



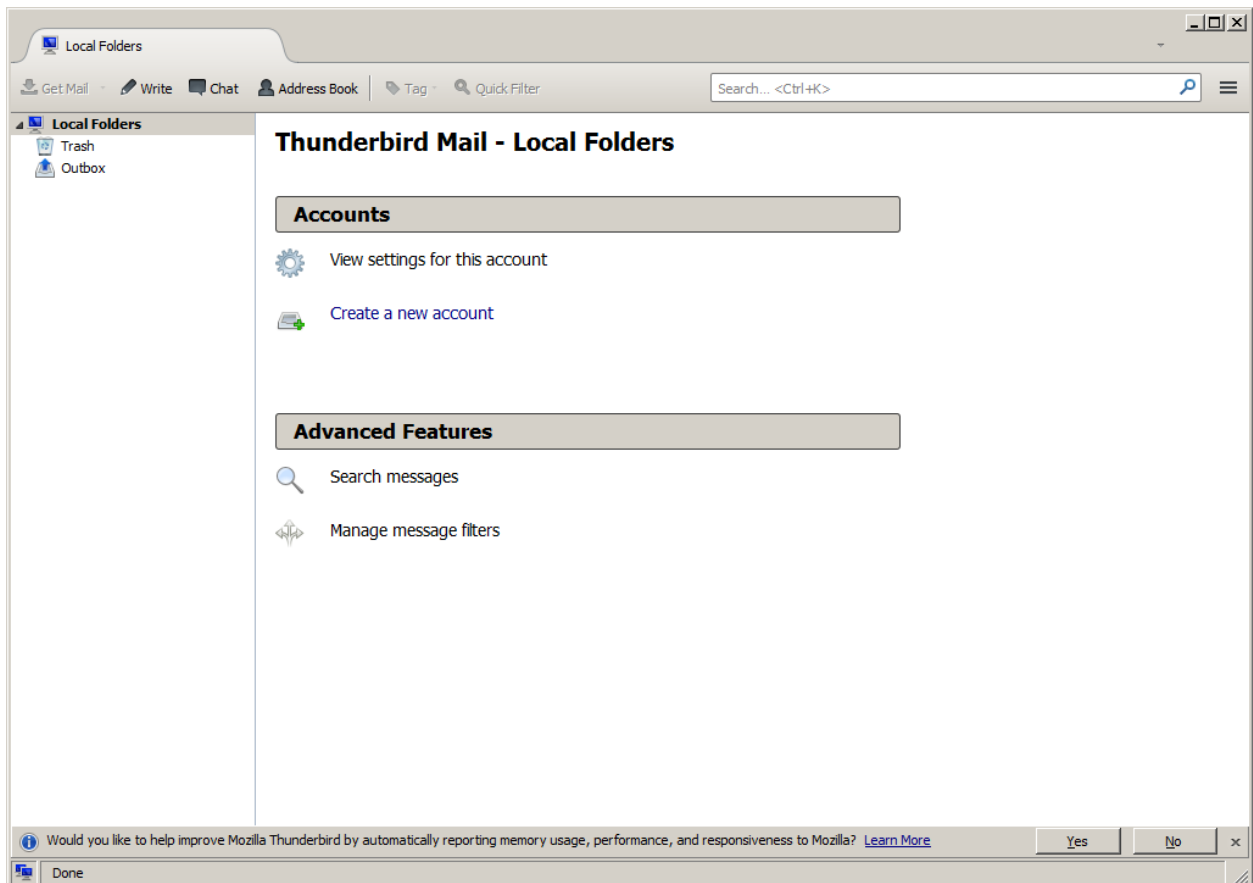
## Email Setup for Mozilla Thunderbird

Date: October 1st, 2013

Version: 3

This document describes how to setup your Brock spartan (faculty) or badger (student) email account within thunderbird.

When first opening Thunderbird, it will ask if you would like to setup an email account. Click on "Create a new account"



In the next Window, click on "Skip this and use my existing email"



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Welcome to Thunderbird

### Would you like a new email address?

Your name, or nickname

In partnership with several providers, Thunderbird can offer you a new email account. Just fill in your first and last name, or any other words you'd like, in the fields above to get started.

 gandi.net  Hover.com

The search terms used are sent to Mozilla ([Privacy Policy](#)) and to 3rd party email providers gandi.net ([Privacy Policy](#), [Terms of Service](#)) and Hover.com ([Privacy Policy](#), [Terms of Service](#)) to find available email addresses.

In the next window: "Mail Account Setup",

Input the requested information and click on "continue".



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A screenshot of the "Mail Account Setup" dialog box. The dialog has a title bar with the text "Mail Account Setup" and a close button. The main area contains three input fields: "Your name:" with the text "John Smith" and a tooltip "Your name, as shown to others"; "Email address:" with the text "jsmith@brocku.ca"; and "Password:" with a series of dots. Below the password field is a checked checkbox labeled "Remember password". At the bottom of the dialog are three buttons: "Get a new account", "Continue", and "Cancel".

Mail Account Setup

Your name: John Smith Your name, as shown to others

Email address: jsmith@brocku.ca

Password: ●●●●●●●●●●

Remember password

Get a new account Continue Cancel

You will receive a message, "Thunderbird failed to find the settings for your email account. Input the proper server settings as listed below.



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	Server hostname	Port	SSL	Authentication	
Incoming:	IMAP	spartan.brocku.ca	993	SSL/TLS	Normal password
Outgoing:	SMTP	.brocku.ca	465	SSL/TLS	Normal password
Username:	jsmith				

Incoming mail server will be spartan.ac.brocku.ca for faculty and badger.ac.brocku.ca for students.

For SSL, select SSL/TLS for both incoming and outgoing mail servers.

For Authentication, select normal password for both incoming and outgoing mail servers.

For username, type in your campus ID (do not include @brocku.ca)

Click on "Done"