Setup Instructions for Email Setup and Authentication

User Manual

Version: 2.0

Wctel.net

Examples: mail.wctel.net
smtp.wctel.net

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Email Authentication

What is Authentication?

SMTP Authentication is a transparent mechanism for our mail server to verify who you are. The server asks for your user name and password, which your mail program passes on. If you are verified as being a "real" WCTEL.NET user, then you'll be able to send and receive your email messages.

What is it used for?

In the fight to stop Spam (junkmail, Unsolicited Commercial email, etc.), the rules that apply to mail servers acceptance of mail are getting ever stronger.

In order to set up mail clients to use SMTP Authentication, the following instructions should be used. Basically, SMTP Authentication needs to be enabled and set up to use the email address and password of the user in question.

Below are instructions and screen shots for the most common mail software currently in use. Simply select the email client that you currently use from the list below. There you will find step by step instructions on how to change your email settings.

Email Setup Instructions:

Outlook 2013

Step 1:

Open Outlook, you may be prompted immediately to add an account, if so proceed to step 2.

If you are not immediately prompted to add an account, go to File → 'Add Account' as shown in Fig 1.

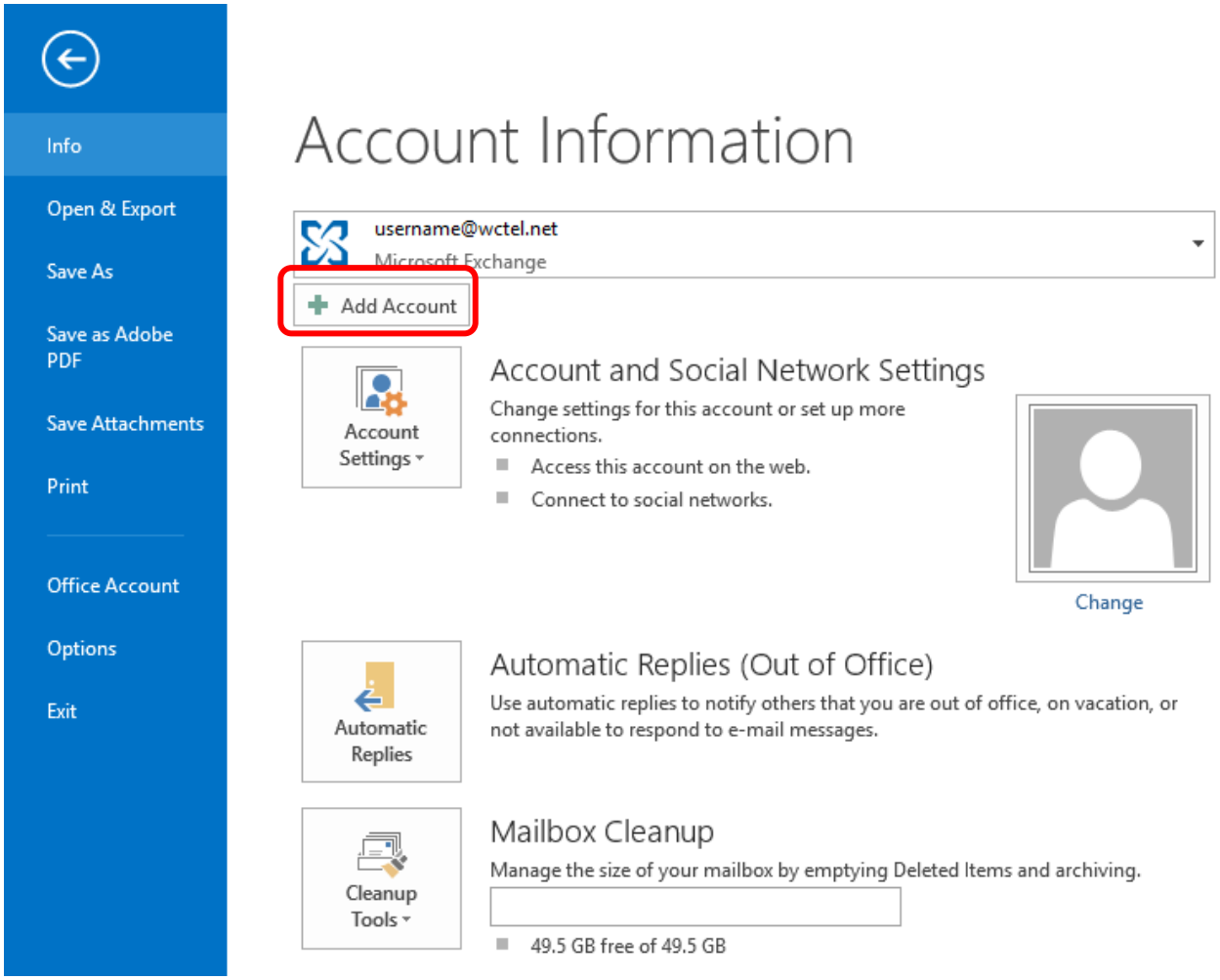

Fig 1

Step 2:

When the Add Account dialog box appears, select ‘Email Account’ as shown in Fig 2. Enter your name, your full email address and your password. Then click ‘Next >’

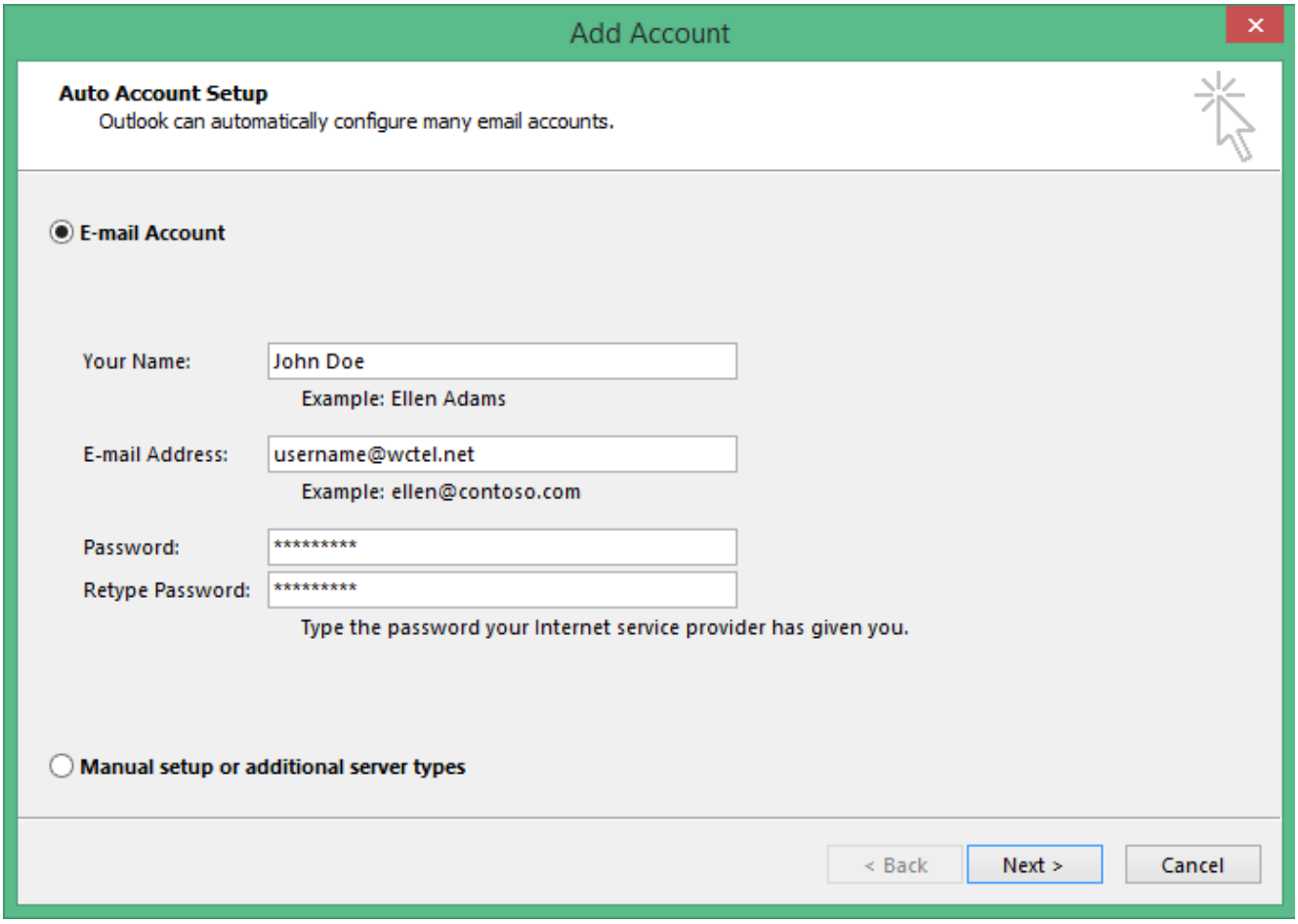

Fig 2

Step 3

Outlook should automatically setup the account as shown below in Fig 3. Click ‘Finish’.

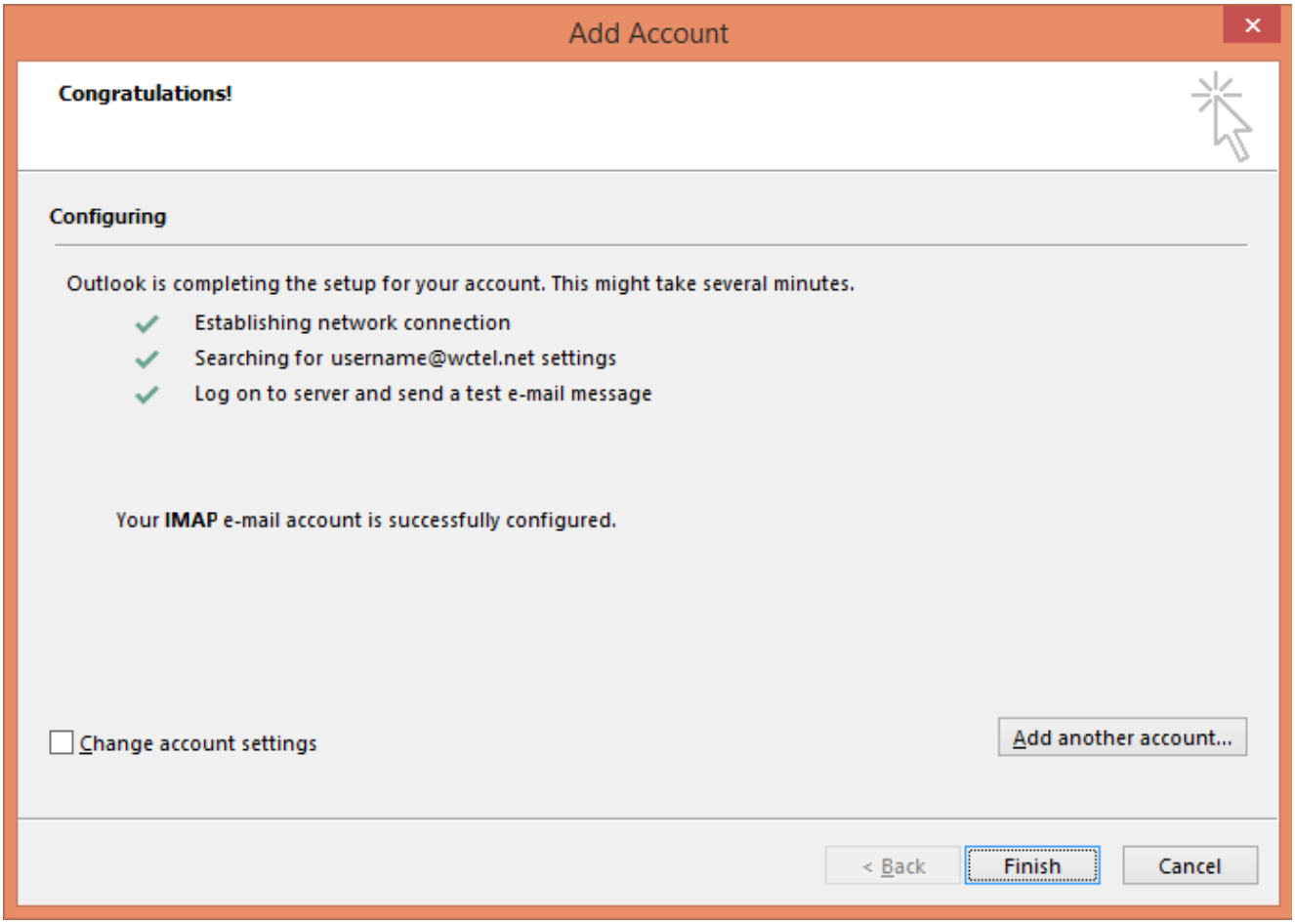

Fig 3

Mozilla Thunderbird

Step 1:

Open the Mozilla Thunderbird mail client, then click ‘Email’ → ‘Skip this and use my existing email’ as shown below in Fig 4-A.

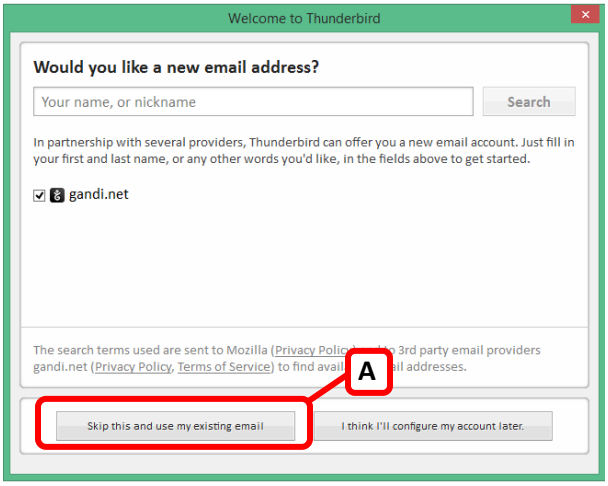

Fig 4

Step 2:

When the dialog box appears, enter your name, email address, and password then select ‘Continue’. See below in Fig 5.

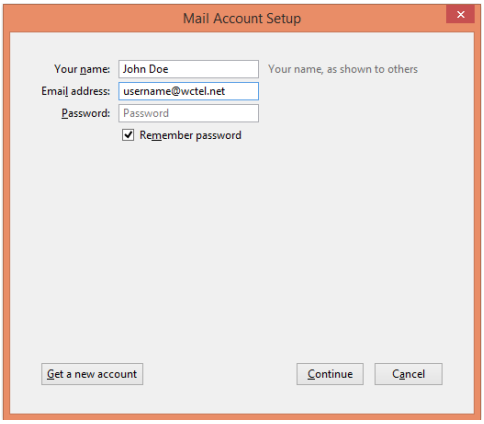

Fig 5

Step 3:

Click on ‘Manual config’ as shown in Fig 6-A.

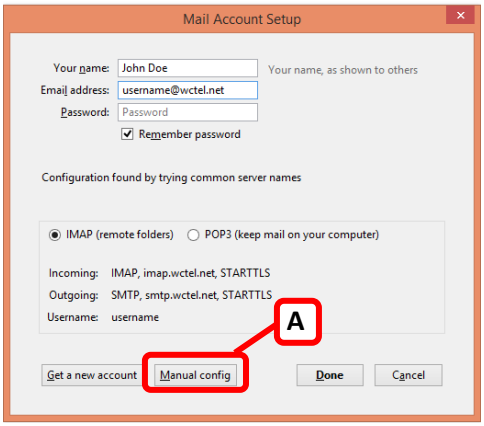

Fig 6

Step 4:

Change SSL for both Incoming and Outgoing servers to ‘SSL/TLS’, Fig 7-A.

Change ‘Username’ for both Incoming and Outgoing servers to your full email address, Fig 7-B.

Click ‘Done’ to complete setup. (You may have to click ‘Re-test’ if ‘Done’ is not an option).

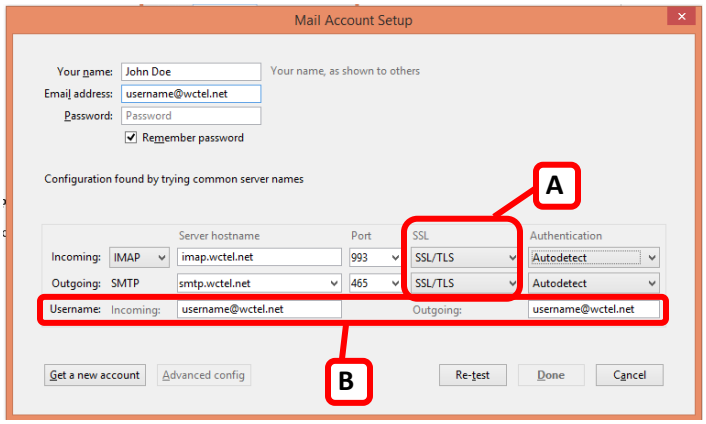

Fig 7

Mail for Mac Computer

Step 1:

Open ‘Mail’

You should be prompted to enter account information, if so please continue to step 2.

If you are not prompted, go to ‘Mail’ → ‘Add Account’ as shown in Fig 8.

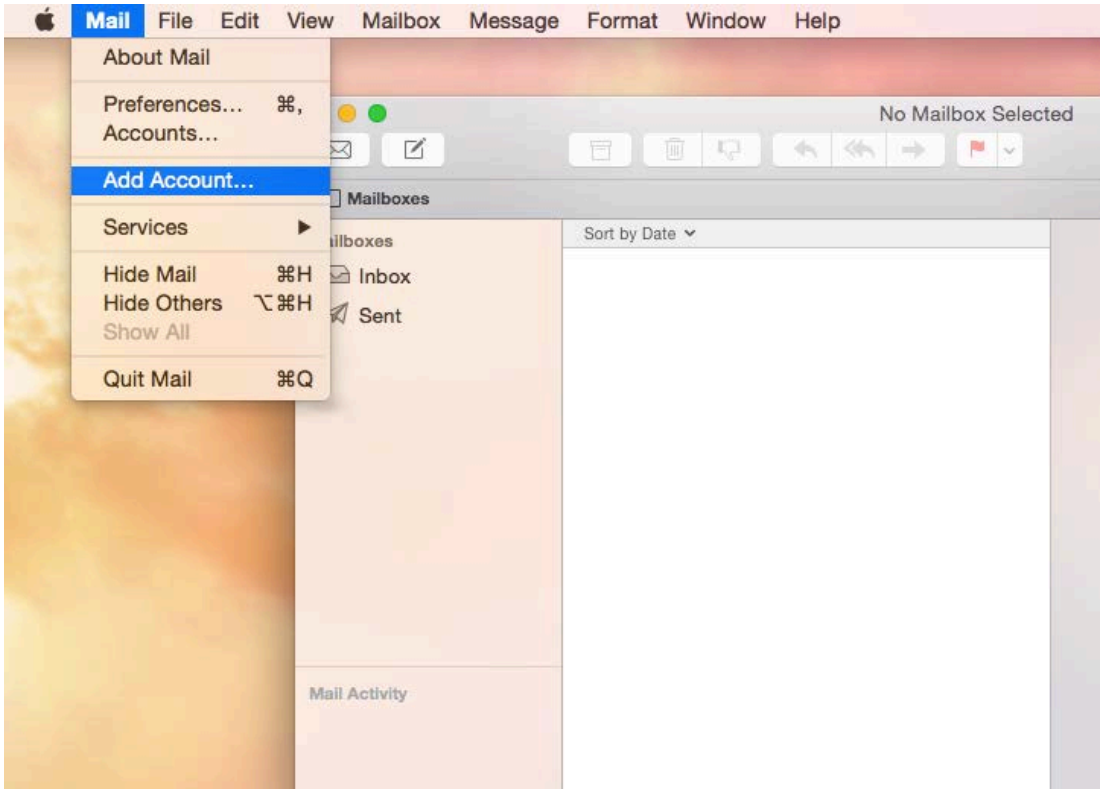

Fig 8

Step 2:

Choose a mail account to add, select ‘Add Other Mail Account’ as shown in Fig 9. Click ‘Continue’

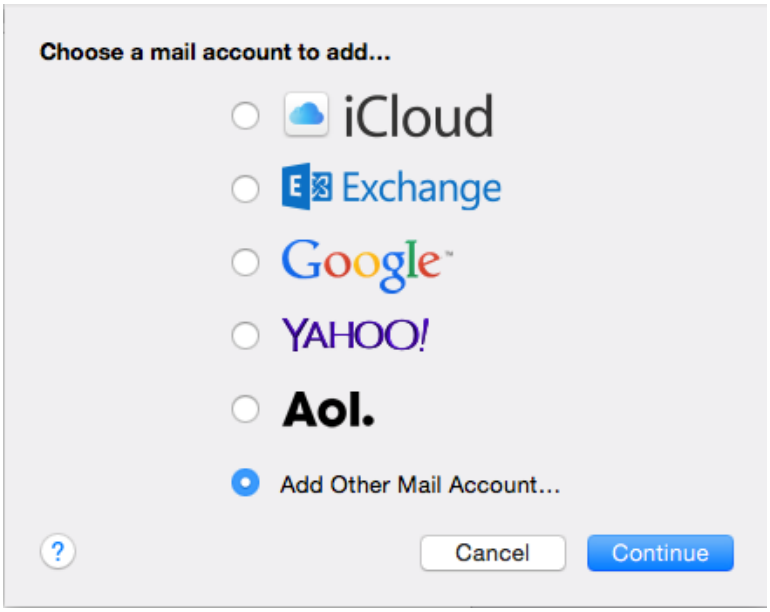

Fig 9

Step 3:

Enter your name, email address and password. (Fig 10) Click ‘Create’

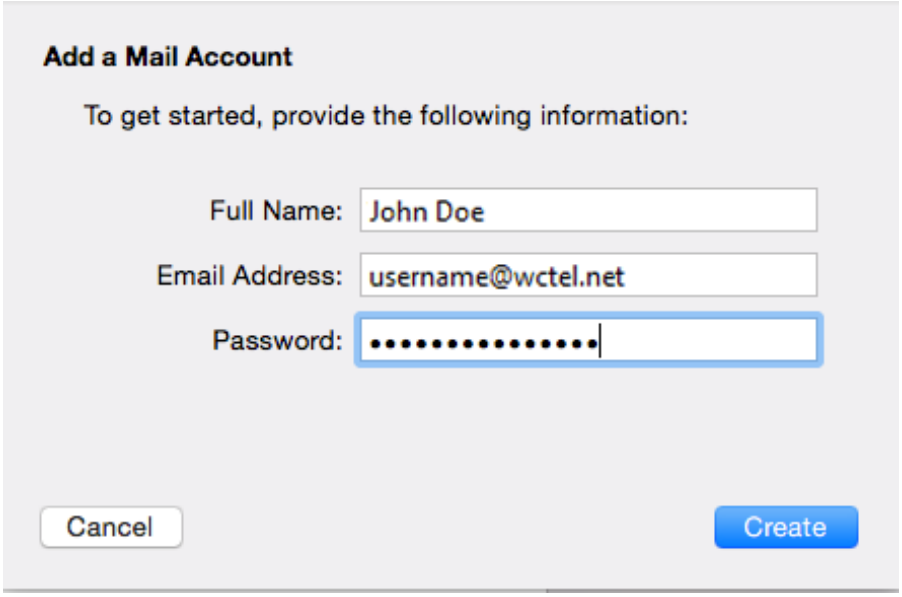

Fig 10

(Continued)

You will see a message appear as shown in Fig 11. Click ‘Next’

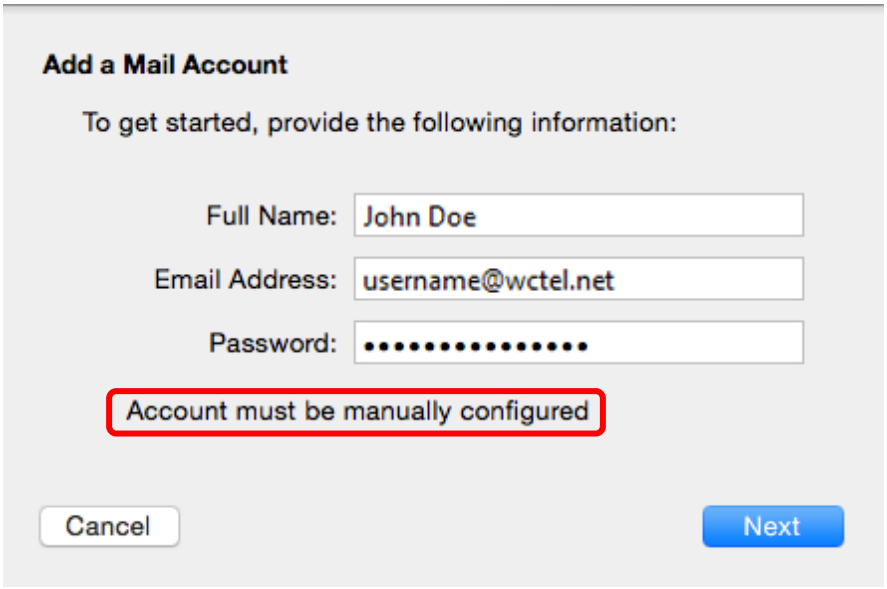

Fig 11

Step 4:

Enter incoming server as: mail.wctel.net

Enter your full email address beside ‘User Name’ and enter password. Click ‘Next’

Example shown below in Fig 12.

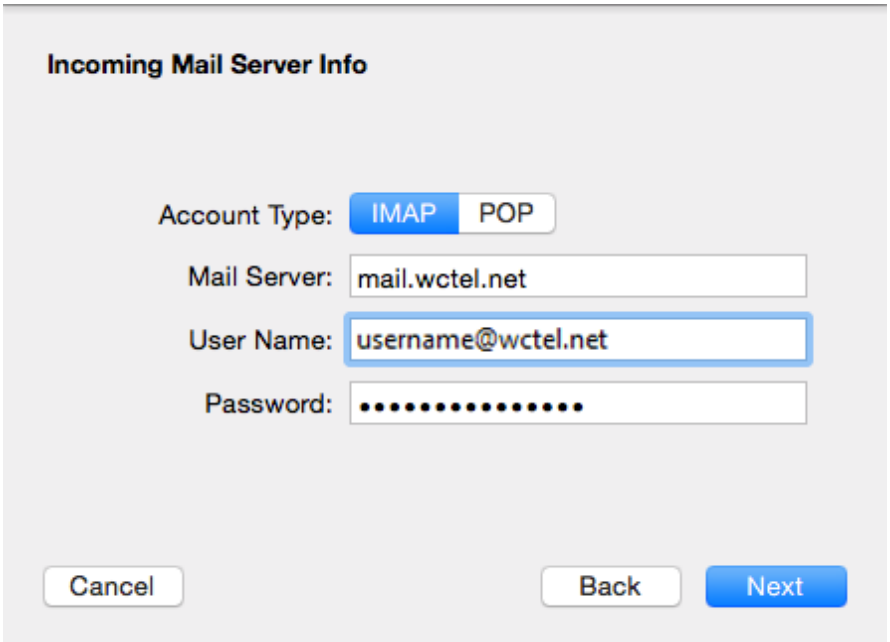

Fig 12

Step 5:

Enter outgoing server as: smtp.wctel.net

Enter your full email address beside ‘User Name’ and enter password. Click ‘Next’

Example shown below in Fig 13.

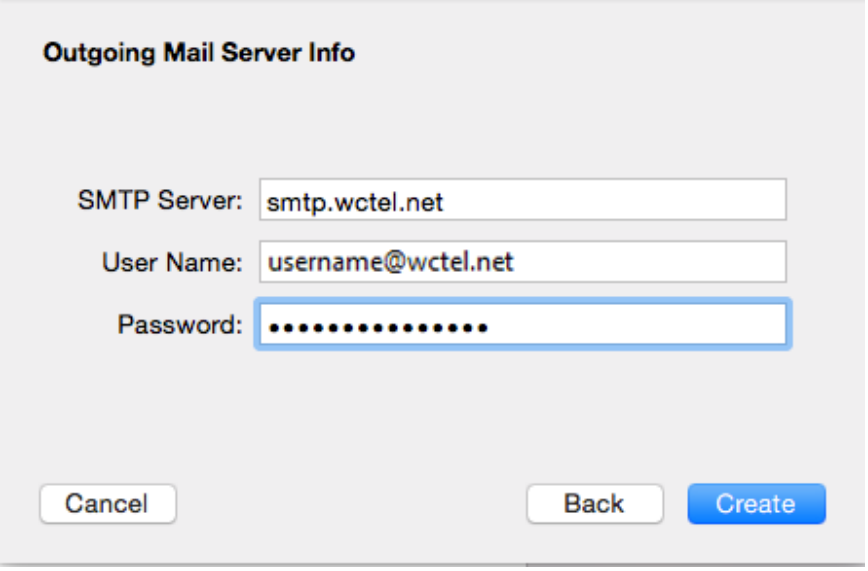

Fig 13

Mail for iPhone

Step 1:

Go to ‘Settings’ → ‘Mail, Contacts, Calendars’

Click on ‘Add Account’ as shown in Fig 14.

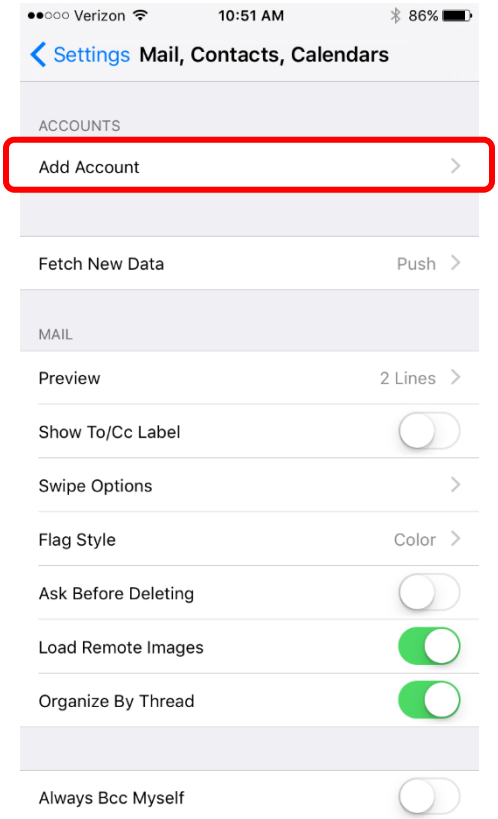

Fig 14

Step 2:

Select ‘Other’ as shown in Fig 15.

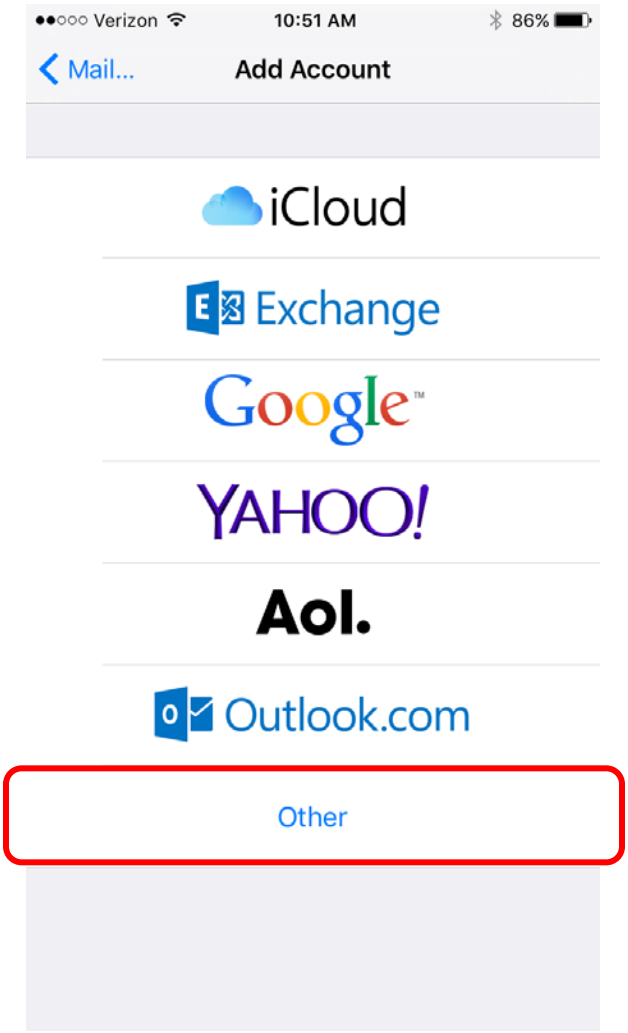

Fig 15

Step 3:

Select ‘Add Mail Account’ as shown in Fig 17.

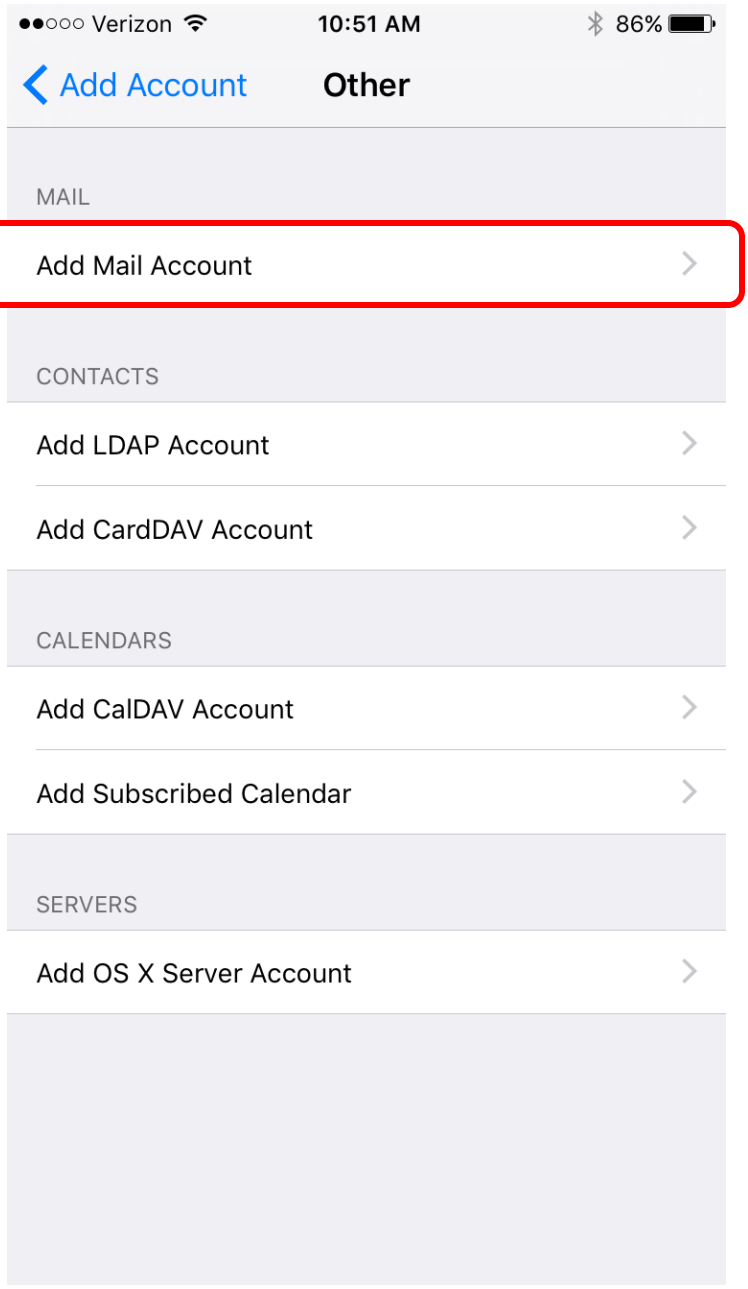

Fig 17

Step 4:

Enter your full name, full email address, and password as shown in Fig 18.

Note: The ‘Description’ is how the email address will be listed on your phone.

Your ‘Name’ is how your name will appear in the sender line of an email.

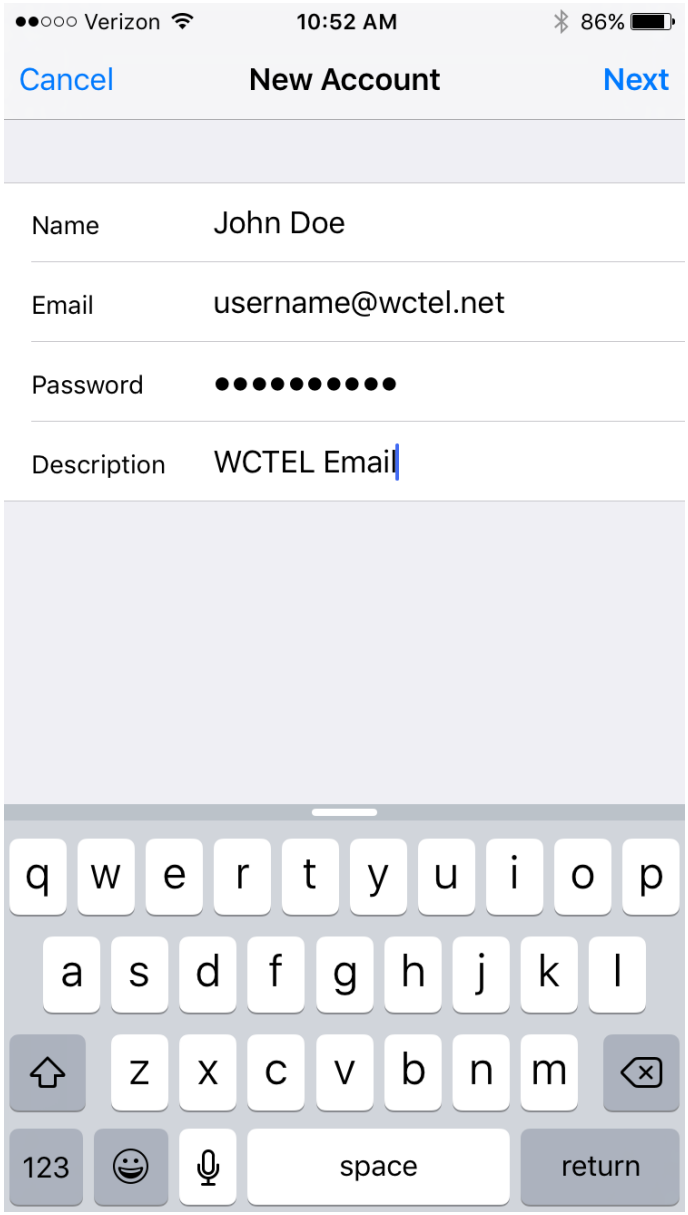

Fig 18

Step 5:

Enter incoming and outgoing mail servers as shown in Fig 19.

'User Name' = Full email address

Always enter 'User Name' and 'Password' even where optional.

Click 'Next' to complete email setup.

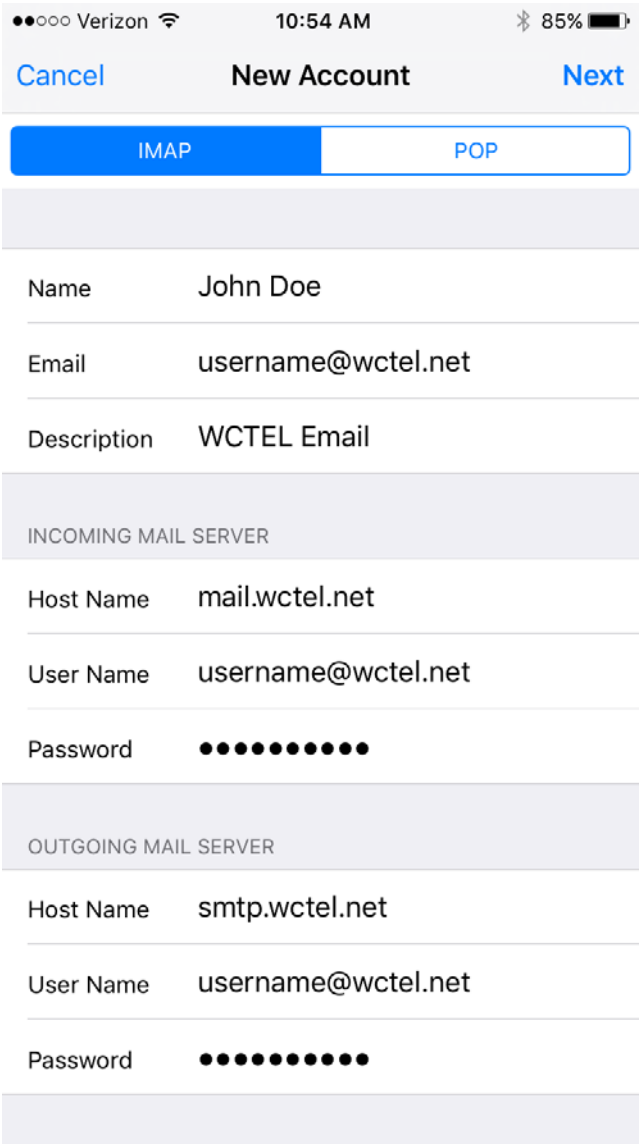

Fig 19

Mail for Android

Step 1:

Go to ‘Settings’ → ‘Add Account’ as shown in Fig 20.

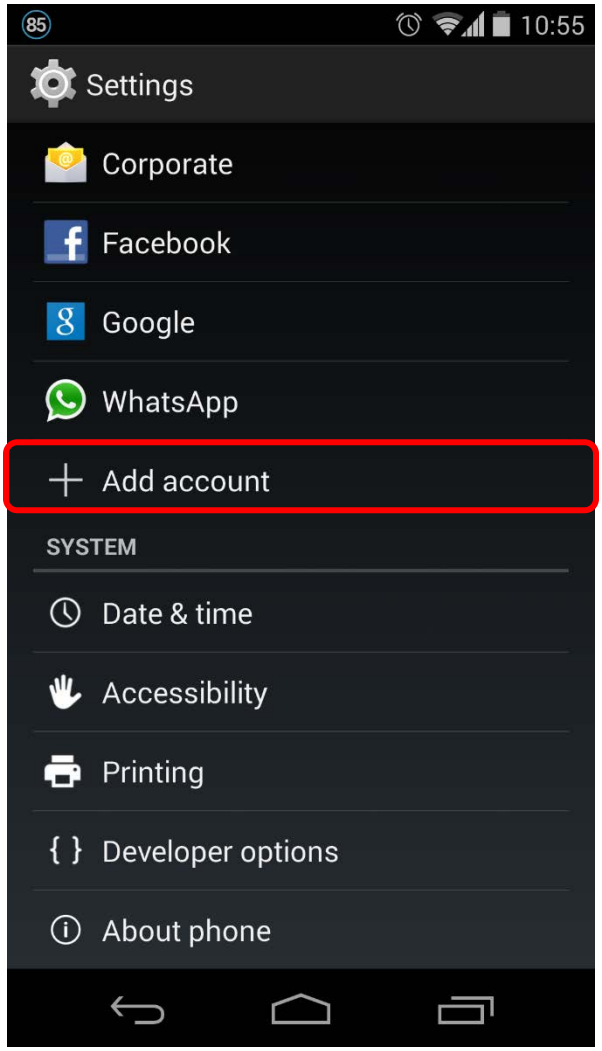

Fig 20

Step 2:

Select ‘IMAP’ as shown in Fig 21.

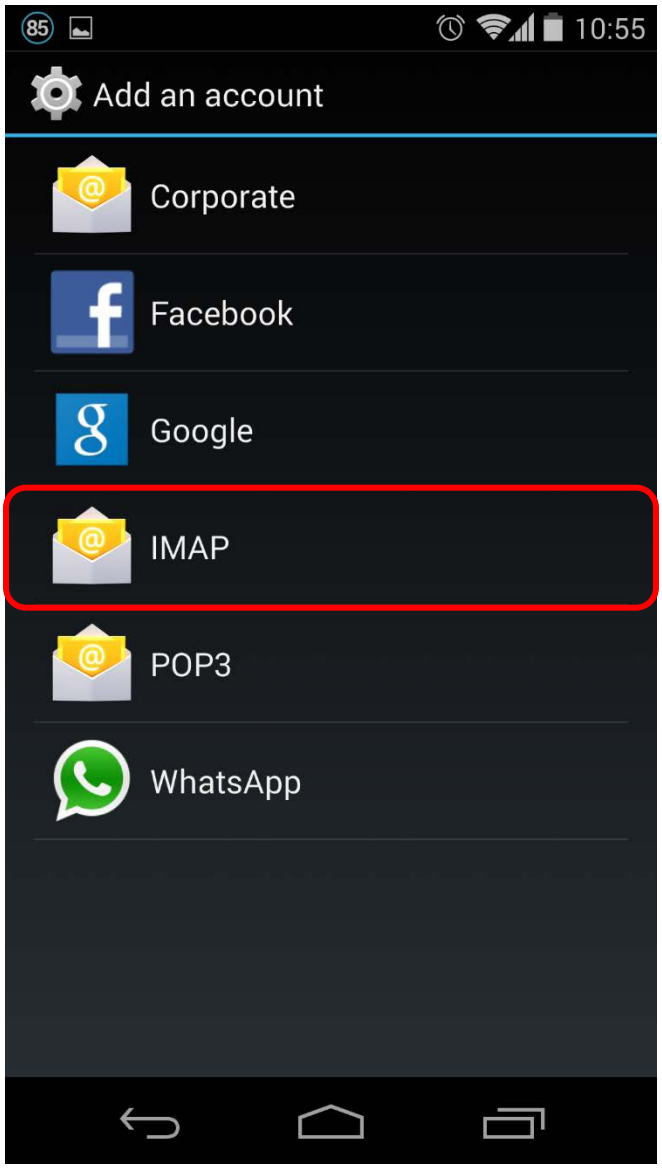

Fig 21

Step 3:

Enter your full email address and password, then select ‘Manual Setup’

Step 4:

Enter your information as shown in Fig 22. Click ‘Next’
‘Username’ = Full email address
‘Server’ = wctel.net
‘Port’ = 993
‘Security Type’ = SSL/TLS

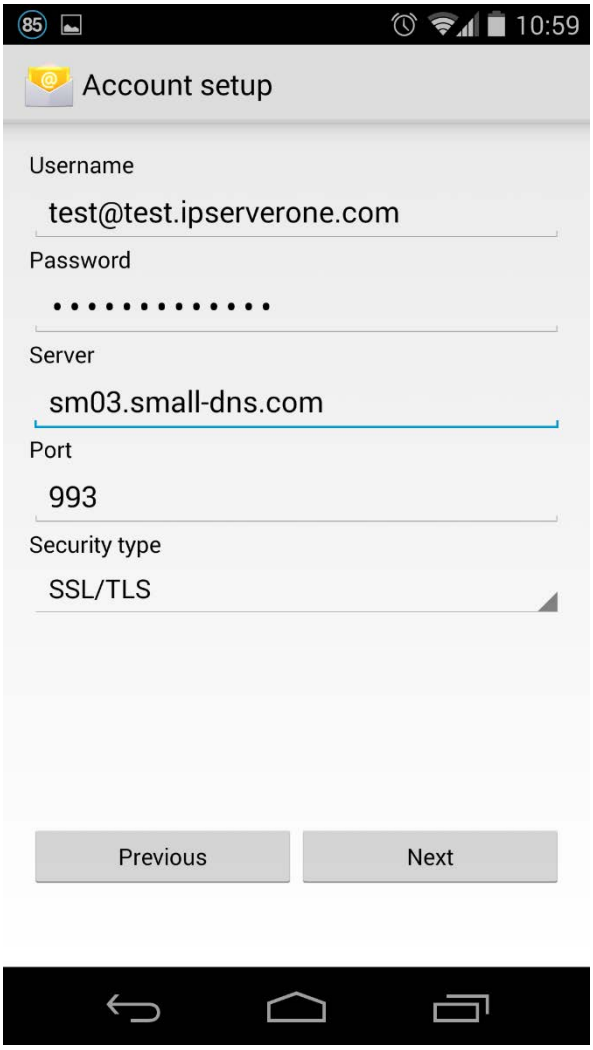

Fig 22

Step 5:

Check all boxes as shown in Fig 23. Click ‘Next’ to complete setup.

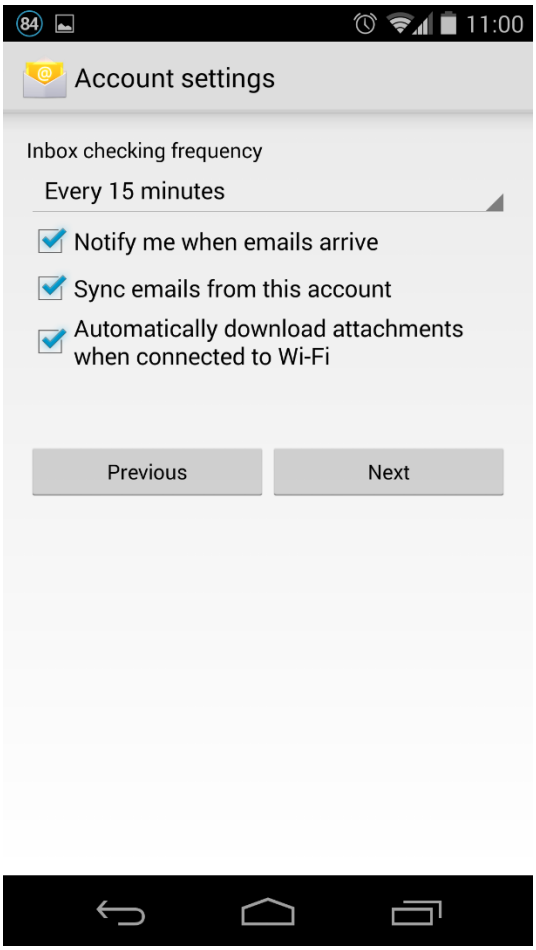

Fig 23

If you have any questions about making these changes, please contact WCTEL's Internet Technical Support at 1-888-446-4638.