

**In order to prevent any interruption of service customers must change their email and/or dialup dialer settings immediately.**

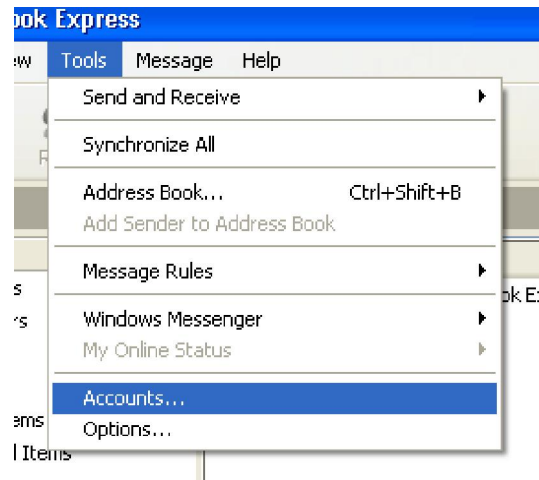
WINS will be implementing some changes in how dialup customers log into the Internet and how dialup/DSL customers send/receive email (@winco.net email addresses only). Instructions in how to change your settings have been provided below. If you need assistance in changing the settings please call our technical support at 877/221-3875. They are available 7 days a week 24 hours a day.

## Email Setup Instructions:

### *Outlook Express XP*

#### **Step 1:**

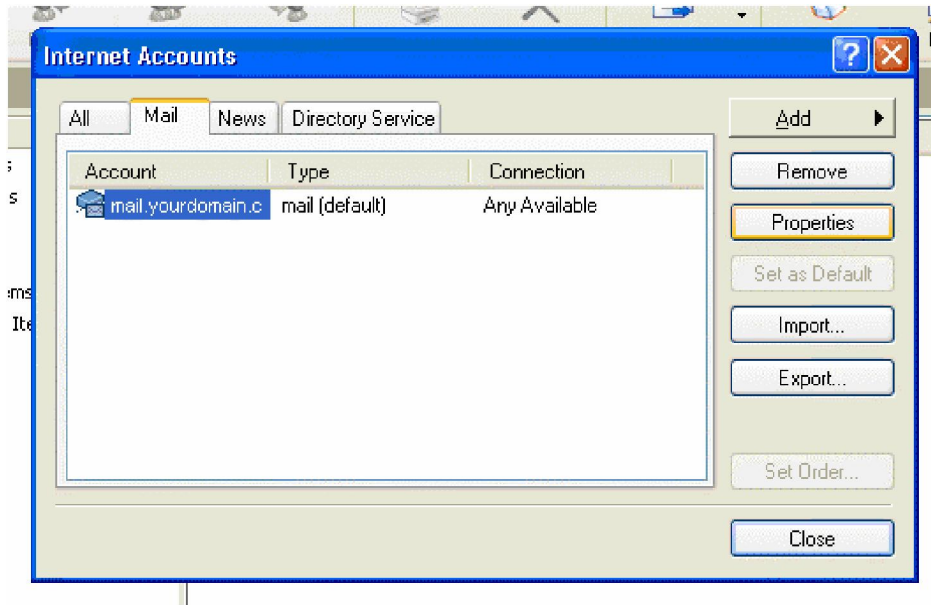
Open Outlook Express and go to Tools -> Accounts as shown below in Fig 10.



**Fig 10.**

#### **Step 2:**

When the 'Internet Accounts' dialog box appears, make sure the 'Mail' tab is selected, then highlight the account that you would like to change. Click the button labeled 'Properties'.



**Fig 11.**

**Step 3:**

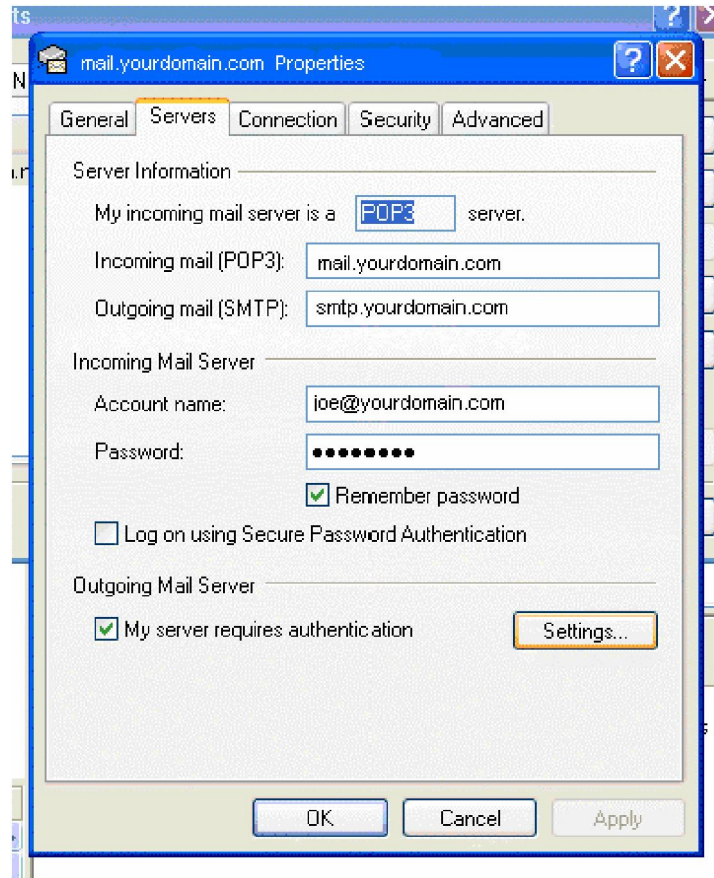
When the 'Properties' tab appears, select the 'Servers' tab. Ensure that the 'Server Information' is correct. Fig 12

Incoming mail server (POP3): mail.winco.net  
Outgoing Mail Server (SMTP): smtp.winco.net

In the "Incoming Mail Server" area change the "Account name:" to your entire email address. (i.e. joe@winco.net not just "joe".) Fig12

Select the box at the bottom of the dialog box labeled 'My server requires authentication', then click the button next to it labeled 'Settings' as shown below in Fig 12.

Replace 'yourdomain.com' with 'winco.net'.



**Fig 12:**

**Step 4:**

Under the heading of “Logon Information” select the option labeled ‘User same setting as my incoming mail server’, then click ‘OK’ as shown below in Fig 13-A.



**Fig 13.**