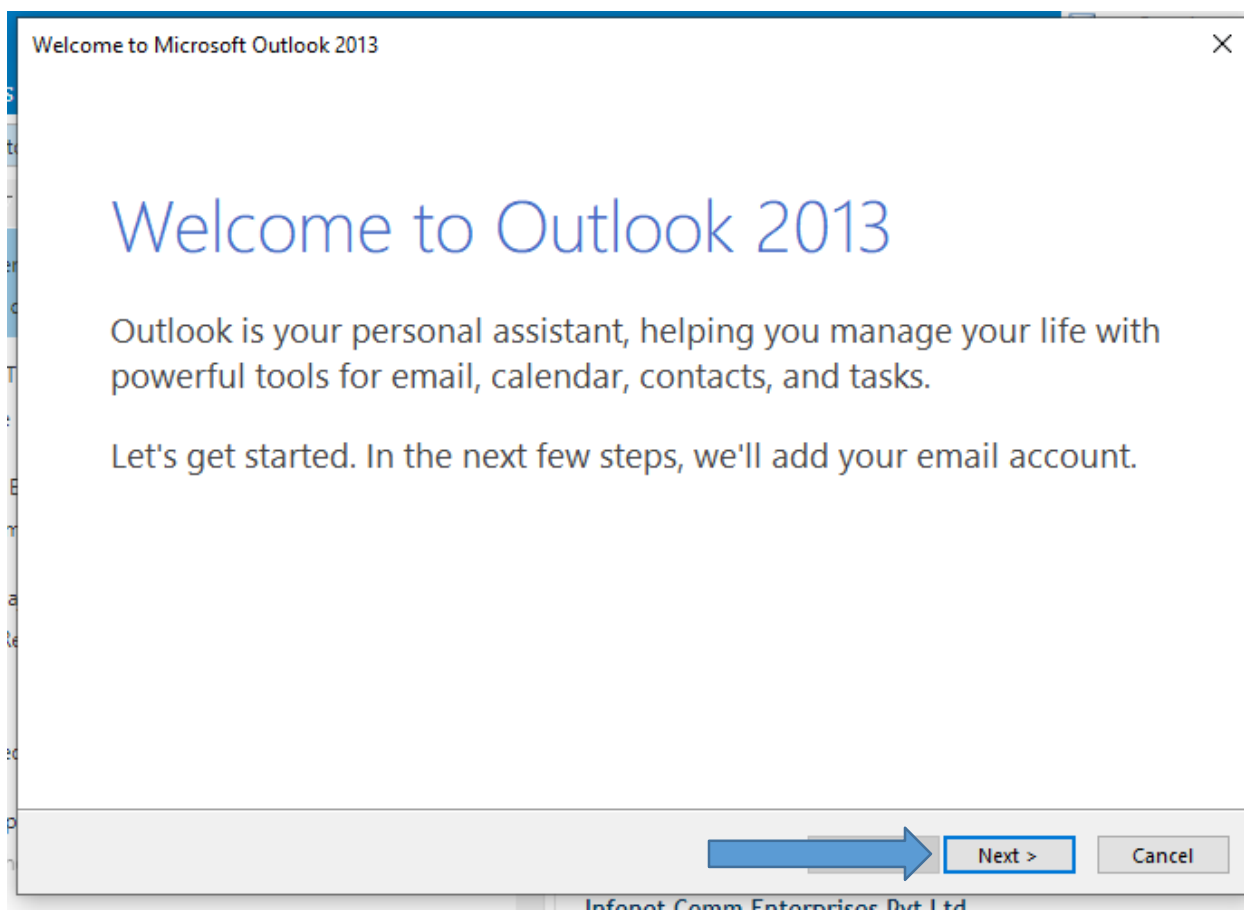


How to configure a zimbra mail on outlook...?

IMAP Configuration:

Step 1: Open your Desktop's outlook Application as like below and click next button



Step 2: Select **yes** bulletin option and click **Next** button

Microsoft Outlook Account Setup

Add an Email Account

Use Outlook to connect to email accounts, such as your organization's Microsoft Exchange Server or an Exchange Online account as part of Microsoft Office 365. Outlook also works with POP, IMAP, and Exchange ActiveSync accounts.

Do you want to set up Outlook to connect to an email account?

Yes

No

< Back **Next >** Cancel

Step 3: Select **Manual setup and additional server types** then click **Next**

Add Account

Auto Account Setup
Manual setup of an account or connect to other server types.

E-mail Account

Your Name:
Example: Ellen Adams

E-mail Address:
Example: ellen@contoso.com

Password:

Retype Password:
Type the password your Internet service provider has given you.

Manual setup or additional server types


< Back **Next >** Cancel


Step 4: Select **POP3 or IMAP** Option on below menu

Add Account ×

Choose Service

- Microsoft Exchange Server or compatible service**
Connect to an Exchange account to access email, calendars, contacts, tasks, and voice mail
- Outlook.com or Exchange ActiveSync compatible service**
Connect to a service such as Outlook.com to access email, calendars, contacts, and tasks
- POP or IMAP**
Connect to a POP or IMAP email account






Step 5: Fill the data below like and click **More settings** button it navigates to another one page

Add Account ×

POP and IMAP Account Settings
Enter the mail server settings for your account.



User Information

Your Name:

Email Address:

Server Information

Account Type: v

Incoming mail server:

Outgoing mail server (SMTP):

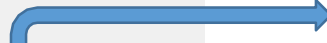
Logon Information

User Name:

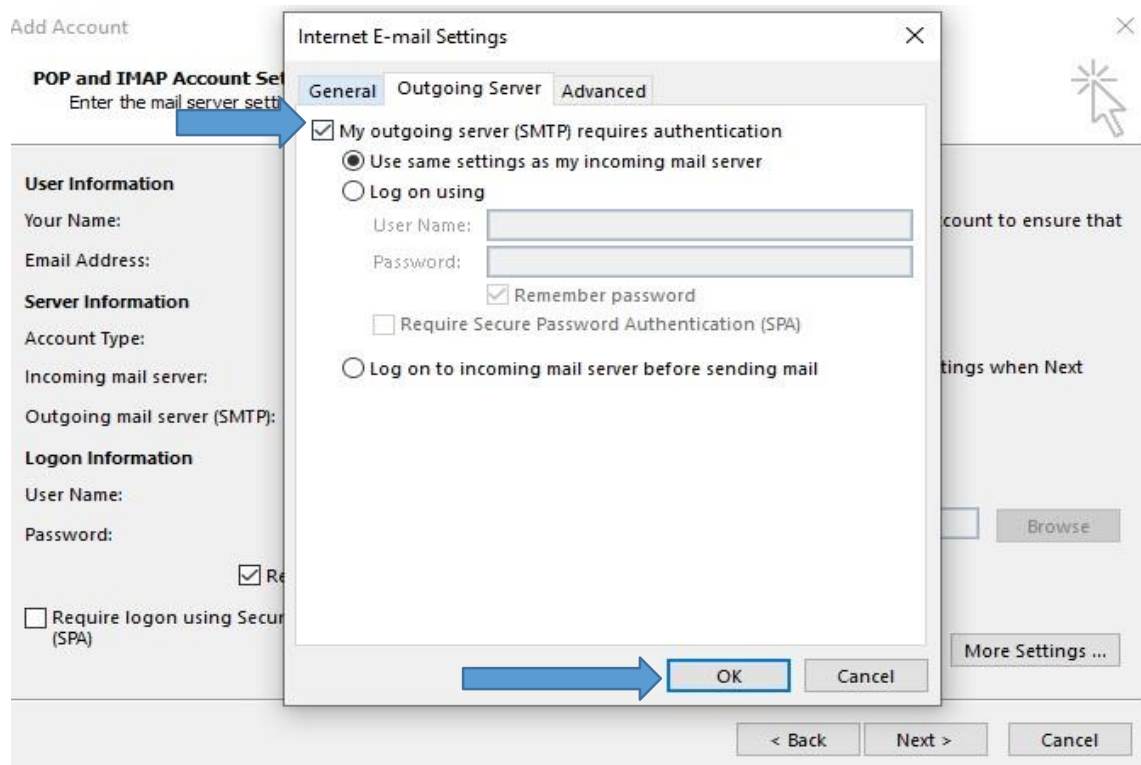
Password:

Remember password

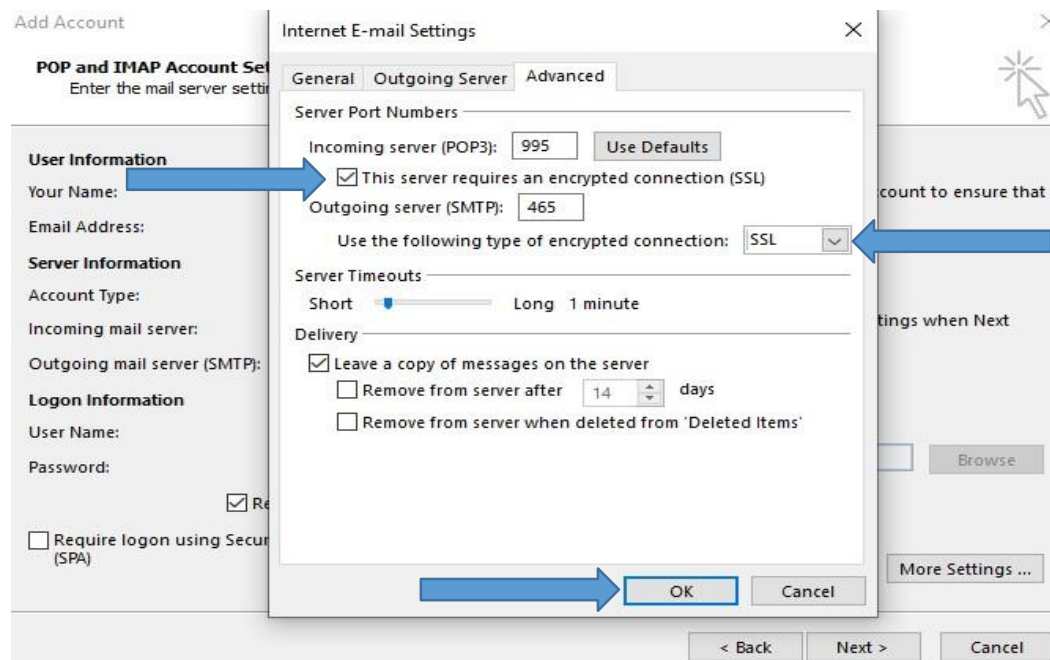
Require logon using Secure Password Authentication (SPA)



Step 6: on outgoing server menu tick **my outgoing server(SMTP)**



Step 7: In advanced option fill data like below



Step 8: Click **Test Account Settings** Button then it display like 2nd screenshot

Add Account X

POP and IMAP Account Settings
Enter the mail server settings for your account.

User Information
Your Name:
Email Address:

Server Information
Account Type:
Incoming mail server:
Outgoing mail server (SMTP):

Logon Information
User Name:
Password:
 Remember password
 Require logon using Secure Password Authentication (SPA)

Step 9: Click **Next** button it shows like below then close the new opened windows

Add Account X

POP and IMAP Account Settings
Enter the mail server settings for your account.

User Information
Your Name:
Email Address:

Server Information
Account Type:
Incoming mail server:
Outgoing mail server (SMTP):

Logon Information
User Name:
Password:
 Require logon using Secure Password Authentication (SPA)

Test Account Settings
We recommend that you test your account to ensure that the entries are correct.

Test Account Settings

Congratulations! All tests completed successfully. Click Close to continue.

Tasks	Status
✓ Log onto incoming mail server (POP3)	Completed
✓ Send test e-mail message	Completed

Step 10: Finish the setup

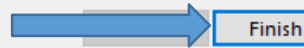
Add Account



You're all set!

We have all the information we need to set up your account.

Add another account...



Step 11: Now you can use zimbra mail in outlook

The screenshot shows the Microsoft Outlook interface. The title bar reads "Inbox - test@infonetsmart.com - Microsoft Outlook". The ribbon includes "FILE", "HOME", "SEND / RECEIVE", "FOLDER", and "VIEW". The "HOME" ribbon is active, showing options like "New Email", "Clean Up", "Delete", "Reply", "Reply All", "Forward", "More", "Move to?", "To Manager", "Team Email", "Reply & Delete", "Done", "Create New", "Move", "Rules", "OneNote", "Unread/Read", "Categorize", "Follow Up", "Search People", "Address Book", "Filter Email", "Send/Receive", and "All Folders".

The left sidebar shows the "Inbox" with 17 items. The selected email is from "Microsoft Outlook" with the subject "Microsoft Outlook Test Message" and the body text "This is an e-mail message sent automatically by Microsoft Outlook while testing the settings for your account." The sender is "Microsoft Outlook <test@infonetsmart.com>".

From	Subject	Time
Microsoft Outlook	Microsoft Outlook Test Message	1:35 PM
Microsoft Outlook	Microsoft Outlook Test Message	1:34 PM
Hr-Executive	Today Quote!!!	9:47 AM
Hr-Executive	Today Quote!!!	Mon 9:59 AM
IT Admin Executive-HO	mail test	Sat 9/5
Hr-Executive	Saturday Story!!!	Sat 9/5
Hr-Executive	Saturday Story!!!	Sat 9/5
IT Admin Executive-HO	Test	Fri 9/4