

Mail Server: Outlook Express

1. Open Outlook Email Client
2. Select “**Tools**” then select “**Accounts**” from the dropdown list
3. Select the Mail tab
4. Click on your email account to highlight
5. Select “**Properties**” on the right
6. Select the “**Servers**” tab
7. In the **INCOMING** POP3 Server box, change to: email.bitbroadband.com
8. In the **OUTGOING** SMTP Server box, change to: smtp.bitbroadband.com
9. Change “username” or “account name” to your *Buggs Island* email address
Ex: username@bitbroadband.com
10. Click the “**Advanced**” tab. Look underneath **Server Port Numbers** at
Outgoing Mail (SMTP) and enter **587** in the Outgoing Port field. **UNCHECK**
the Secure Connection (SSL) box. **(463 for IMAP)**
11. For **Incoming Mail** (POP3) enter **995** in the Incoming Port field and **CHECK**
the box “This server requires a Secure Connection (SSL). **(993 for IMAP)**”
12. Click “**Apply**”, then click “**OK**”
13. Close “Internet Properties” box.
14. If you get an Internet Security Warning stating, “The server you are
connected to is using a security certificate that could not be verified”, click
YES.