required to access your email through a client.

Email Your email address
User Name: Your email address
Password: Assigned password
 (CHECK: Remember Password)
POP3: mail.(your domain name)
SMTP: mail.(your domain name)
 (In some cases, it is best to use your local ISP's assigned SMTP)

Advanced Settings

CHECK My outgoing server (SMTP) requires authentication if using your domain
CHECK: Use same settings as my incoming mail server

Port Numbers

Incoming POP3: 110
Incoming IMPA: 143
Outgoing SMTP: 25
Mobile SMTP: 2525

In Outlook, other pieces of information are just used to identify this account and how handles email. These setting such as 'Reply email address' and 'Mail Account Name' are at your discretion.

PROBLEMS CONNECTING – try these settings

1 Use a + instead of the @ in the user name email address