Mail Setup Tool (Version 1.2US) User's Guide

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- Sample displays shown in this manual may differ somewhat from the displays actually produced by the product.

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Introduction

Mail Setup Tool is a special application that simplifies troublesome settings you need to make in order to send and receive e-mail on your Pocket PC.

To send and receive mail using the Inbox software built into your Pocket PC, you must establish an account with an Internet service provider (ISP) and then use Mail Setup Tool to make the required settings to configure the ISP. With Mail Setup Tool, you input information you get from your ISP in accordance with the instructions that appear on the display of your Pocket PC.

Using Mail Setup Tool

Important!
Before configuring a new ISP, use the following procedure to quit all ongoing tasks and reset the Pocket PC.

To prepare for configuring a new ISP

1. Tap ▦ - **Settings** and then tap the **System** tab.

2. Tap the **Memory** icon to display the **Memory** dialog box and then tap the **Running Programs** tab.

   ● This displays a **Running Program List**, which shows all programs that are currently running.

3. Tap the **Stop All** button.

4. Tap **OK** to close the dialog box.

5. Use the stylus to press the reset button on the back of the Pocket PC.

To configure a new ISP

1. Turn on the Pocket PC.

2. Use the procedure under "To prepare for configuring a new ISP" above to stop all ongoing tasks and to reset the Pocket PC.

3. Tap ![icon] - **Programs** - **Mail Setup Tool** to display the Mail Setup Tool initial screen.

![Mail Setup Tool initial screen showing "Configure a new service" and "Edit an existing service" buttons]

4. Tap the **Configure a new service** button to advance to the **Service Name Input** screen.

![Service Name Input screen with Service Type POP3 selected and Service Name field]
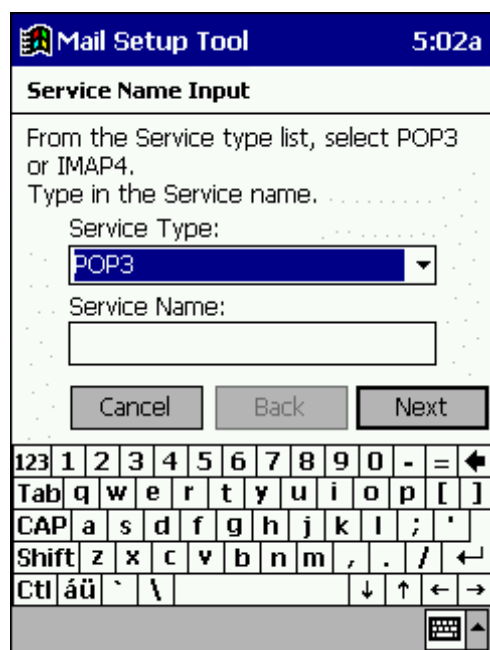
- ● **Service Type**
  Tap the ▼ button and then select either **POP3** or **IMAP4** as your ISP's mail server type.

- ● **Service Name**
  Input the name of your ISP name. Note that you cannot use an ISP name that is already being used by an ISP that is already configured on your Pocket PC.

5. Tap **Next** to advance to the **Dial-up Connection ID** screen.

```
┌──────────────────────────────────────┐
│ 🔳Mail Setup Tool          5:03a     │
├──────────────────────────────────────┤
│ Dial-up Connection ID                │
│                                      │
│   User Name: [                  ]    │
│      Domain: (normally left blank)   │
│              [                  ]    │
│                                      │
│  Type the dial-up connection password│
│  into the [Connect To] dialog box that│
│  appears when you send or receive mail│
│  with Inbox.                         │
│   [ Cancel ]  [ Back ]  [ Next ]     │
├──────────────────────────────────────┤
│123│1│2│3│4│5│6│7│8│9│0│-│=│←         │
│Tab│q│w│e│r│t│y│u│i│o│p│[│]           │
│CAP│a│s│d│f│g│h│j│k│l│;│'             │
│Shift│z│x│c│v│b│n│m│,│.│/│↵           │
│Ctl│áü│`│\│        │↓│↑│←│→           │
│                              🔳▲     │
└──────────────────────────────────────┘
```

● **User Name**

Type in your user name.

● **Domain**

Normally, you should leave this field blank. Input your ISP's domain name only when specifically instructed to do so by your ISP.

**6.** Tap **Next** to advance to the **Telephone Number** screen.

```
┌──────────────────────────────────────┐
│ 🔳Mail Setup Tool          5:03a     │
├──────────────────────────────────────┤
│ Telephone Number                     │
│                                      │
│  Country Code: [1        ]           │
│     Area Code: [425      ]           │
│  Phone number: [            ]        │
│                                      │
│            [ Dial Properties ]       │
│   [ Cancel ]  [ Back ]  [ Next ]     │
├──────────────────────────────────────┤
│123│1│2│3│4│5│6│7│8│9│0│-│=│←         │
│Tab│q│w│e│r│t│y│u│i│o│p│[│]           │
│CAP│a│s│d│f│g│h│j│k│l│;│'             │
│Shift│z│x│c│v│b│n│m│,│.│/│↵           │
│Ctl│áü│`│\│        │↓│↑│←│→           │
│                              🔳▲     │
└──────────────────────────────────────┘
```

● **Country Code**, **Area Code**, **Phone number**

Input the phone number of the access point of your ISP you plan to be dial in to.

● **Dial Properties**

If necessary, tap this button and set the dial properties. See "Dial Properties" on page 16 for more information.

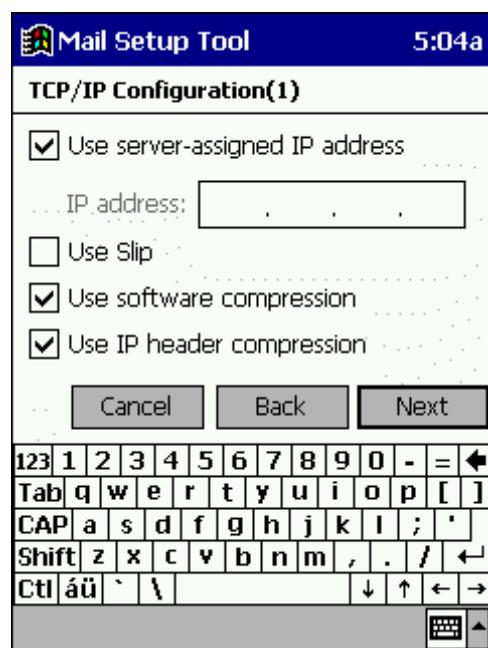**7.** Tap **Next** to advance to the **Select Modem** screen.
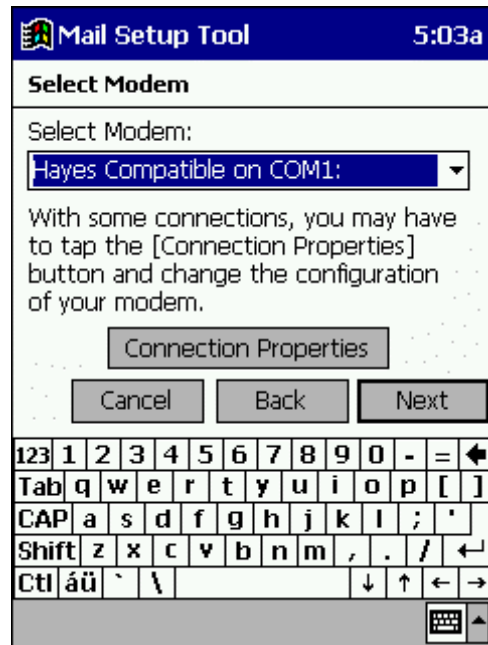
● **Select Modem**

Tap the ▼ button and then select the modem type you are using.

● **Connection Properties**

If necessary, tap this button and set the dial properties. See "Configuring Your Modem" on page 15 for more information.

8. Tap **Next** to advance to the **TCP/IP Configuration (1)** screen.

● Normally, you should leave the initial default settings on this screen as they are. Do not change the default settings unless specifically instructed to do so by your ISP.

9. Tap **Next** to advance to the **TCP/IP Configuration (2)** screen.

Important!
Checking this box tells Mail Setup Tool to use primary and alternate DNS and WINS addresses automatically assigned by the server when you log on. In this case, any DNS and WINS settings you input on this screen are ignored.

● You can leave these settings as they are or change them if you are instructed to do so by your ISP.

10. Tap **Next** to advance to the **Define a Service (1)** screen.

● **Server**

Input the setting supplied by your ISP.

● **User ID**

Input your mail server user name.

11. Tap **Next** to advance to the **Define a Service (2)** screen.

● **SMTP host**
If your ISP provided you with different names for the POP3 host (or the IMAP4 host) and the SMTP host, input the SMTP host name here.

● **Return address**
If the address where you want responses to be routed (your return address) is different from the address you use for sending mail, input your return address here.

● **Domain**
This is not required for most ISP accounts, so normally you should leave this field blank. Input your Windows NT domain name only when connecting to a network, such as a corporate network, that uses Windows NT domain security.

12. Tap **Next** to advance to the **Configuration Check** screen.
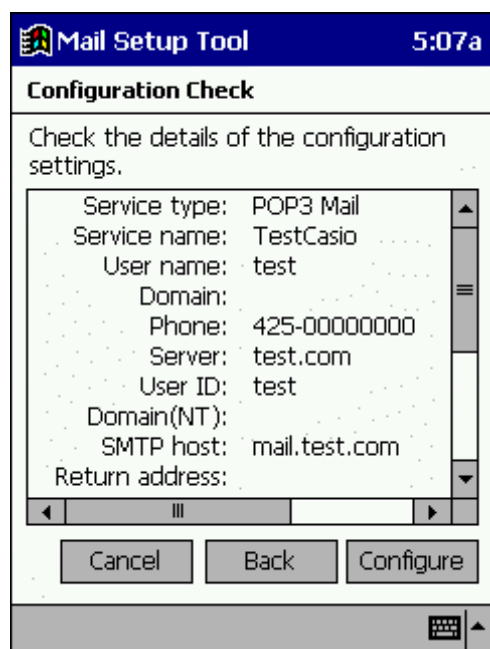
- This screen shows all of the settings you have made up to this point.

- If you need to change a setting, tap **Back** to back-step through the screens and make the changes you want.

13. To store the settings on the **Configuration Check** screen, tap the **Configure** button.

14. In response to the confirmation message that appears, tap the **OK** to display the **Service List**, which lists all ISPs currently configured on your Pocket PC.

15. Tap **OK** to close the **Service List**.

- The ISP you just configured is not available until you perform the following steps to reset the Pocket PC.

16. Now perform the procedure under "To prepare for configuring a new ISP" on page 3 to reset the Pocket PC.

Note
- During any step after step 6, you can tap the **Back** button to back-step through setting screens and change settings, if you want. You can back-step only up to the **Service Name Input** in step 5, only.

- Tapping the **Cancel** at any time during the above procedure displays a message box. Tapping **OK** on the box exits the procedure and closes the setting screen. All settings you made up to the point you tap **OK** are lost.

Editing and Deleting an Existing ISP Configuration

To edit an existing ISP configuration

Important!
You cannot use the following procedure to change the ISP name under which a configuration is saved. To change the ISP name, you must delete the configuration and then reconfigure it under the new ISP name.

1. Use the procedure under "To prepare for configuring a new ISP" on page 3 to stop all ongoing tasks and to reset the Pocket PC.

2. Tap 📖 - **Programs** - **Mail Setup Tool** to display the Mail Setup Tool initial screen.

3. Tap the **Edit an existing service** to display the **Service List** screen, which shows a list of all currently configured ISPs.

4. Tap the name of the ISP whose configuration you want to edit and then tap **Edit** to display the **Telephone Number** screen.

5. Use the **Next** and **Back** buttons to maneuver between setting screens and make any changes you want.

6. After everything is the way you want, tap **OK**.

   ● This screen shows all of the settings you have made up to this point.

   ● If you need to change a setting, tap **Back** to back-step through the screens and make the changes you want.

7. To store the settings on the **Configuration Check** screen, tap the **Configure** button.

8. In response to the confirmation message that appears, tap the **OK** to display the **Service List**, which lists all ISPs currently configured on your Pocket PC.

9. Tap **OK** to close the **Service List**.
   ● The changes you made are not applied until you reset the Pocket PC using the procedure under "To prepare for configuring a new ISP" on page 3 to reset the Pocket PC.

To delete an existing ISP configuration

1. Use the procedure under "To prepare for configuring a new ISP" on page 3 to stop all ongoing tasks and to reset the Pocket PC.

2. Tap 📷 - **Programs** - **Mail Setup Tool** to display the Mail Setup Tool initial screen.

3. Tap the **Edit an existing service** to display the **Service List** screen, which shows a list of all currently configured ISPs.


4. Tap the name of the ISP whose configuration you want to delete and then tap **Delete**.

5. In response to the confirmation message that appears, tap **OK** to delete the configuration or **Cancel** to close the confirmation dialog box without doing anything.

6. A message appears telling you that the configuration is deleted. Tap **OK** to close the message dialog box and return to the **Service List**.

7. Tap **Cancel** to close the **Service List**.
   ● The delete is not applied until you reset the Pocket PC using the procedure under "To prepare for configuring a new ISP" on page 3 to reset the Pocket PC.

Registering New Passwords

Inbox is ready to send and receive mail after you use Mail Setup Tool to configure an ISP and then reset the Pocket PC. Before actually using Inbox for the first time, however, you must register your mail server password and your dial-up account password.

To register new passwords

1. Connect your Pocket PC to a telephone circuit.

   ● You can use an optional modem card, a cell phone to establish a connection. See the *Hardware Manual* for more information.

2. Turn on the Pocket PC and start up Inbox.

3. Tap the Services menu, and then tap the name of the ISP to which you want to connect.
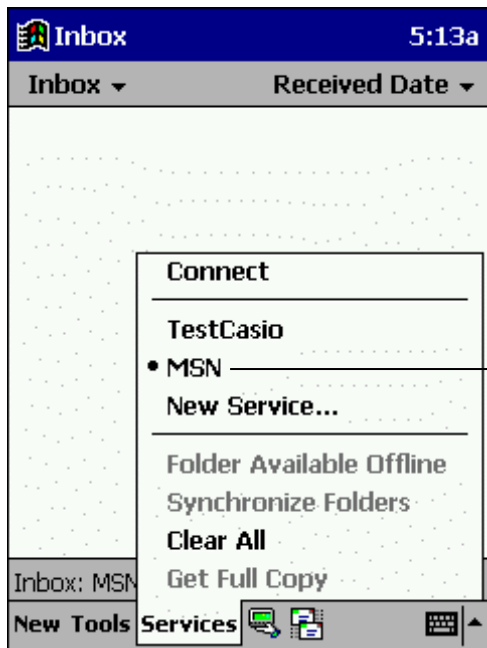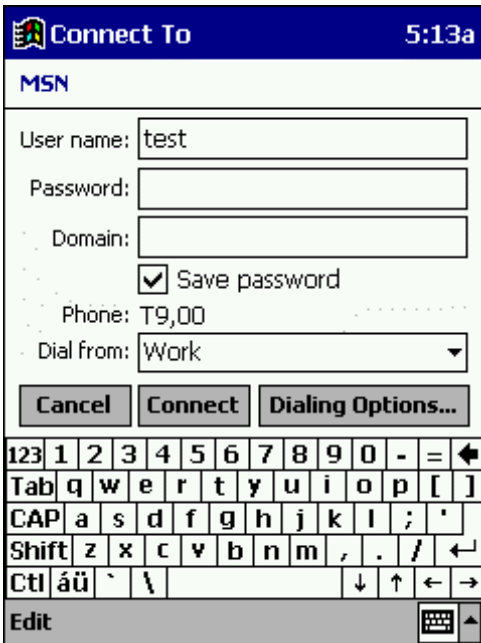
The dot on the menu indicates the currently selected ISP.

4. Tap **Services** - **Settings** or 🖥️ to display the **Service Password** screen.

Inbox　　　　　　5:13a

Service Password

Password

[　　　　　　　　　　]

☐ Save password

　　　　　　[Go] [Cancel]

```
123 1 2 3 4 5 6 7 8 9 0 - = ⬅
Tab q w e r t y u i o p [ ]
CAP a s d f g h j k l ; '
Shift z x c v b n m , . / ↵
Ctl áü ` \           ↓ ↑ ← →
                        ⌨ ▲
```

5. Input the mail server password, and check the **Save password** option, if you want.

- ● If you check the **Save password** option, you will not have to input the password for subsequent log ons. When the **Save password** option is unchecked, you must input the password each time you log on to your server.

6. Tap **GO** to display the **Connect To** screen.

Connect To　　　　5:13a

MSN

User name: test

Password: [　　　　　]

Domain: [　　　　　]

　　　　　☑ Save password

Phone: T9,00

Dial from: Work ▼

[Cancel] [Connect] [Dialing Options...]

```
123 1 2 3 4 5 6 7 8 9 0 - = ⬅
Tab q w e r t y u i o p [ ]
CAP a s d f g h j k l ; '
Shift z x c v b n m , . / ↵
Ctl áü ` \           ↓ ↑ ← →
Edit                    ⌨ ▲
```

- ● **Password**
  Input the password for your dial-up account.

- ● **Save password**
  If you check this option, you will not have to input the password for subsequent

log ons. When this option is unchecked, you must input the password each time you log on to your server.

7. Tap **Connect** to connect to the selected ISP and send and receive mail.

Note
See the *Pocket PC User's Guide* for full information about how to use Inbox.

Changing Your Passwords

You cannot use Mail Setup Tool to change your mail server password or your dial-up account password. Instead, you should use the following Inbox procedure to make changes.

To change your mail server password

1. Start up Inbox.
2. Tap **Tools** - **Options** to display a list of configured ISPs.
3. Tap the name of the ISP whose password you want to change.
4. Input the password to which you want to change into the **Password** box.
5. Tap the **Next** button to advance to the **POP 3 Service 4/4** screen, and then tap **Finish**.
   ● This returns to the list of configured ISPs.
6. Tap **OK** to close the list.

Note
See the *Pocket PC User's Guide* and online help for information about the other **POP3 Service** settings.

To change your dial-up account password

1. Start up Inbox.
2. Tap **Services** - **Settings** or to display the **Connect To** screen.
3. Input the password to which you want to change into the **Password** box, and then establish the connection.
   ● If you check the **Save password** option, you will not have to input the password for subsequent log ons. When the **Save password** option is unchecked, you must input the password each time you log on to your server.

Configuring Your Modem

The required modem configuration depends on the modem you are using, the type of telephone circuit to which you are connected, and the requirements of your ISP. Use the following procedure to change the configuration of your modem.

To change the configuration of your modem

1. While using Mail Setup Tool to configure a new ISP (page 3) or to edit an existing ISP configuration (page 10), display the **Select Modem** screen.

2. Tap the **Connection Properties** button to display **Connection Properties** screen.
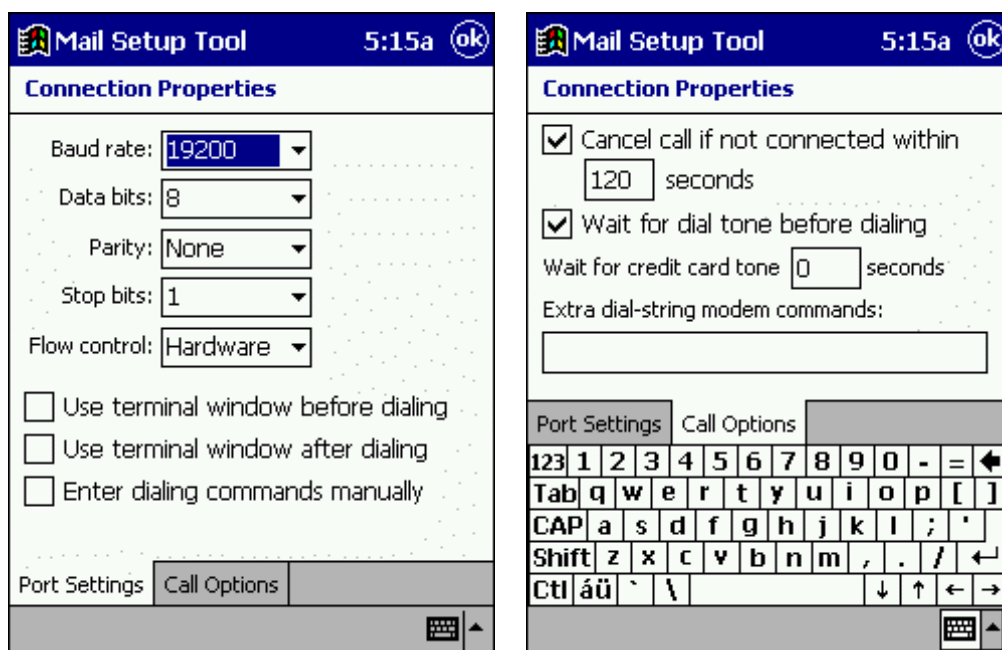
3. On the **Port Settings** tab, make the settings required to connect to your ISP's access point. Set the **Baud Rate** to a value that is within the range supported by your ISP's access point

4. The settings you can make with the **Call Options** tab depend on the type of telephone circuit you are connecting through, and on the type of modem you are using. For proper operation, some modems may require input of a character string commands in the **Extra dial-string modem commands** box.

5. After everything is the way you want, tap **OK** to save your settings.
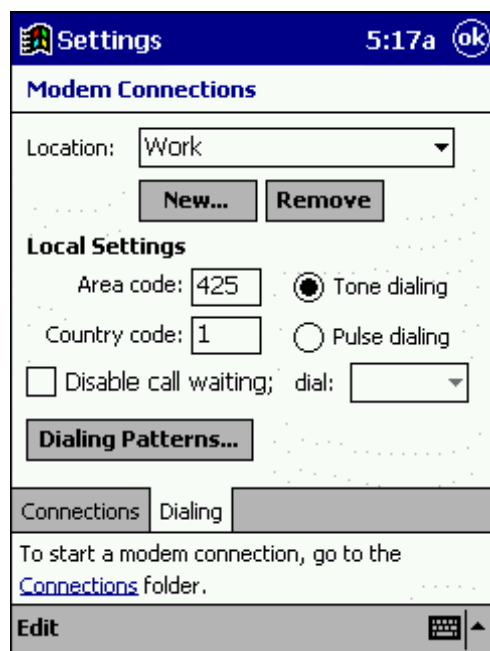
Note

Except for the **Baud Rate** setting, it is usually best to leave the settings on the **Connection Properties** screen set to their initial defaults.

Dial Properties

You should configure the dial properties in accordance with the type of telephone circuit you are using for connection.

To make dial properties

1. Tap 📘 - **Settings**, tap the **Connections** tab, and then tap the **Modem** icon.

2. Tap the **Dialing** tab.

```
┌──────────────────────────────────┐
│ 📘 Settings          5:17a (ok) │
│ Modem Connections                │
│                                  │
│ Location: │Work          ▼│     │
│        ┌──────┐ ┌────────┐       │
│        │ New... │ │ Remove │       │
│        └──────┘ └────────┘       │
│ Local Settings                   │
│   Area code:│425│  ⦿ Tone dialing│
│                                  │
│   Country code:│1│  ◯ Pulse dialing│
│   ☐ Disable call waiting;  dial:│   ▼││
│   ┌─────────────────┐            │
│   │ Dialing Patterns... │            │
│   └─────────────────┘            │
│ ┌───────────┬────────┬─────┐    │
│ │Connections│ Dialing │      │    │
│ To start a modem connection, go to the│
│ Connections folder.              │
│ Edit                        ⌨ ▲ │
└──────────────────────────────────┘
```

3. Select the **Location** you want.

● **Home**

Select this option when connecting the Pocket PC to a standard household phone line or to a portable phone.

● **Work**

Select this option when connecting the Pocket PC to an office phone system, or any other phone system that requires dialing of 0 for an outside line.

● **Add**

Select this option when you want to create your own non-standard dialing configuration.

● For full details on making dial settings, see your *Pocket PC User's Guide* and online help.

4. After everything is the way you want, tap **OK** to save it.

Note

You can also change dial properties when using Mail Setup Tool to configure a new ISP (page 3) or when editing an existing ISP configuration (page 10). Simply tap the **Dial Properties** button on the **Telephone Number** screen to display the same setting screen as the one that appears in step 2 of the above procedure.

Error Messages

The following lists the error messages displayed by Mail Setup Tool and explains what you need to do when they appear.

Error Message	Cause and Recommended Action
Input a user name. Input a service name. Input a telephone number. Input data for all the items on the screen.	These messages appear when you try to save data or exit an input screen without inputting the required data. Input the data requested by the error message.
Input values in the range of 0 to 255 into a TCP/IP address field.	IP address, DNS, and other address fields require input of a series of values, each in the range of 0 to 255. Make sure you are inputting values exactly as required by your ISP.