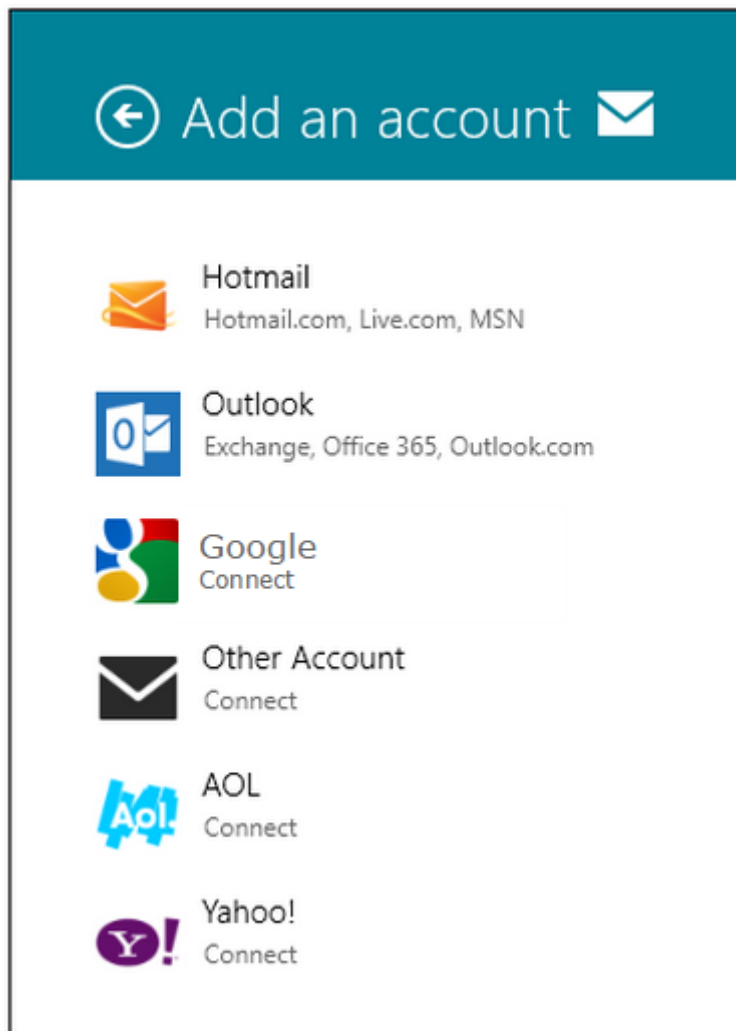


Creating a New Email Account in Windows 8 - Mail App

This guide will help you create a new email account using Windows 8 - Mail App using the proper server settings for LUS Fiber.

Step 1. Open Windows 8 **Mail** (you may need to login), and then click on **View all in Settings**

- Click **Other Account**



Step 2. Select **IMAP** for the kind of account

- Click **Connect**
- Enter your full **Email address**
- Enter your **Password**
- Click on **Show more details**

Step 3. Verify that your server information is entered as follows, and if not, make adjustments

- **Incoming (IMAP) email server** field listed as: **mail.lusfiber.net**
- Incoming **Port** listed as: **993**
- **Incoming server requires SSL** box is checked
- **Outgoing (SMTP) email server** field listed as: **smtp.lusfiber.net**
- Outgoing **Port** listed as: **465**
- **Outgoing server requires SSL** box is checked
- **Outgoing server requires authentication** box is checked
- **Use the same username and password to send and receive email** box is checked
- Click **Connect**
- You're finished!

Add your Other account

Enter the information below to connect to your Other account.

Email address

Username

Password

Incoming (IMAP) email server Port

Incoming server requires SSL

Outgoing (SMTP) email server Port

Outgoing server requires SSL

Outgoing server requires authentication

Use the same username and password to send and receive email

[Show fewer details](#)