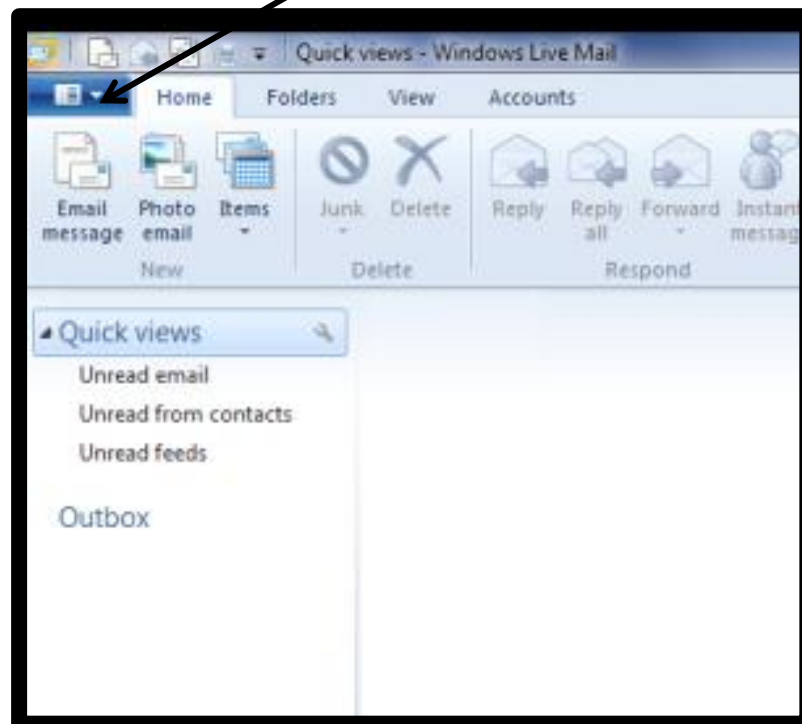


How to setup Live Mail on Windows 7

To set up Live Mail on Windows 7, you will need to do the following:

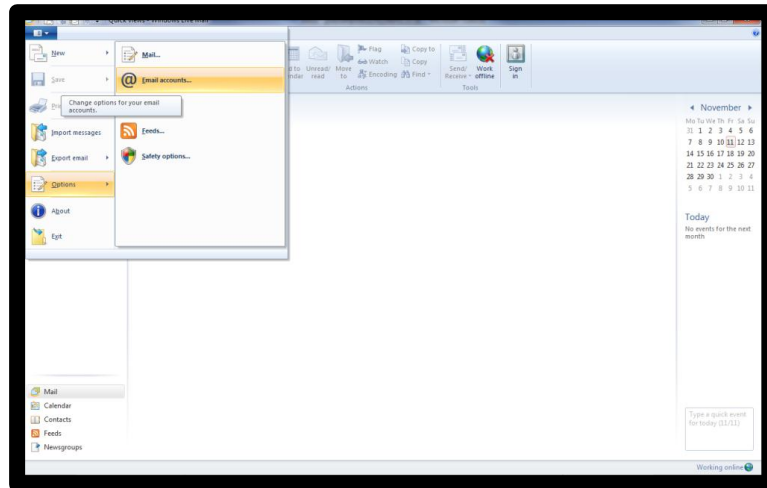
- Firstly, open the programme and click on the tab to the left of “Home”



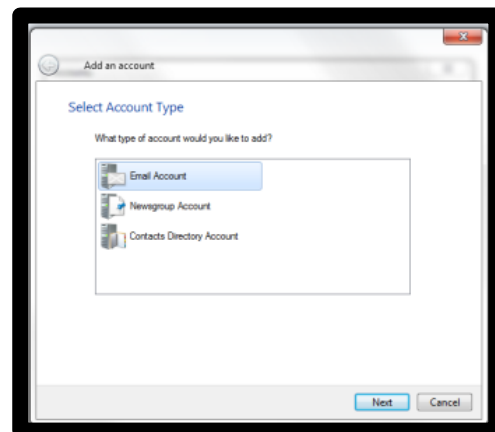
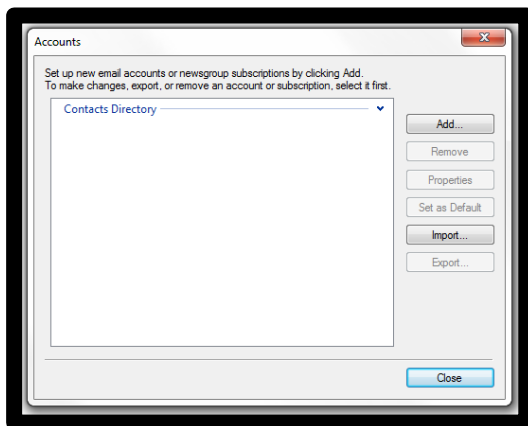
InTouch Systems is a trading name for RedShelf Limited
36 Hurricane Way, Norwich, Norfolk, NR6 6HU, UK

Telephone: +44 1603 425209 Fax: +44 1603 486987
Company Number: 5698572 VAT Number: 878 6604 68

- On the Drop down menu, select “Options” and then “E-mail Accounts”



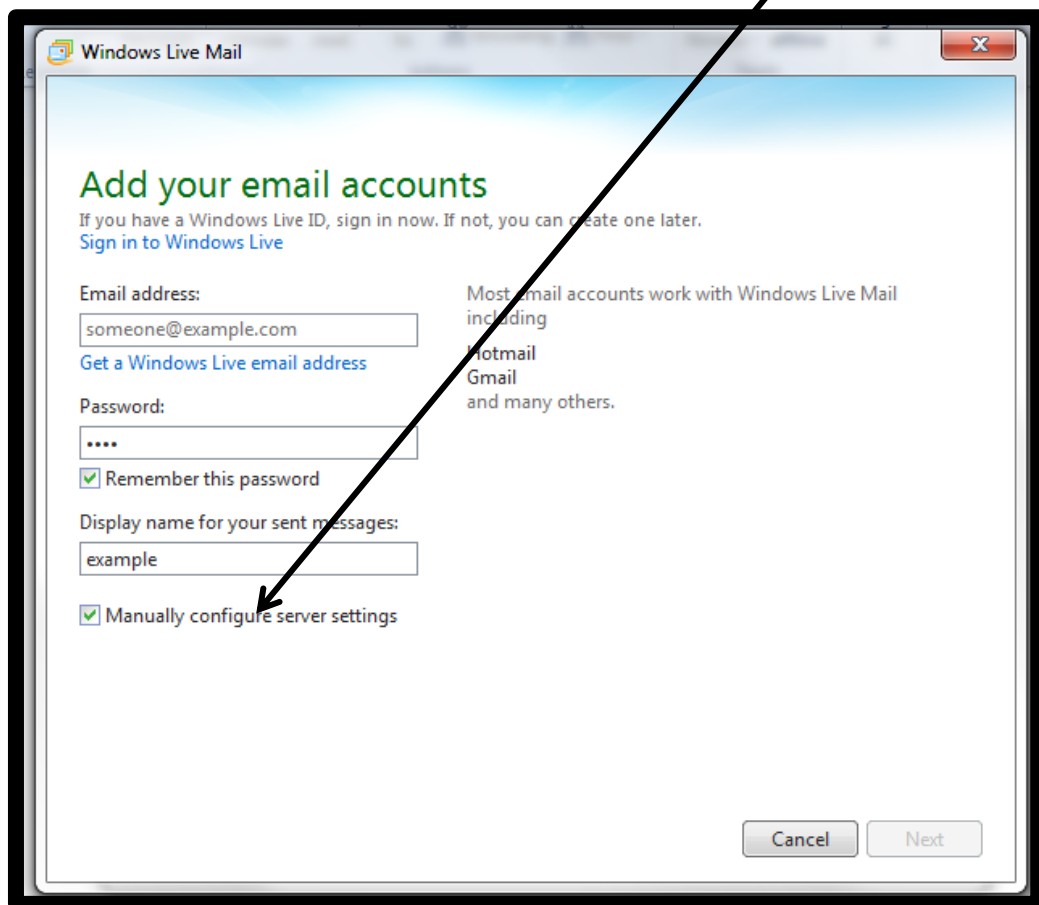
- Next, you will need to add the E-mail account.



InTouch Systems is a trading name for RedShelf Limited
36 Hurricane Way, Norwich, Norfolk, NR6 6HU, UK

Telephone: +44 1603 425209 Fax: +44 1603 486987
Company Number: 5698572 VAT Number: 878 6604 68

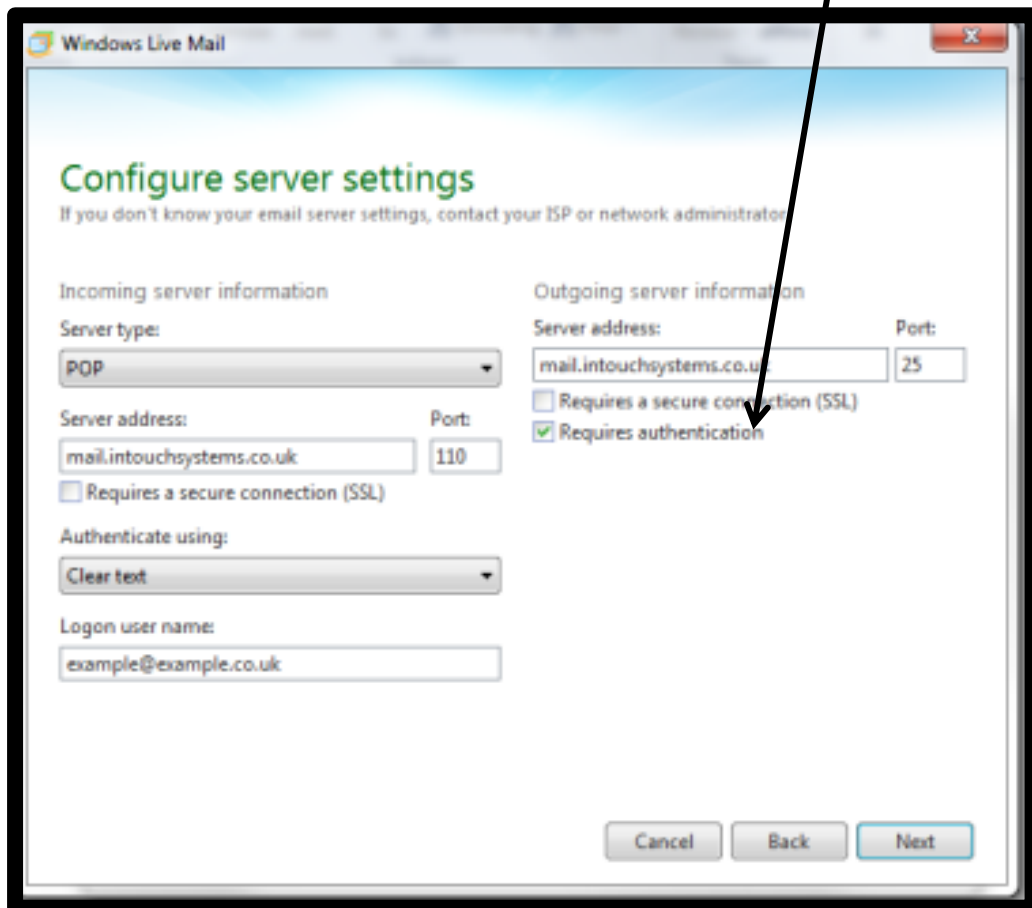
- You will need to enter the e-mail address with its Password.
- The display name can be anything.
- You will also need to make sure that there is a tick in the “Manually Configure server settings” and click “Next”.

A screenshot of the Windows Live Mail "Add your email accounts" dialog box. The window title is "Windows Live Mail". The main heading is "Add your email accounts" in green. Below it, there is a sub-heading: "If you have a Windows Live ID, sign in now. If not, you can create one later." with a link "Sign in to Windows Live". The form contains several fields: "Email address:" with the text "someone@example.com" and a link "Get a Windows Live email address"; "Password:" with a masked field "...." and a checked checkbox "Remember this password"; "Display name for your sent messages:" with the text "example"; and a checked checkbox "Manually configure server settings". To the right of the form, there is text: "Most email accounts work with Windows Live Mail including Hotmail Gmail and many others." At the bottom right, there are "Cancel" and "Next" buttons. A black arrow points from the text "Manually Configure server settings" in the list above to the "Manually configure server settings" checkbox in the screenshot.

InTouch Systems is a trading name for RedShelf Limited
36 Hurricane Way, Norwich, Norfolk, NR6 6HU, UK

Telephone: +44 1603 425209 Fax: +44 1603 486987
Company Number: 5698572 VAT Number: 878 6604 68

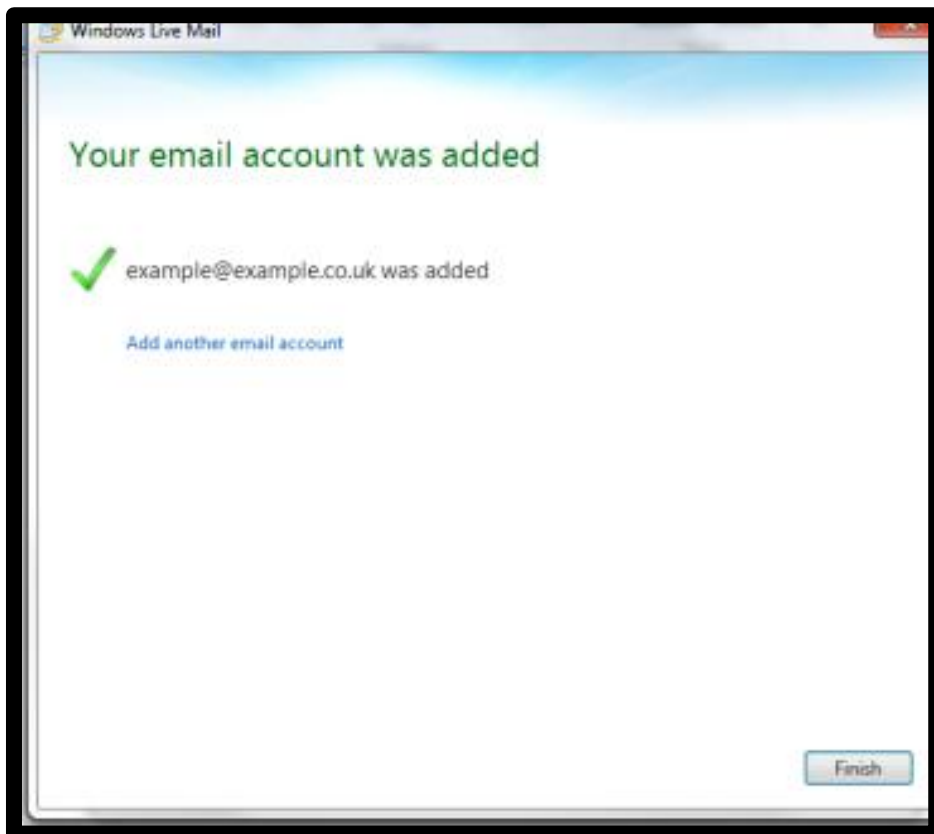
- The next stage is to enter the Incoming and Outgoing mail servers.
- The server address is mail.intouchsystems.co.uk
- Also make sure that there is a tick in the box “Requires authentication”
- When entering the logon username, this is the full E-mail address.
- Finally, select “Next” and then “Finish”



InTouch Systems is a trading name for RedShelf Limited
36 Hurricane Way, Norwich, Norfolk, NR6 6HU, UK

Telephone: +44 1603 425209 Fax: +44 1603 486987
Company Number: 5698572 VAT Number: 878 6604 68

- Finally, click on “Next” and then to complete the setup select “Finish” and the E-mail account should now be added.



InTouch Systems is a trading name for RedShelf Limited
36 Hurricane Way, Norwich, Norfolk, NR6 6HU, UK

Telephone: +44 1603 425209 Fax: +44 1603 486987
Company Number: 5698572 VAT Number: 878 6604 68