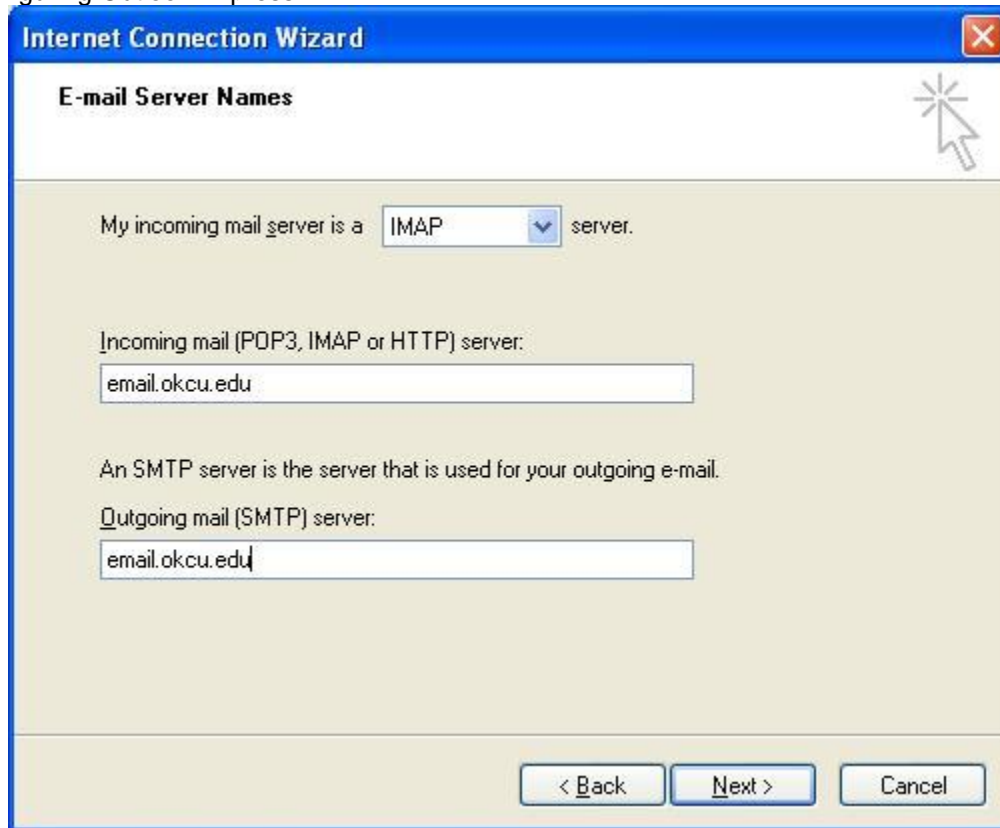


Configuring an IMAP client for OCU Email

If configuring your e-mail client to use the IMAP protocol to communicate with OCU's mail server, you will need to enter "email.okcu.edu" as your incoming and outgoing server names. Here is what it would look like if configuring Outlook Express:



The screenshot shows the "Internet Connection Wizard" dialog box, specifically the "E-mail Server Names" step. The window has a blue title bar with the text "Internet Connection Wizard" and a close button (X) in the top right corner. The main content area is light beige and contains the following text and input fields:

- At the top right of the main area is a help icon (a starburst with a mouse cursor pointing at it).
- The text "My incoming mail server is a" is followed by a dropdown menu showing "IMAP" and a small downward arrow, followed by the text "server."
- Below this is the text "Incoming mail (POP3, IMAP or HTTP) server:" followed by a text input field containing "email.okcu.edu".
- Below that is the text "An SMTP server is the server that is used for your outgoing e-mail." followed by the text "Outgoing mail (SMTP) server:" and another text input field containing "email.okcu.edu".
- At the bottom of the dialog are three buttons: "< Back", "Next >", and "Cancel".

Additionally, make sure to edit the properties of your eMail account settings and select the option to authenticate prior to sending an eMail message. This option must be selected to be allowed to send messages out. In Outlook Express, the option is shown below:

