



## USING EUDORA WITH ENTERGROUP

In this tutorial you will learn how to use Eudora with your EnterGroup account. You will learn how to setup an IMAP or POP account, and also how to move your emails and contacts to EnterGroup.



Eudora is a popular local e-mail client. It offers a slew of options and features that will appeal to most EnterGroup users. Eudora also aptly serves as a personal information manager, calendar and address book features. You will find more information about Microsoft Outlook on its product page at: <http://www.eudora.com>

For this tutorial, we will consider Eudora 7.1, which is the latest version of Eudora. If you are using a different version of Eudora than this tutorial should closely resemble the same options and settings. In this tutorial we will learn how to:

- *Configure Outlook Client for use with EnterGroup via POP or IMAP*
- *Sending Emails*
- *Receiving Emails*
- *Deleting Emails*
- *Backing your Emails using Eudora*
- *Export your Emails to EnterGroup folders*
- *Export your Contacts to EnterGroup folders*
- *Import your Contacts to Eudora*



## Configuring Eudora for use with EnterGroup (POP) *IMAP Users please scroll down to page 3*

### WHAT IS POP?

EnterGroup email accounts can be accessed either through your browser [Web-mail] or through your desktop email client [POP mail]. Your desktop email client uses the Post Office Protocol (POP3) to receive emails - hence the term POP mail.

The benefit of using a POP client for your mail, as opposed to a Web-based service, is that you do not have to be online to read and reply to your emails. With POP, you can connect to the Internet and automatically download your messages using any popular POP mail client such as MS Outlook, Netscape Messenger, Eudora, etc... Once you have received your messages, you can disconnect from the Net.

Your emails will always be available on your computer for viewing, replying, or whatever other purpose even if you are offline! For example, you can compose a new email offline; when you next connect to the Net, your client will automatically send your messages.

Modern POP clients offer a host of features ranging from customizable views to comprehensive filtering

If you are already familiar with POP mail clients, use the following information to get set-up in a snap!

Incoming Mail (POP3) Server:	<b>POP.MAILANYONE.NET</b> - Available on port 110 and port 80 for firewall users
Outgoing Mail (SMTP) Server:	<b>SMTP.MAILANYONE.NET</b> - Available on port 25 and 2500 for firewall users, please also enable SMTP Authentication.
Account Login:	<b>your complete email address</b>
E-mail address:	<b>your complete email address</b>
Password:	<b>Your email address password</b>

**Please Note:** After you set-up your desktop email client to work with EnterGroup's POP mail, you will still be able to use your Web-mail account.



## Configuring Eudora for use with EnterGroup (IMAP)

### WHAT IS IMAP?

IMAP is a protocol for retrieving e-mail messages. It is similar to POP3 but supports additional features. IMAP allows a 2-way communication with your email client and the EnterGroup servers. Using IMAP an email client program can not only retrieve email but can also manipulate message stored on the server, without having to actually retrieve the messages. So messages can be deleted, have their status changed, multiple mail boxes can be managed, etc.

This tutorial explains how to set up an EnterGroup account using Eudora for Windows. Before you start please make sure that you have your username, password, and email address information ready.

For the tutorial below, we are using ***imap.mailanyone.net*** as our **Incoming (IMAP) Server** and ***smtp.mailanyone.net*** as our **Outgoing (SMTP) Server**.

Also, the email account that is being used in this example is the "johnsmith" account, which you can also test via the Webmail interface from the main page of our website at [www.hosting-email.net](http://www.hosting-email.net)

To set up Eudora to access your EnterGroup account Open Eudora, On the **Tools** menu, click **Personalities** to make the Personal window appear. Right-click anywhere on that window and choose **New** to bring up the New Account Wizard. Select the **Create a brand new email account** radio button and then click **Next**.



Enter a Personality name to identify your EnterGroup account, and then click **Next**.

On the **Personal Information** screen, type the name you want displayed in the From field of your outgoing emails, then click **Next**.



On the **email Address** screen, enter your full EnterGroup email address (including @your-domain-name). When you are finished, click the **Next**.

Then enter your username (with @your-domain-name) for the **Login Name** screen, then click **Next**.

On the **Incoming email Server** screen, enter *imap.mailanyone.net* in the **Incoming Server** field and select the IMAP radio button for the server type. Click **Next**.

It is un-necessary to enter anything on the **Location Prefix** screen, so you should just click **Next** to continue.

On the **Outgoing email Server** screen, enter *smtp.mailanyone.net* in the **Outgoing Server** field and make sure that **Allow Authentication** is checked, and then click **Next**.

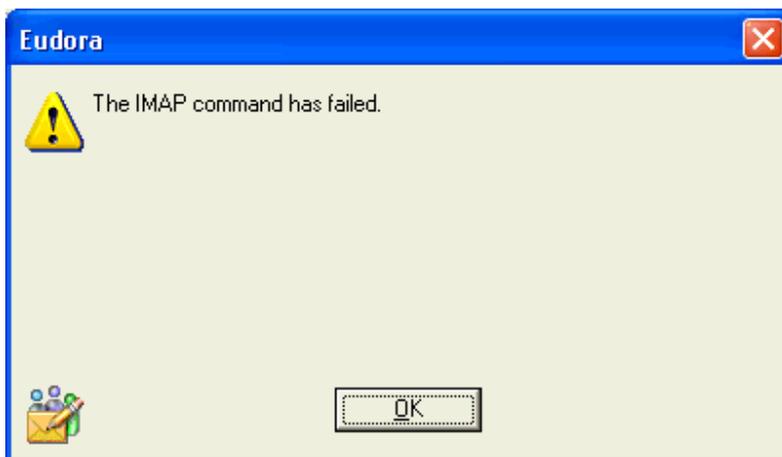
You will now be brought to the **Success!** screen. Click the **FINISH** button to create the account. You will be asked to enter your password for your EnterGroup account to begin retrieving emails.



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Once you have done this, Eudora will attempt to download the mailbox folder list and any new messages you may have.

You should receive an error message saying that the IMAP command failed. This is normal, because there is one more thing to set for you to complete the configuration for your EnterGroup account.



First make sure that you can still see the **Personalities** window on your screen. If the window isn't there repeat step 2 to make it appear again.

Right-click anywhere on that window and choose **Properties** to bring up the Account Settings dialog for your EnterGroup account.

Click the **Incoming Mail** tab at the top of the window to show the settings for your incoming mail. Click the drop-down menu for **Secure Sockets when Receiving** and choose *Never*. Click **OK**.

Now that you have completed all of the above, you can return to the Eudora mailbox folders screen by clicking on the **Mailboxes** tab icon.

At this point you may begin sending and receiving emails. To read email, double-click the **Inbox** folder in the mailbox folders window. To start a new message, on the **Message** menu, click **New Message** and a window appear for you to begin writing your message.

***Congratulations!*** You have completed the setup of the Eudora mail software with the EnterGroup email service.

*You should now be able to send and receive email from your EnterGroup account using the Eudora email client. This tutorial was written for and tested with Eudora version 6.0 & 7.1. However, the procedural steps should also work for previous versions of Eudora as well.*