Outlook 2010:

This guide describes the process for setting up a MAGIX email account in **Outlook 2010**. Other email clients are based on the same menus and work with the same settings.

First go to the menu and click on **File** > **Info** > **Add Account**.

Select **Manually configure server settings** and then click **Next**.
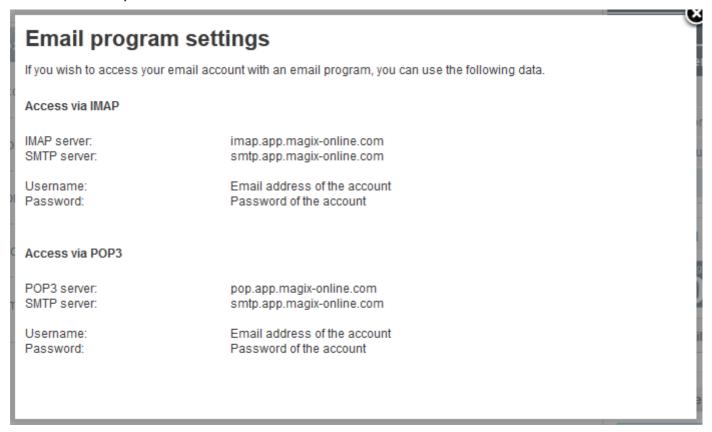
Then select **Internet Email** and **Next**.

Enter the **Name** and the **Email Adress** that will be used for the account. Select **IMAP** as the account type.

User Information	
Your Name:	Max Muster
E-mail Address:	max@mydomain.com
Server Information	
Account Type:	IMAP ▾

The settings for the inbox server **(IMAP)** and the outbox server **(SMTP)** vary because MAGIX works with different email services for old domains and new domains.

The settings that must be entered here can be found by logging in to the **Control Center** and clicking on **Email**. Simply find the appropriate mailbox and click on **Options** > **Email Program Settings**.
Here is an example for a newer domain:

Email program settings

If you wish to access your email account with an email program, you can use the following data.

Access via IMAP

IMAP server:	imap.app.magix-online.com
SMTP server:	smtp.app.magix-online.com
Username:	Email address of the account
Password:	Password of the account

Access via POP3

POP3 server:	pop.app.magix-online.com
SMTP server:	smtp.app.magix-online.com
Username:	Email address of the account
Password:	Password of the account

This means that the following server information must be entered:

Incoming mail server: **imap.app.magix-online.com**
Outgoing mail server (SMTP): **smtp.app.magix-online.com**

| Incoming mail server: | imap.app.magix-online.com |
| Outgoing mail server (SMTP): | smtp.app.magix-online.com |

All domains that were registered before the middle of 2010 still work on the old system. For these domains, the following server information must be entered:
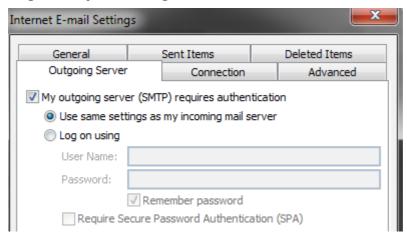
Incoming mail server: **mail.magix-website.com**
Outgoing mail server (SMTP): **mail.magix-website.com**

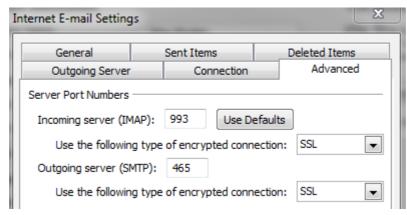| Incoming mail server: | mail.magix-website.com |
| Outgoing mail server (SMTP): | mail.magix-website.com |

The final step at this stage is to enter the email address as the **user name** and the **password** of your choosing.

Logon Information

| User Name: | max@mydomain.com |
| Password: | ****** |

☑ Remember password

☐ Require logon using Secure Password Authentication (SPA)

You can then click on **More Settings.** Here you can go to the **Outgoing Server** settings and check the box marked **My outgoing Server (SMTP) requires authentication** and activate the option **Use same settings as my incoming mail server.**

Internet E-mail Settings

| General | Sent Items | Deleted Items |
| Outgoing Server | Connection | Advanced |

☑ My outgoing server (SMTP) requires authentication
  ◉ Use same settings as my incoming mail server
  ○ Log on using
    User Name:
    Password:
    ☑ Remember password
    ☐ Require Secure Password Authentication (SPA)

Then click on **Advanced** to check that the correct ports have been set (IMAP: **993** and SMTP: **465**) and that **SSL** has been selected as the **encrpyted connection type** in both cases.

You can then click on the **OK** button to go back to the previous dialog and check if everything is functioning properly by clicking on **Next**.

If everything is set up correctly, close the window and go back to the previous screen where you can finalize the process by clicking **Finish**.