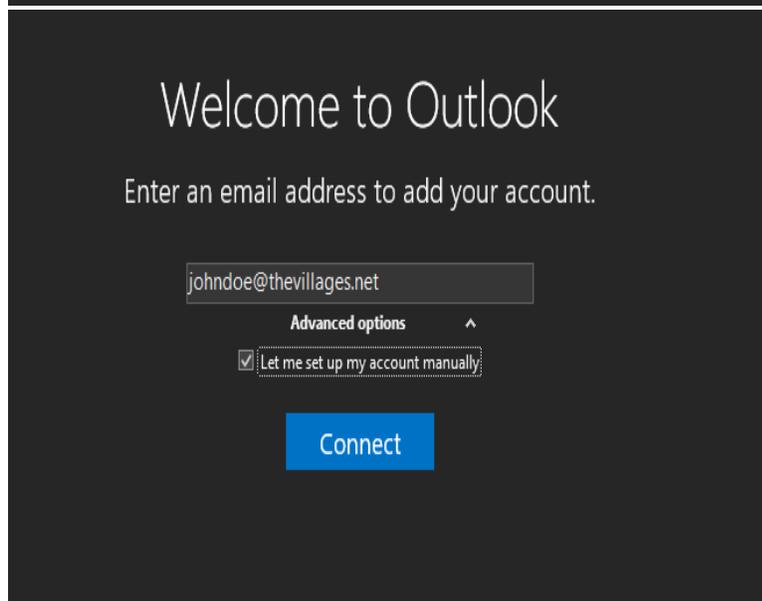
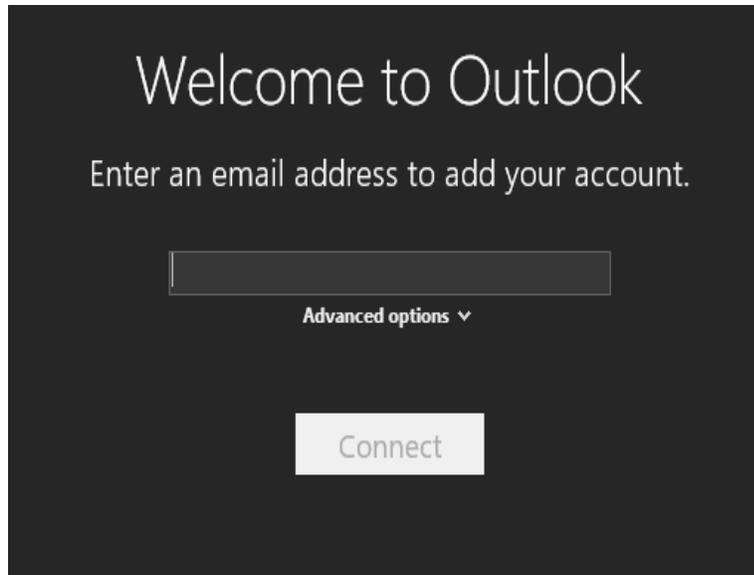




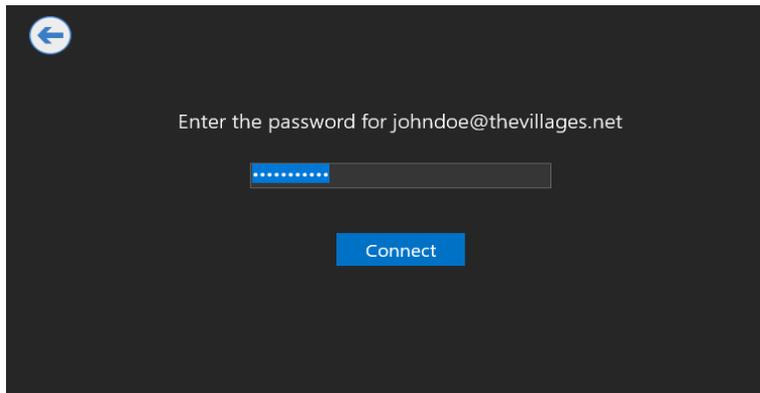
Microsoft Outlook Email Setup Instructions

Click on **"File"** Click on **"Add Account"**

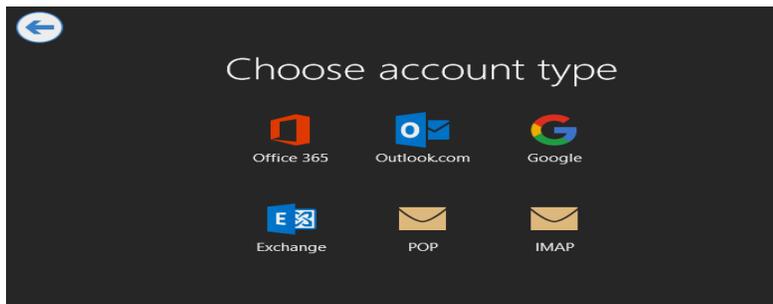
Enter your email address and place a check on **"Let me set up my account manually"** and click on **"Connect"**



Enter your password



Select "IMAP" for the account type



For the incoming mail server enter "mail.thevillages.net" using port 143, under "Encryption method" Select "STARTTLS"

For the outgoing mail server enter "mail.thevillages.net" using port 587, under "Encryption method" Select "SSL/TLS" and click on "Next"

Click on "OK"

Adding johndoe@thevillages.net

Account setup is complete

OK

Set up Outlook Mobile on my phone, too