How Set Up Email using Thunderbird

Step 1

Select **Tools | Account Settings… | Account Actions | Add Mail Account**.
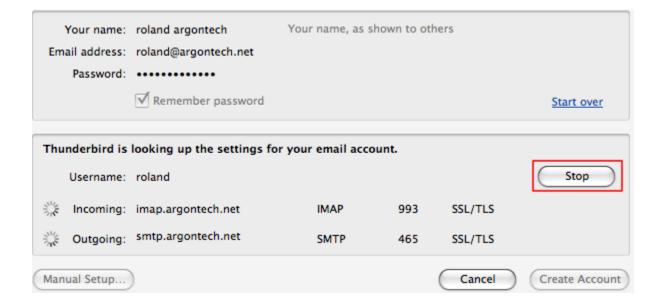
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Step 2

Enter your username (check with your mail provider; it is your full email address) and password and click **Continue**.

Your name:	roland argontech	Your name, as shown to others
Email address:	roland@argontech.net	
Password:	••••••••••••	
	☑ Remember password	

Cancel   **Continue**

Step 3

Thunderbird will attempt to configure your accounts settings automatically using IMAP. Click**Stop**.

Your name:	roland argontech
Email address:	roland@argontech.net
Password:	••••••••••••
	☑ Remember password

Your name, as shown to others

Start over

Thunderbird is looking up the settings for your email account.

Username: roland   Stop

	Incoming:	imap.argontech.net	IMAP	993	SSL/TLS
	Outgoing:	smtp.argontech.net	SMTP	465	SSL/TLS

Manual Setup...   Cancel   Create Account
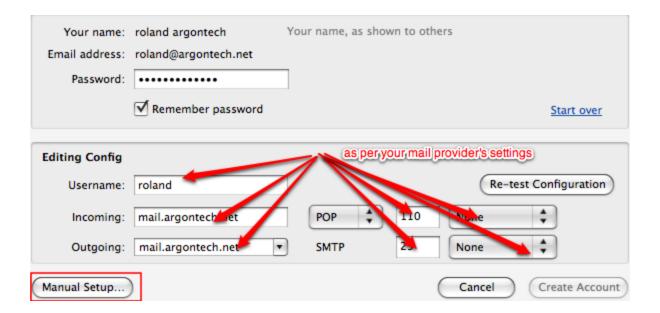
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Step 4

Enter your account details as follows:

- Username: Enter your full email address

- Incoming: mail.yourdomainname.com

- Outgoing: mail.domainname.com

- Select "POP" from the drop-down list to the right of the incoming mail server name (the row labelled "Incoming:" in the screenshot). **This is important because if IMAP is selected you won't be able to change it to POP later!**

- Incoming port number: POP3 – 110 or 995 / IMAP – 143 or 993

- Outgoing port number: 587

- Incoming security: This depends on the email provider.
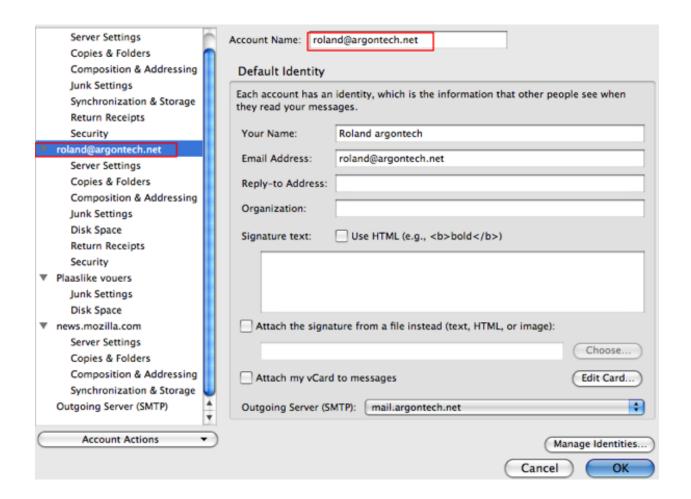
- Outgoing security: This depends on the email provider.

Step 5

Once these settings have been entered, click **Manual Setup...**

You may get an error message that says that the SMTP account already exists. Clear the message.

Step 6

Click on **Cancel** to exit the Account Settings dialog. Re-open the Account Settings page and you will see that your new account has been created. Also please check your Outgoing Server (SMTP) is correct for this account

Step 7

Check that your incoming and outgoing mail is working correctly. **If everything is ok (i.e. you can send and receive email and see your old emails; note that some email providers may not give you access to all of your emails or all your email folders; check with your mail provider) and you accidentally created an IMAP account**, then delete the accidentally created IMAP account as follows: open **Tools | Account Settings...**, select the accidentally created IMAP account with the IMAP server setting, then select **Account Actions|Remove Account** from the drop-down list underneath the account list on the left.

SOURCE: https://support.mozilla.org/en-US/kb/faq-changing-imap-pop