
NCMail: Netscape 7.2 Configuration Guide



Revision 1.0
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This document covers configuration of Netscape 7.2 for use with the NCMail email system. Netscape 7.2 is one of many email clients supported by NCMail.

The syntax used in this document is as follows:

Boldface = Names of input fields such as text and check box names.

Boldface and Italics = Input expected from user.

If you have any questions please direct them to your local Customer Service Center, Helpdesk or Local NCMail administrator

If your questions cannot be answered by your local contact, your local contact can open a ticket with the ITS Customer Service Center by telephone at 919.754.6000 or 1-800-722-3946 or email at ITS.incidents@ncmail.net.

Our staff will be happy to answer any of your questions.

Configuring Netscape 7.2

Netscape 7.2 is part of the Netscape family of products. It is one of many ways you can access your email from the NCMail email servers. You must have an NCMail account to continue with these instructions. The first step in setting up Netscape 7.2 is opening the program. To accomplish this you will need to navigate to the Netscape 7.2 icon on your computer and click the icon/menu as shown in Figure 1.

Open Netscape 7.2

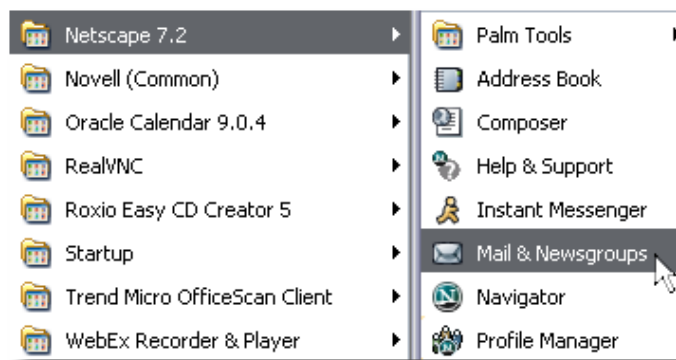


Figure 1

Setting up a New Account

If there are no accounts setup in Netscape the **New Account Wizard** will start automatically. If you have existing accounts setup in Netscape you may add a new one by clicking on **Edit, Mail & Newsgroups Account Settings** as shown in Figure 2.

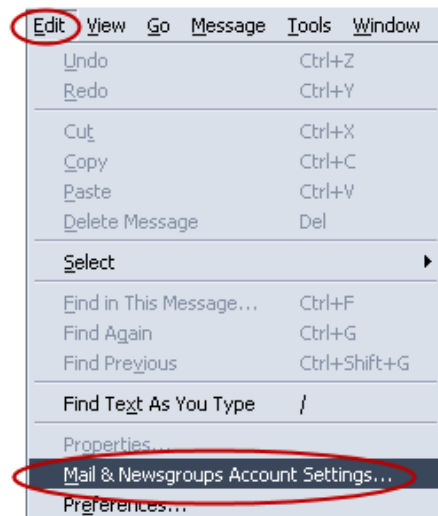


Figure 2

Click on the **Email Account** radio button then click **Next** as shown in Figure 3.

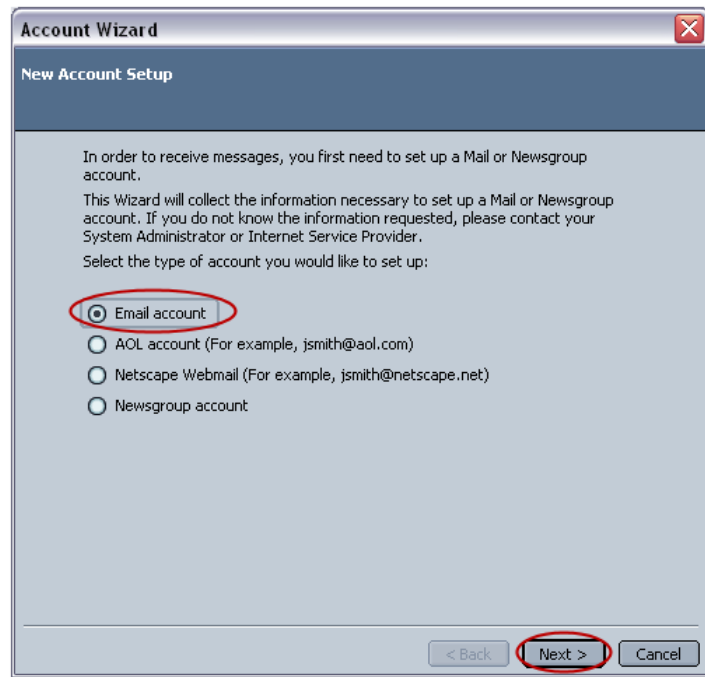


Figure 3

The **Identity** screen will appear as shown in Figure 4. Fill in the boxes with the settings given to you by your local NCMail administrator then click the **Next** button.

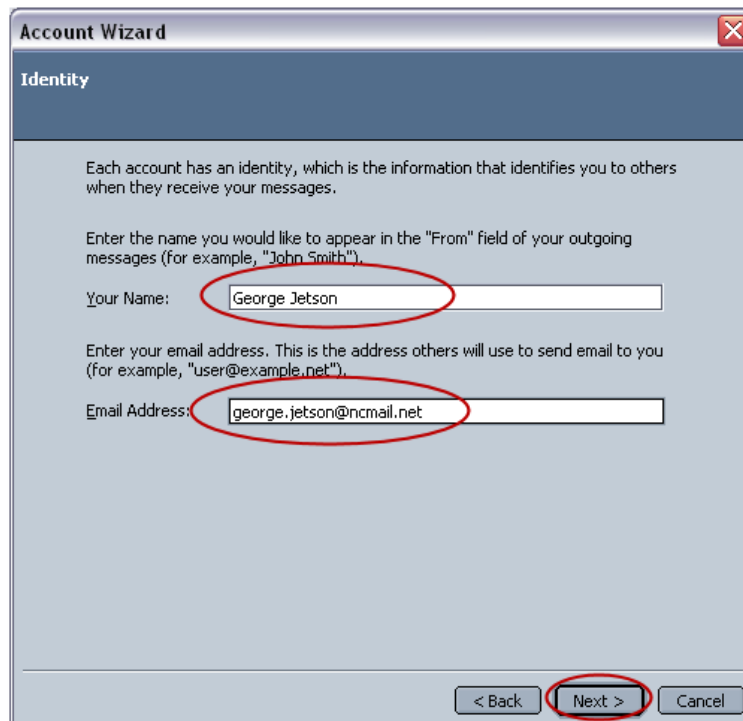


Figure 4

User Information:

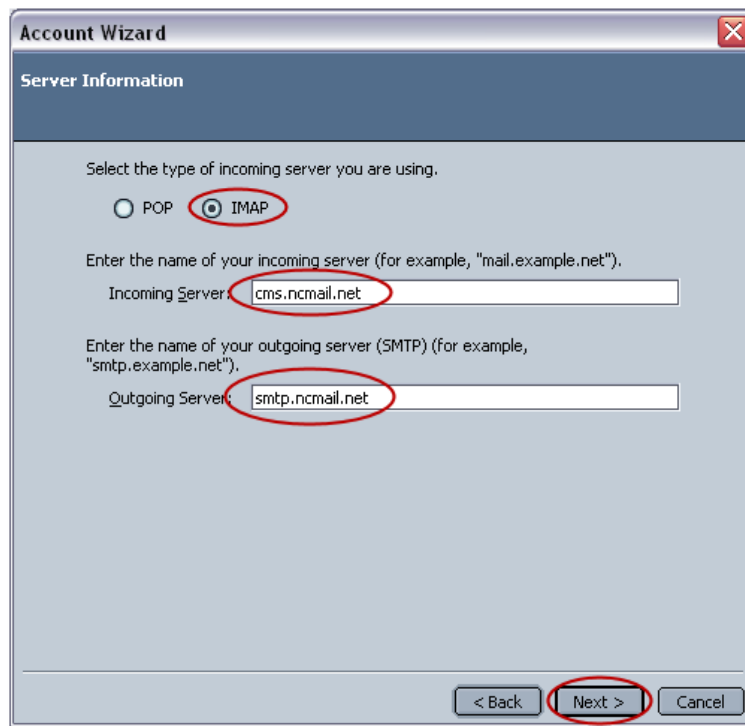
Your Name: Your real name like Betty Rubble or Jane Jetson

Email address: Your email address assigned to you by your local NCMail administrator. It is normally in the form of

[FirstName.LastName@ncmail.net](#). For example:

[Fred.Flintstone@ncmail.net](#).

The **Server Information** screen will appear as shown in Figure 5. Click the **IMAP** radio button and fill in the boxes with the settings shown below.



The screenshot shows the 'Account Wizard' dialog box with the 'Server Information' tab selected. The dialog contains the following elements:

- A title bar with 'Account Wizard' and a close button.
- A header area with 'Server Information'.
- Text: 'Select the type of incoming server you are using.'
- Two radio buttons: 'POP' (unselected) and 'IMAP' (selected and circled in red).
- Text: 'Enter the name of your incoming server (for example, "mail.example.net").'
- Text input field: 'Incoming Server:' with the value 'cms.ncmail.net' (circled in red).
- Text: 'Enter the name of your outgoing server (SMTP) (for example, "smtp.example.net").'
- Text input field: 'Outgoing Server:' with the value 'smtp.ncmail.net' (circled in red).
- Buttons at the bottom: '< Back', 'Next >' (circled in red), and 'Cancel'.

Figure 5

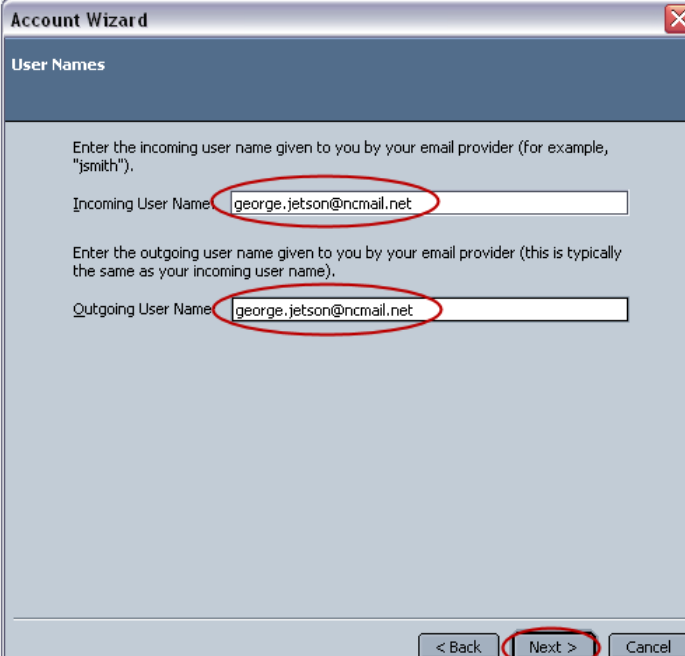
Server Information:

Incoming Server (IMAP): Enter ***cms.ncmail.net*** as shown.

Outgoing Server (SMTP): Enter ***smtp.ncmail.net*** as shown.

Click the **Next** button.

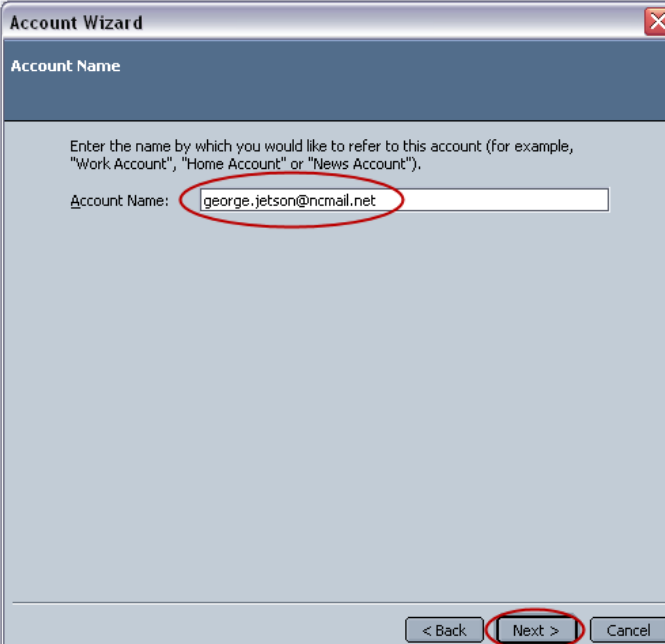
Enter your email address for both **Incoming** and **Outgoing User Names** as shown in Figure 6 and click the **Next** button.



The screenshot shows the 'Account Wizard' dialog box with the 'User Names' tab selected. The dialog contains two text input fields. The first field is labeled 'Incoming User Name' and contains the text 'george.jetson@ncmail.net'. The second field is labeled 'Outgoing User Name' and also contains 'george.jetson@ncmail.net'. Both fields are circled in red. At the bottom of the dialog, there are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is also circled in red.

Figure 6

Enter your email address for the **Account Name** as shown in Figure 7 and click the **Next** button.



The screenshot shows the 'Account Wizard' dialog box with the 'Account Name' tab selected. The dialog contains one text input field labeled 'Account Name' which contains the text 'george.jetson@ncmail.net'. This field is circled in red. At the bottom of the dialog, there are three buttons: '< Back', 'Next >', and 'Cancel'. The 'Next >' button is also circled in red.

Figure 7

Verify the settings are correct and press the **Finish** button as shown in Figure 8.

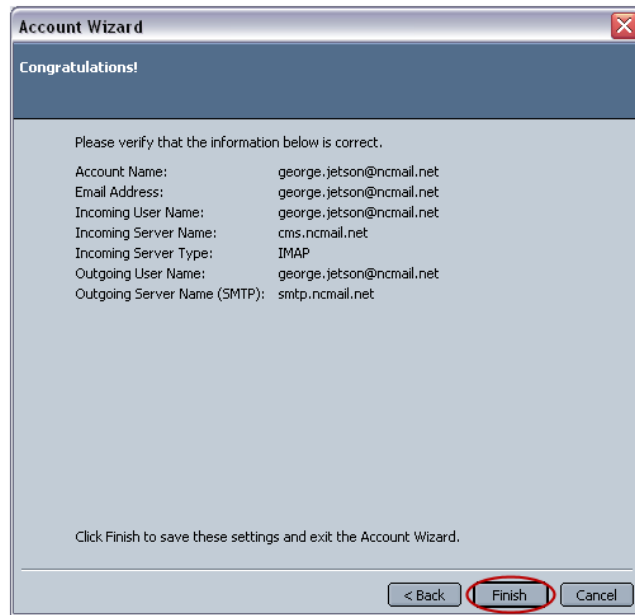


Figure 8

Click the **Server Settings** menu item as shown in Figure 9. Check the box beside **Use secure connection (SSL)** under the **Server Settings** section. This should automatically change the Incoming server (IMAP) port to **993**.

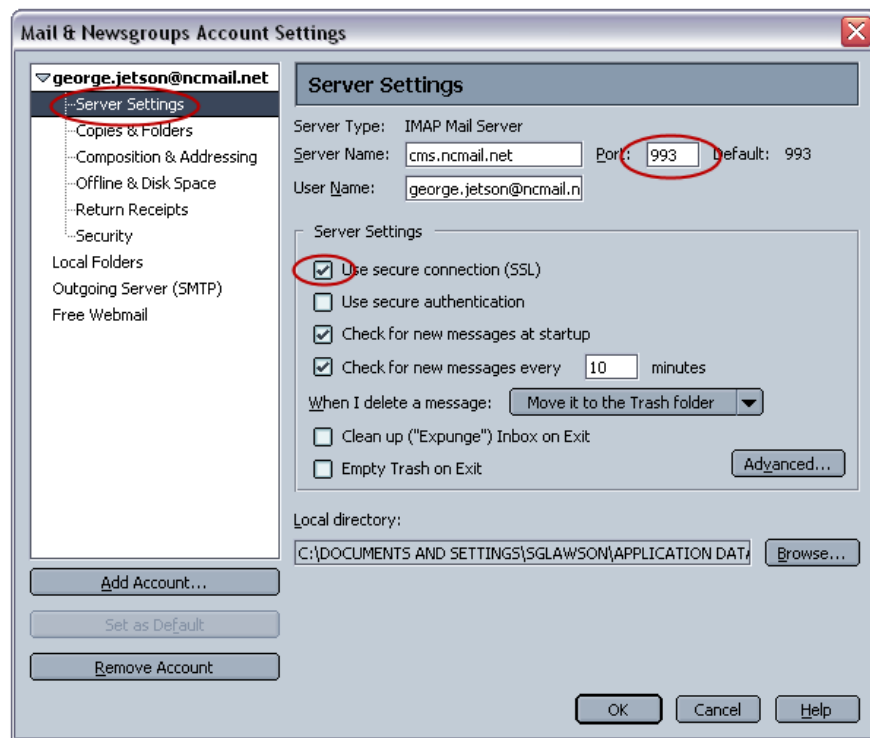


Figure 9

Click the **Outgoing Server (SMTP)** menu item as shown in Figure 10. Uncheck the **Use name and password** box and click the **No** radio button under **Use secure connection**. Click on the **OK** button.

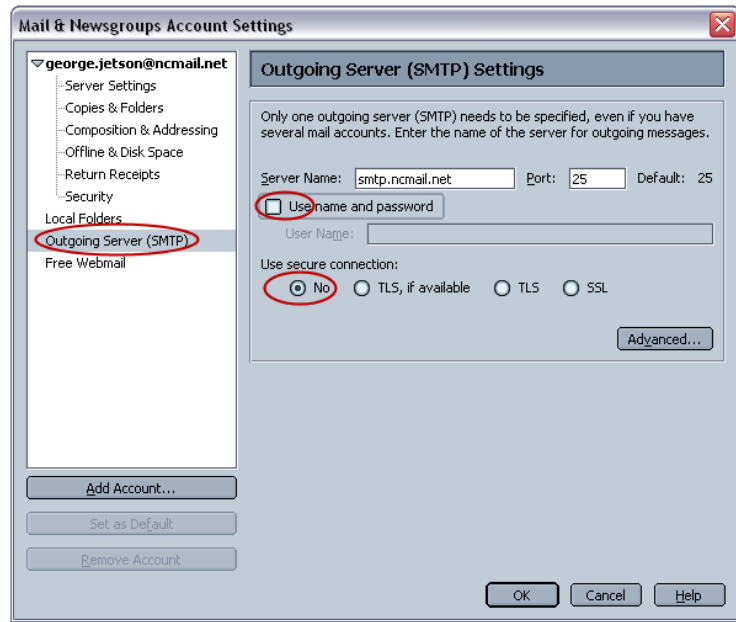


Figure 10

Congratulations! You have successfully created your NCMail account in Netscape 7.2.