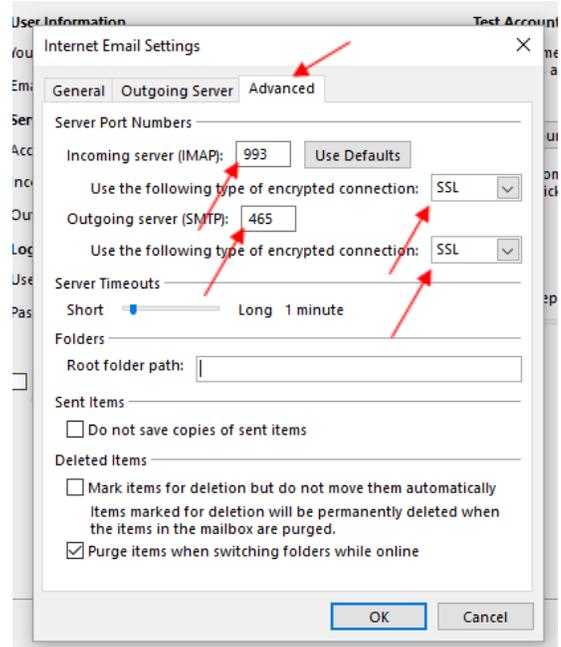
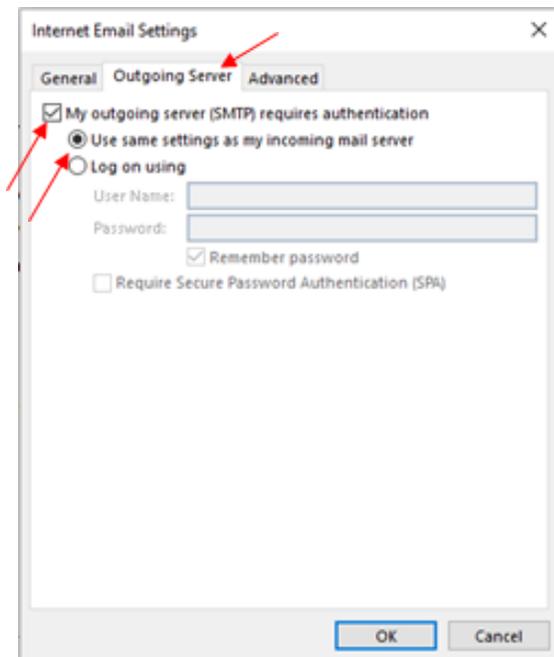
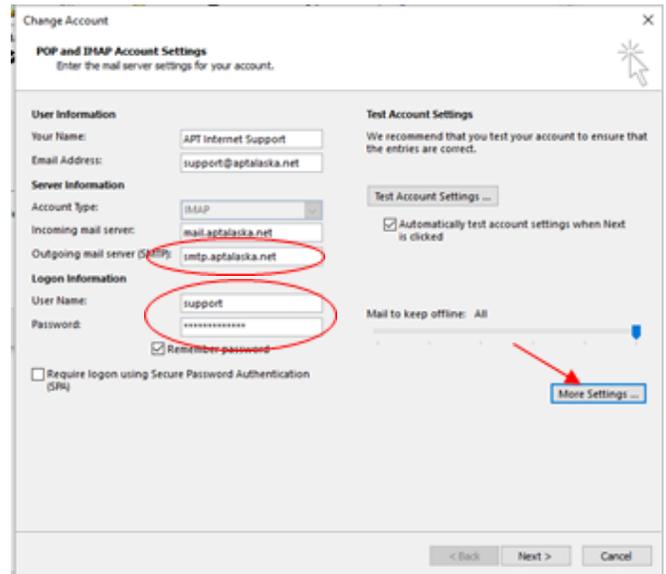
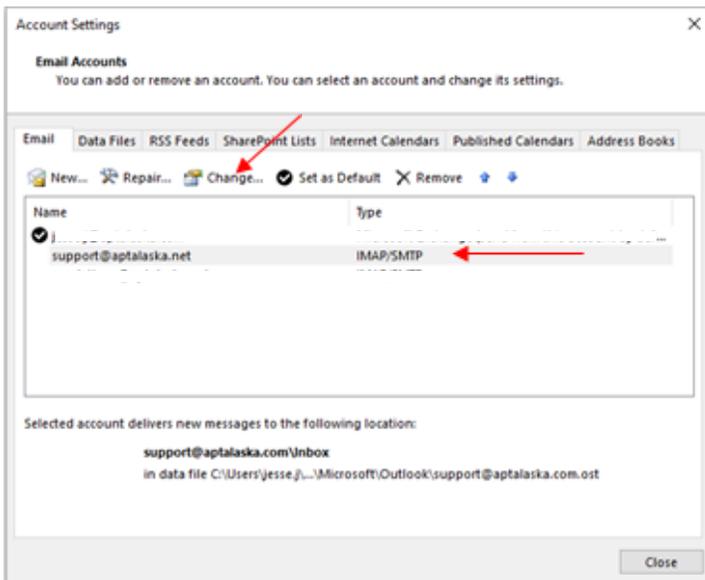


# APT Outlook/Thunderbird/Mail Settings Update

If you use Outlook –

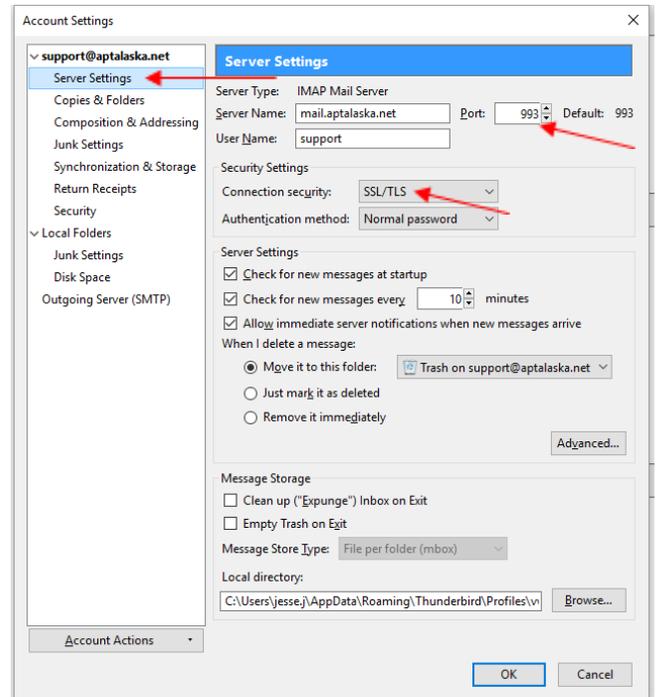
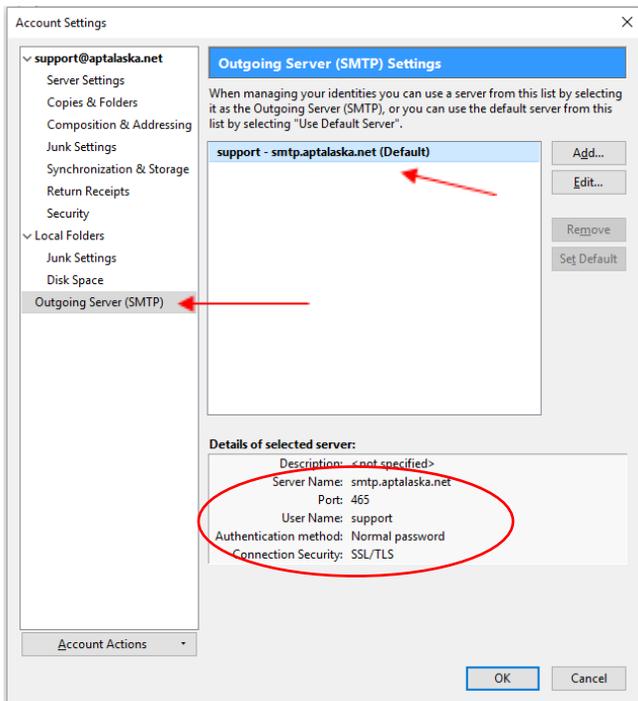
1. Select the File tab and click on Account Settings and the Account Settings again.
2. Select your aptalaska.net email account and click Change.
3. Verify that your username (the part of your email address before the @) and password are entered correctly and Outgoing Mail Server is set to smtp.aptalaska.net. Do not check the SPA box.
4. Click on More Settings.
5. Click the Outgoing Server tab of the box that opens.
6. **Check the box for “My outgoing server (SMTP) requires authentication” and select “Use same settings as my incoming mail server.”**
7. Click on the Advanced Tab and verify that the type of encrypted connection is set to SSL and the port numbers are set correctly. NOTE: IMAP settings are what is recommended but if your account type is set to POP3 you will need to use 995 for the Incoming Server instead of what is shown here.
8. Click OK to close that window.
9. Click Next. If the test was successful please click Close, then Finish on the next screen.



# Outlook/Thunderbird/Mail Settings Update

If you use Thunderbird –

1. Right click on your email address in the menu on the left hand side of the screen and select Settings.
2. Click on Outgoing Server (SMTP) at the bottom of the menu on the left hand side of the screen, then select the smtp.aptalaska.net server from the list (if you have one, if not you will need to create one or contact Help Desk for assistance).
3. In the “Details of Selected Server:” section you will need to verify that the Server Name shows as smtp.aptalaska.net, the User Name is correct (the first part of your email address before the @), that the Authentication method shows Normal password, Connection Security is SSL/TLS and Port is 465.
4. If any of these are incorrect, please click the Edit button and make the appropriate changes.
5. Next, go up to Server Settings. Verify that the port is set to 993 and Connection Security is set to SSL/TLS.  
NOTE: IMAP settings are what is recommended but if your account type is set to POP3 you will need to use 995 for the Incoming Server instead of what is shown here.
6. Click OK.



# AP&T Outlook/Thunderbird/Mail Settings Update

If you use Mac Mail –

1. With Mail open, Click on Mail in the menu at the top of the screen and select Preferences.
2. Select your AP&T email account from the menu at the left, then select the Server Settings tab.
3. Under Incoming Mail Server verify that Use TLS/SSL is checked and the port number is correct. NOTE: IMAP settings are what is recommended but if your account type is set to POP3 you will need to use 995 for the Incoming Server instead of what is shown here.
4. Under Outgoing Mail Server (SMTP) verify that your User Name is correct (the part of your email address before the @), that you have a password entered and that the Host Name is set to smtp.aptalaska.net.
5. **Next, uncheck the box that says “Automatically manage connection settings”.**
6. From the drop-down menu under Authentication select “Password”, then verify that Use TLS/SSL is checked and the port number is correct.
7. Finally, click the red circle (X) to close that window.

