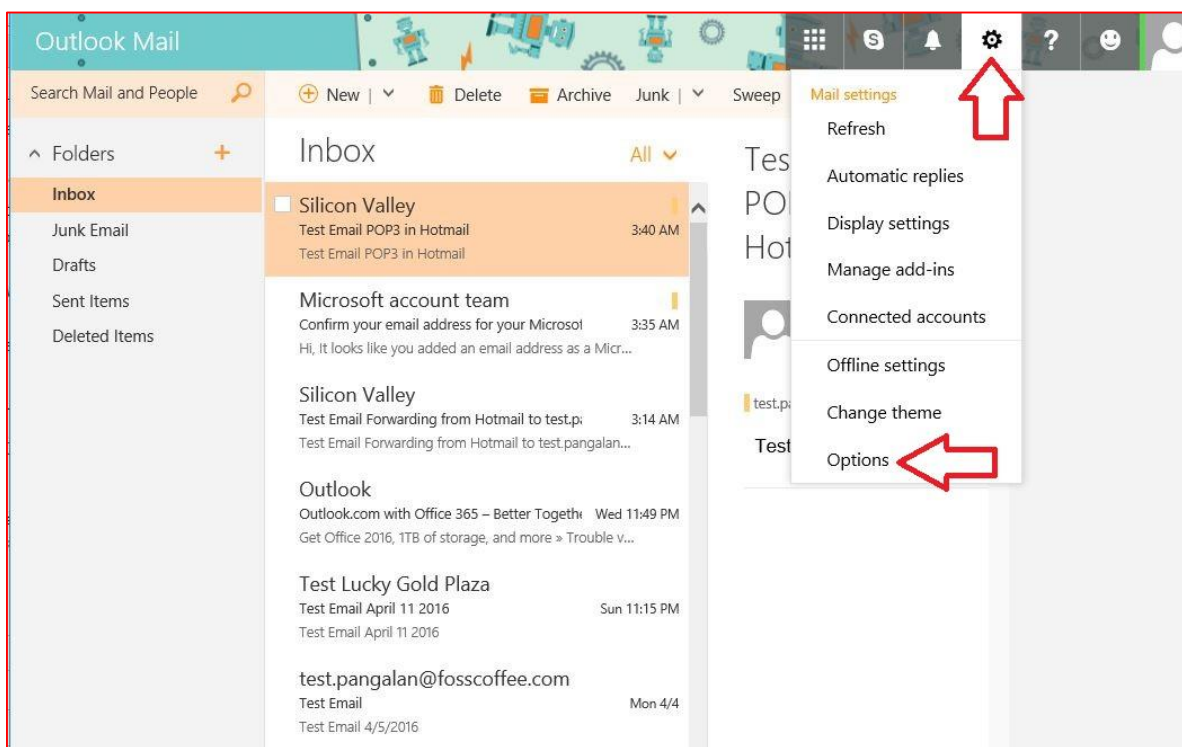
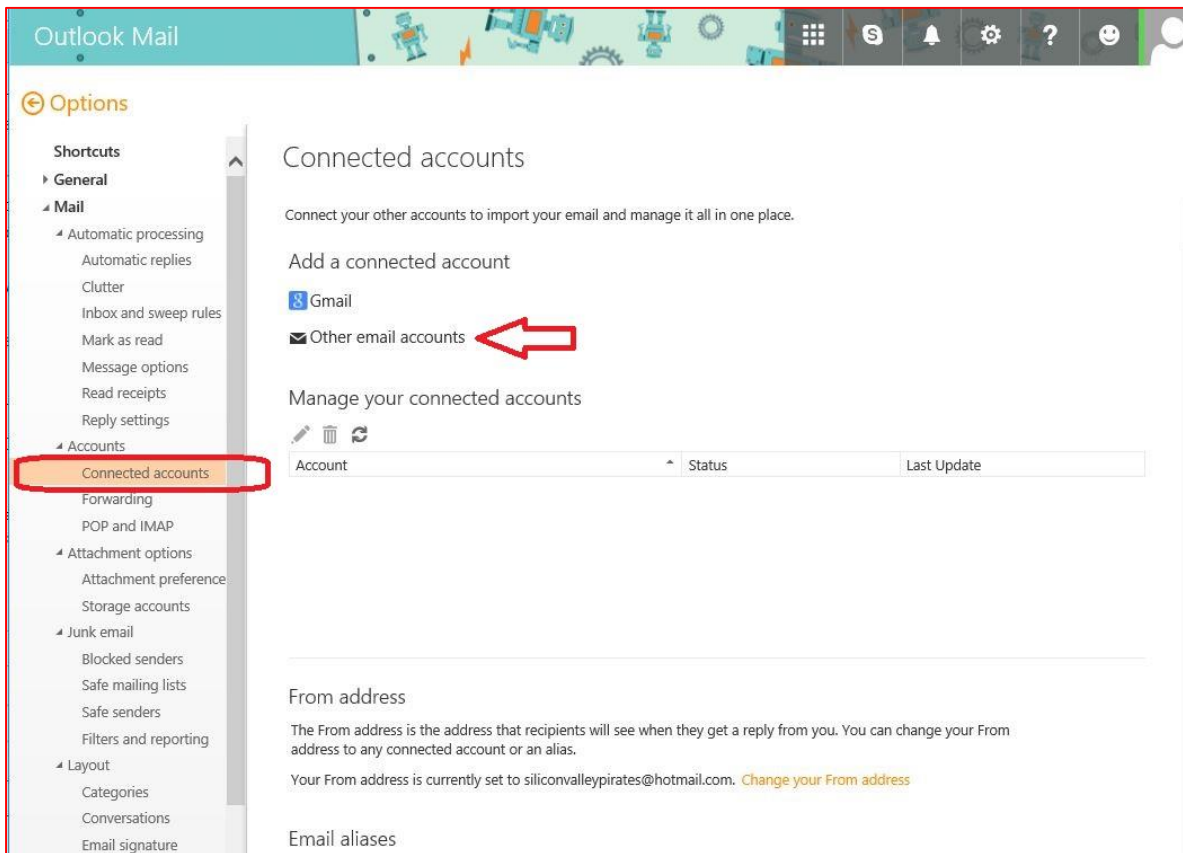


How to Set Up Email Address to Hotmail

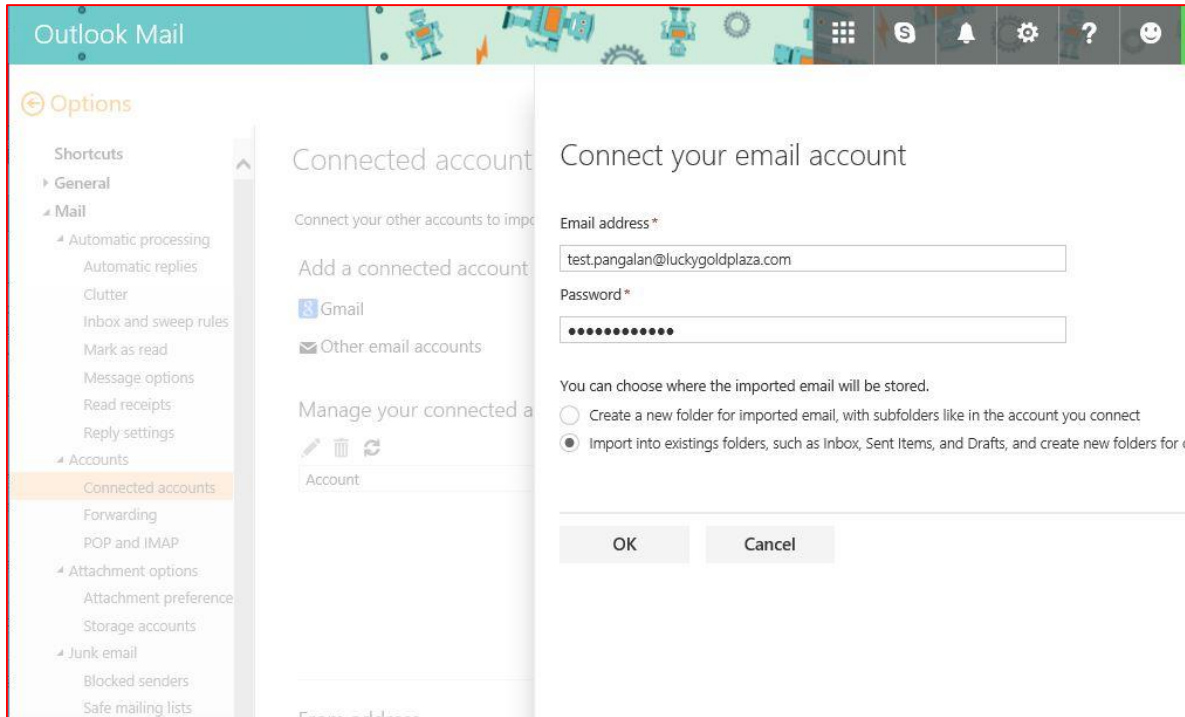
Click the **Gear Icon** then click **Options**



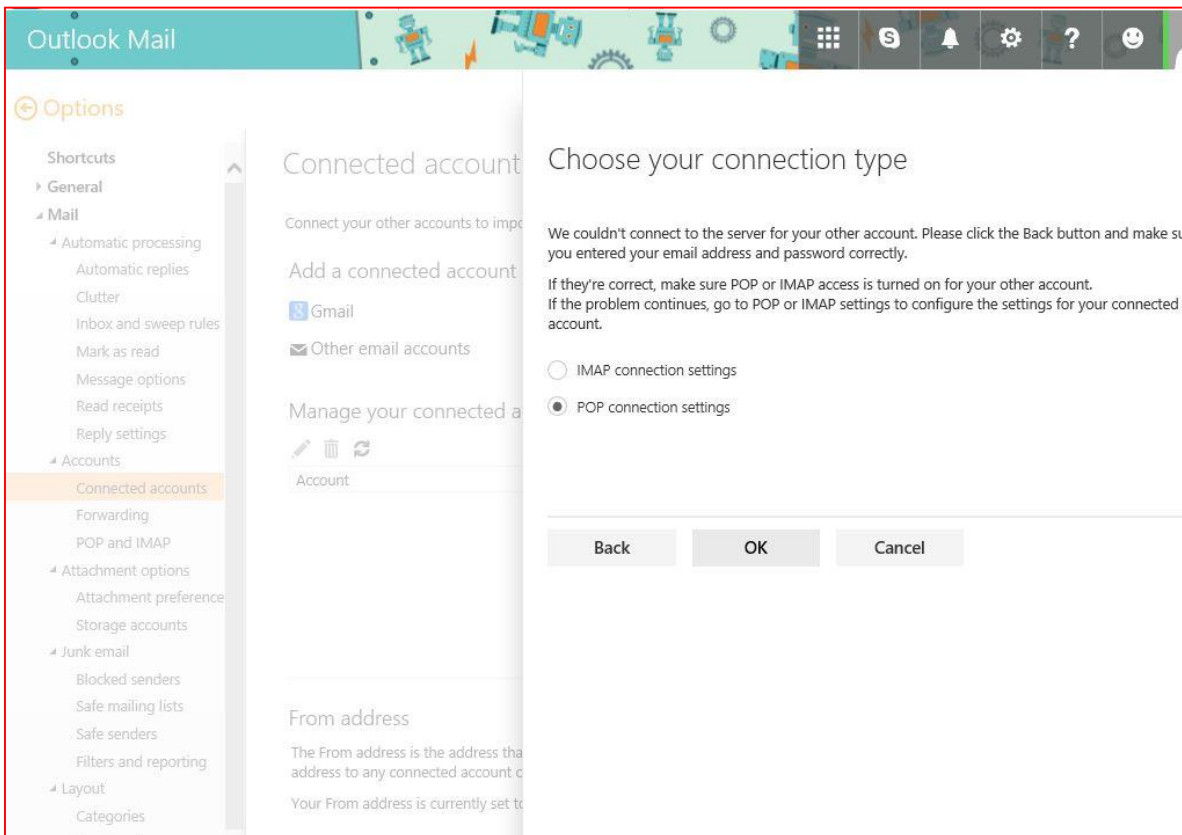
go to **Connected accounts** then click **Other email accounts**



Enter the **Email Address** and **Password**



Select POP connection settings



Fill up the **Account Information**

The image shows a dialog box titled "Account information" with the following fields and options:

- Display name: Test Lucky Gold
- Email address*: test.pangalan@luckygoldplaza.com
- User name: test.pangalan@luckygoldplaza.com
- Password*: [Redacted]

You can choose where the imported email will be stored.

- Import into existings folders, such as Inbox, Sent Items, and Drafts, and create new folders for others
- Create a new folder for imported email, with subfolders like in the account you connect
- Leave a copy of messages on the server

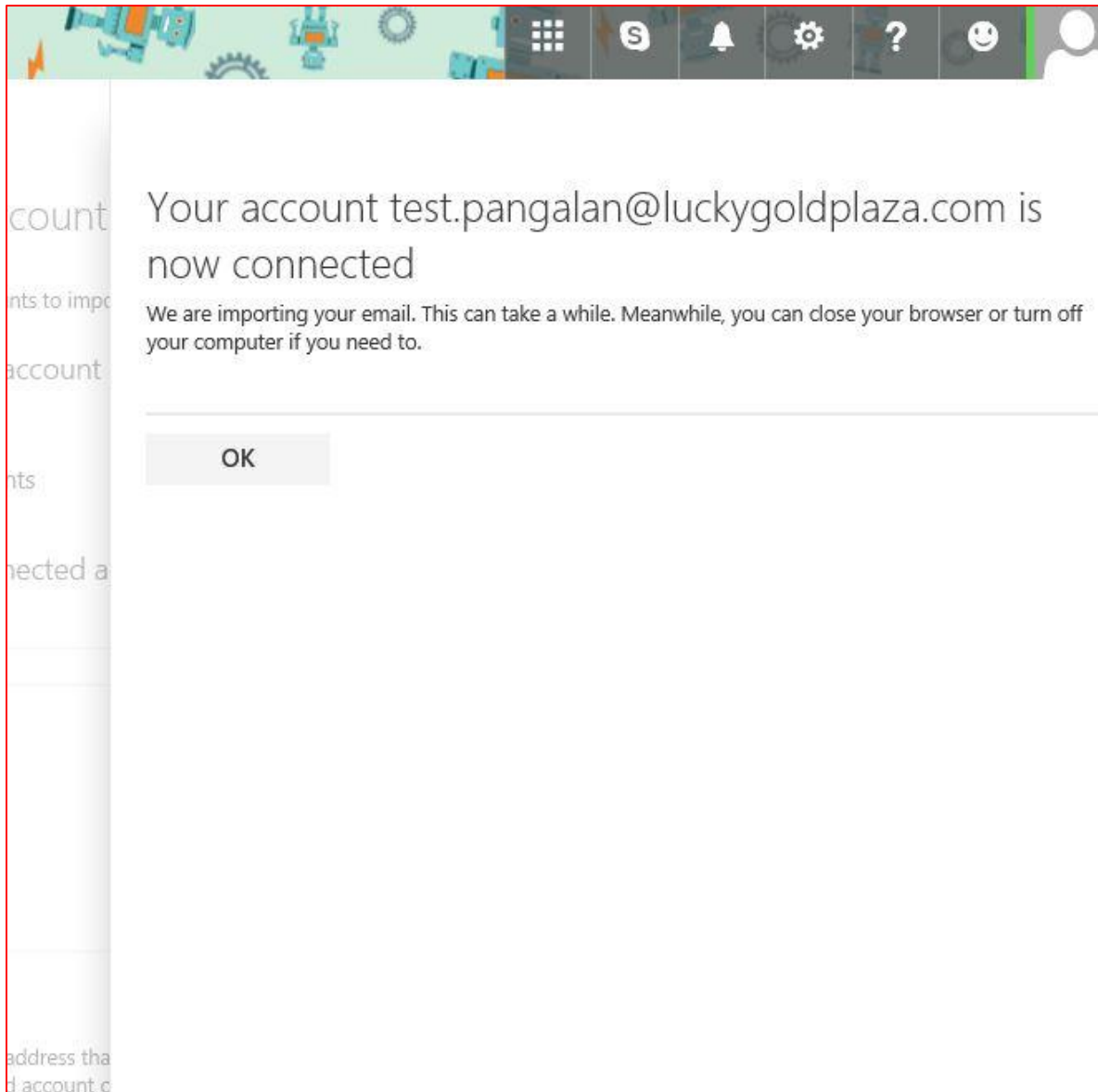
Server information

- Incoming (POP) server*: mail.luckygoldplaza.com
- Incoming server port*: 110
- Outgoing (SMTP) server*: mail.luckygoldplaza.com
- Outgoing server port*: 587
- Authentication: Basic
- Encryption: None

Buttons: Back, OK, Cancel

Red arrows point to the Incoming server port, Outgoing server port, Encryption, and OK buttons.

The message below will show up for successful set up



How to change From Address

From the **Option**, select **Connected accounts** then click **Change your from address**

The screenshot shows the Outlook Mail interface. On the left, the 'Options' menu is expanded to 'Accounts', where 'Connected accounts' is highlighted with a red box. In the main pane, the 'Connected accounts' section is visible, showing a table with one account: 'test.pangalan@luckygoldplaza.com'. Below this, the 'From address' section is shown, with the current address 'test.pangalan@luckygoldplaza.com' highlighted by a red box and a 'Change your From address' link next to it. A red arrow points from the 'Options' menu item in the top right to the 'Change your From address' link.

Outlook Mail

Options

- Shortcuts
- General
- Mail
 - Automatic processing
 - Automatic replies
 - Clutter
 - Inbox and sweep rules
 - Mark as read
 - Message options
 - Read receipts
 - Reply settings
 - Accounts
 - Connected accounts**
 - Forwarding
 - POP and IMAP
 - Attachment options
 - Attachment preference
 - Storage accounts
 - Junk email
 - Blocked senders
 - Safe mailing lists
 - Safe senders
 - Filters and reporting
 - Layout
 - Categories
 - Conversations
 - Email signature
 - Message format

Connected accounts

Connect your other accounts to import your email and manage it all in one place

Add a connected account

- Gmail
- Other email accounts

Manage your connected accounts

Account	Status
test.pangalan@luckygoldplaza.com	Up to date 4:10 AM

From address

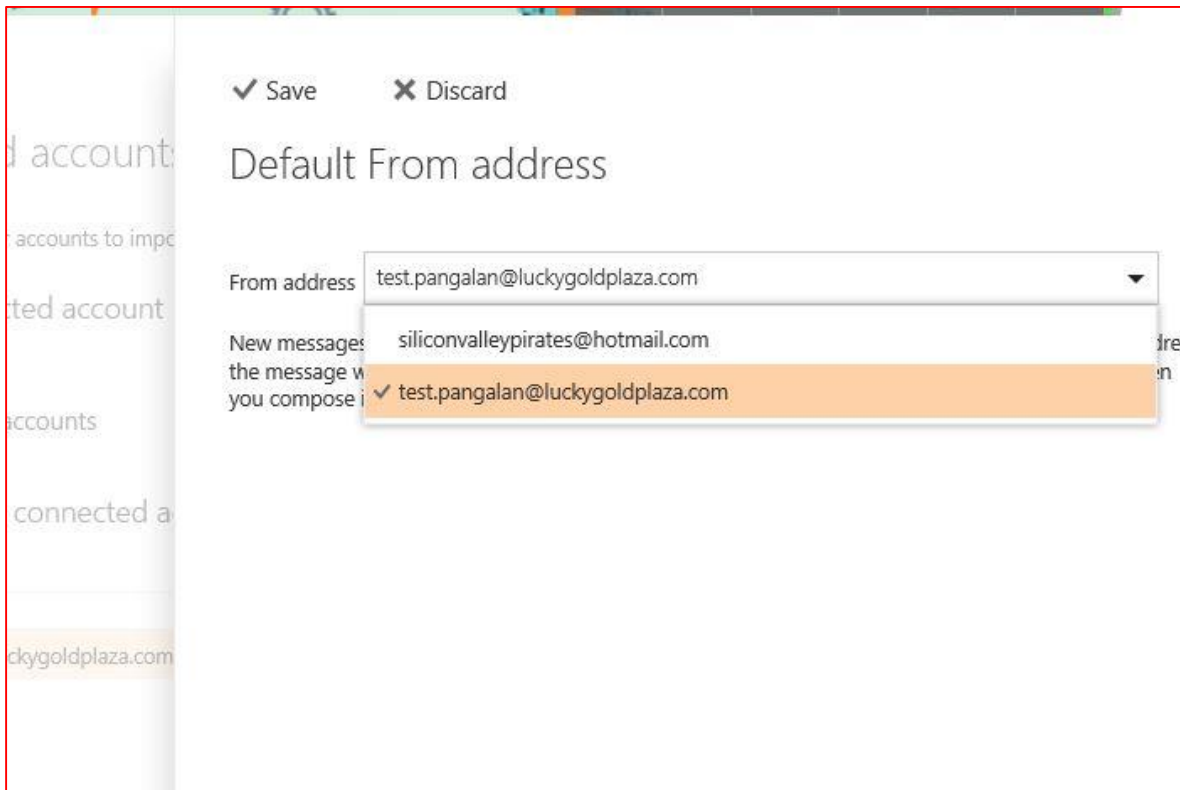
The From address is the address that recipients will see when they get a reply from you. You can change your From address to any connected account or an alias.

Your From address is currently set to test.pangalan@luckygoldplaza.com. [Change your From address](#)

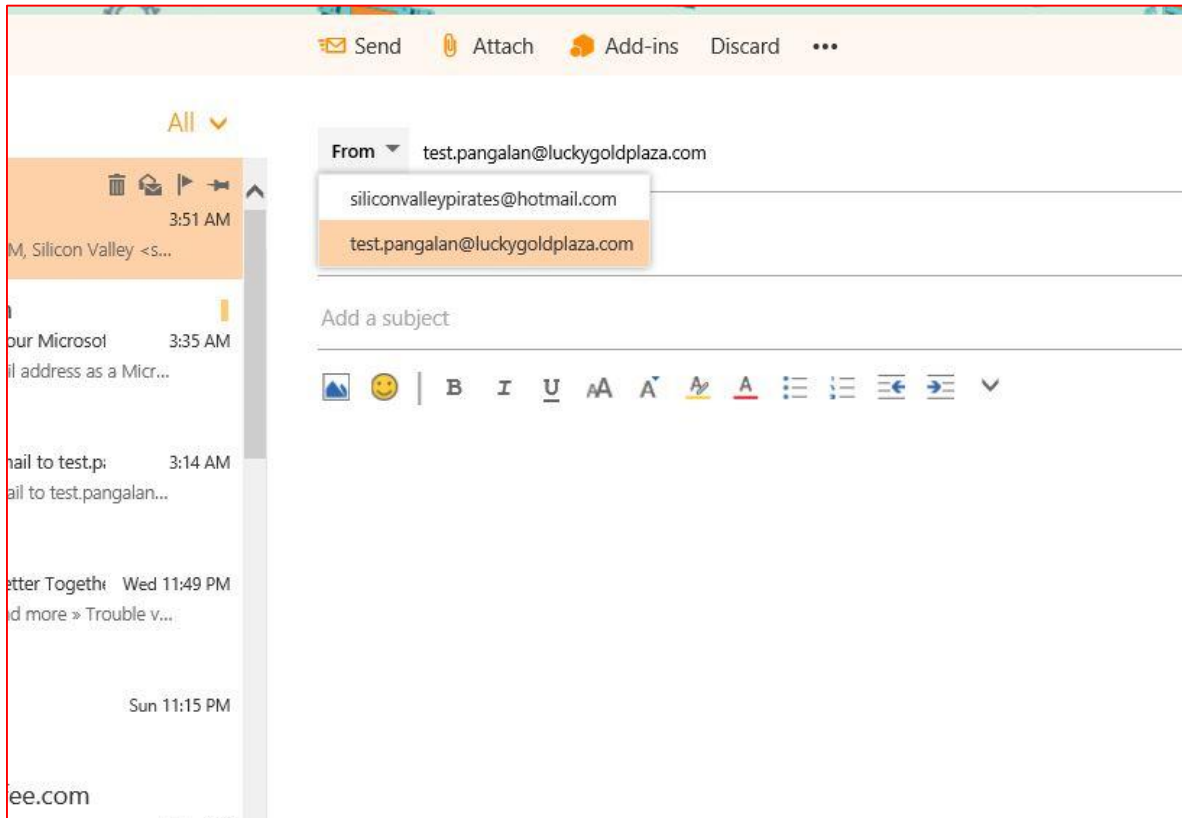
Email aliases

[Manage or choose a primary alias](#)

Select the Preferred Email Address



Go back to the account, then click New Message. Click the From Drop Down then select the preferred Email Address



Source: <http://www.howto-outlook.com/howto/outlookcompersonaladdress.htm>