

Using an email program to access your VLS Groupwise mail via IMAP

Depending on which email software you use, the steps to set up an account will vary.

The basic account setup information for accessing VLS mail via IMAP is as follows:

1. Incoming mail server

- Email address and/or User Name and password - these are your Groupwise identifiers for your VLS account
- Account type: IMAP
- Server address: `imap.vermontlaw.edu`
- Server port: 143
- Do not use SSL or secure authentication

2. Outgoing mail server

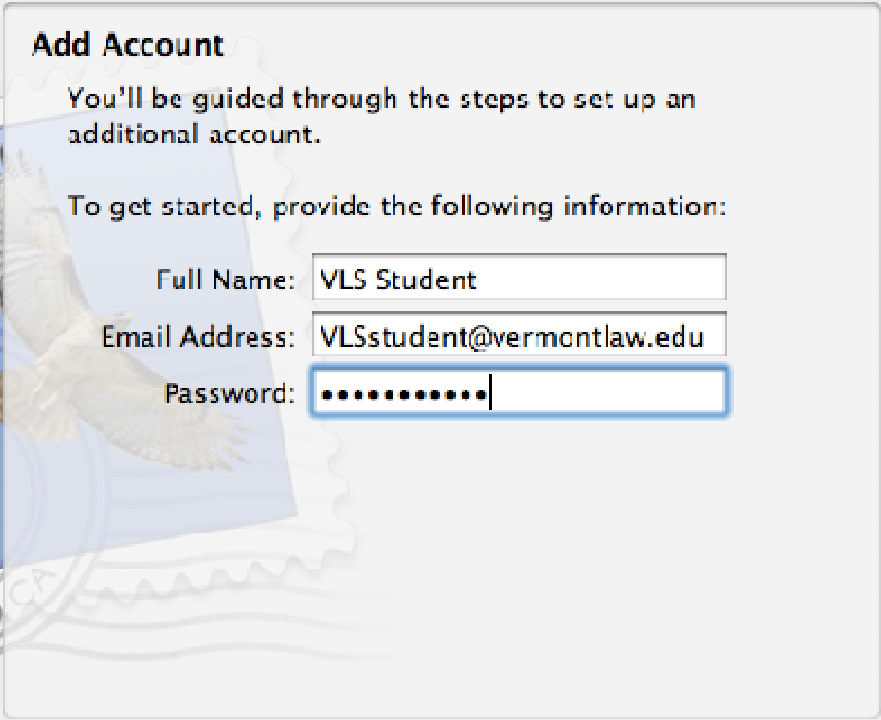
- Account type: SMTP
 - Use the SMTP address and settings for your Internet Service Provider
 - If you don't pay for Internet service at home, use the SMTP address for another email account you own, or get a free online account

3. Remember to enable the account

This may be worded in different ways, i.e., 'take the account online,' 'check mail for this account when retrieving mail,' etc.

Below are screenshots of a sample IMAP account setup:

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Add Account


You'll be guided through the steps to set up an additional account.

To get started, provide the following information:

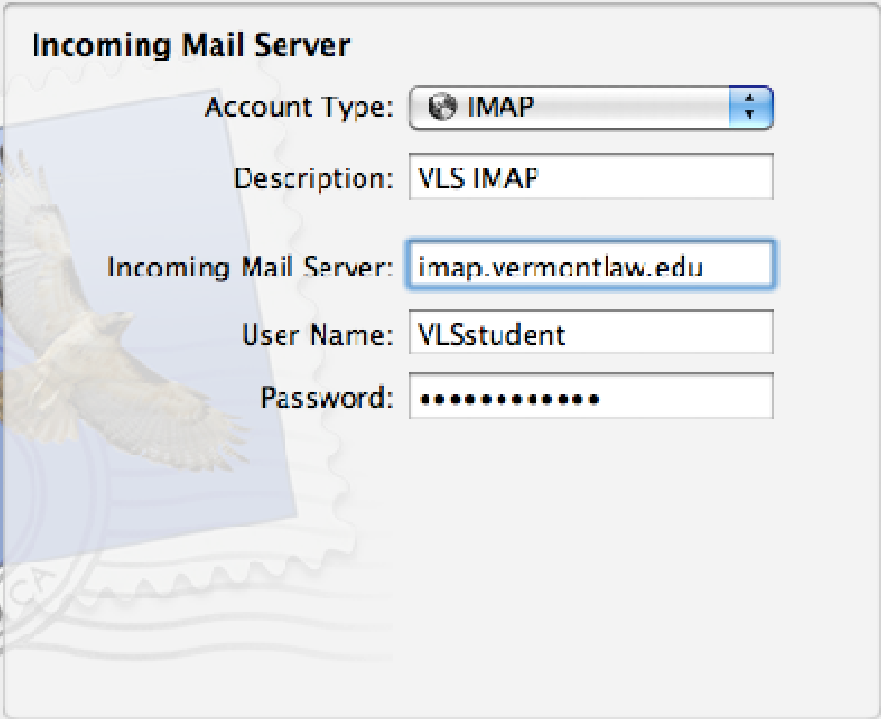
Full Name:

Email Address:

Password:



The dialog box is titled "Add Account" and contains instructions for setting up a new account. It includes three input fields for "Full Name", "Email Address", and "Password". The background features a watermark of an Apple logo and the text "HELLO FROM CUPERTINO CA".



Incoming Mail Server


Account Type:

Description:

Incoming Mail Server:

User Name:

Password:



The dialog box is titled "Incoming Mail Server" and contains configuration options for the mail server. It includes a dropdown menu for "Account Type" (set to IMAP), and text input fields for "Description", "Incoming Mail Server", "User Name", and "Password". The background features a watermark of an Apple logo and the text "HELLO FROM CUPERTINO CA".

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Outgoing Mail Server

Description: Gmail SMTP

Outgoing Mail Server: smtp.gmail.com

Use only this server

Use Authentication

User Name: VLSstudentGMail

Password:

? Cancel Go Back Continue

Account Summary

Account Description: VLS imap

Full Name: VLS Student

Email Address: VLSstudent@vermontlaw.edu

User Name: VLSstudent

Incoming Mail Server: imap.vermontlaw.edu

SSL: off

Outgoing Mail Server: smtp.gmail.com

SSL: on

Take account online

? Cancel Go Back Create