



Dacorum U3A

Computer Support Group

30th November 2018

Agenda



- Open forum
- Identify subjects for breakout groups and later meetings
- Configuring Email Clients
- Tea and Coffee break (about 3.00 pm?)
- Continue Presentation
- Breakout groups looking at individual problems

Introduction



How you can connect to an email server

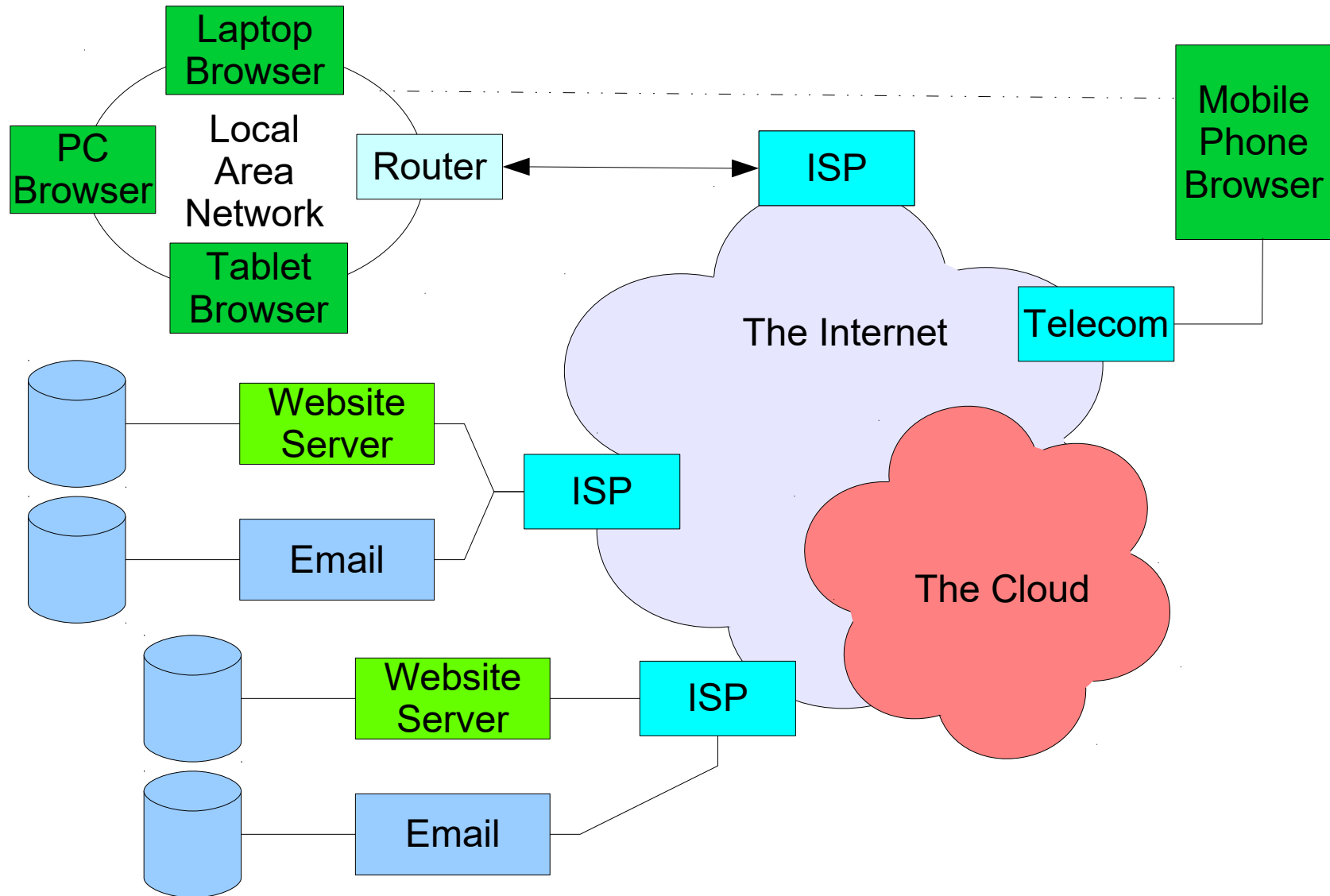
What options are there?

What type of connection should you use

How to find how to configure an email app

Definition of terms

Network View



How is the connection



The previous slide shows a simplified view

In fact, a email app requires **two** connections, one for sending and one for receiving, there is often a different address for each.

There is no commonality in the way that email providers form their addresses.

Almost all have two addresses for receiving emails.

Some even have multiple addresses for sending offering different facilities

Sending emails



Almost all email providers provide the same method for sending emails – SMTP.

Simple Message Transmission Protocol

In theory, this could use a different email address and password. In practice this rarely happens.

Some email providers provide a separate address for sending with an id that is guaranteed to be the same as the signon. This can help prevent messages being rejected by some receiving email providers.

Receiving Emails



There are two very different normal methods of receiving messages: IMAP and POP3

Internet **M**essage **A**ccess **P**rotocol

This is the 'modern' and complex of the two. Although there are advantages they may be outweighed by the disadvantages in individual cases

Post **O**ffice **P**rotocol

This is a much simpler protocol but if you require to receive mail on different devices may be more difficult to operate

POP3



POP was one of the first protocols for receiving emails and is the simplest to understand.

Essentially, the email app 'logs on' to the email server, searches for any new messages in the 'inbox' and then logs off again.

The app can be set to do this process at timed intervals.

Usually it can also be set to receive only the header (subject line) or the entire message. It can also be set to delete the message from the server.

POP3 2



Main advantages

- Emails not all stored centrally
- Easier to manage

Main disadvantages

- Mails not received immediately
- May not manage spam effectively

Utility Warehouse says (not 100% true):

- POP3 might be better if you prefer to use only one device to access your email. Your messages will be downloaded to your device and then deleted from our server, so your only storage limit will be the free space on your own device. However, you won't be able to access your messages from a second device or another email client.

IMAP



IMAP is a more complex method. The app logs on to the server and logs off again when the app closes.

IMAP looks at **all** the folders defined in both the server and the app and will ensure that both 'ends' have the same messages. i.e. if a message is deleted on the server, it will also be deleted in the app; and vis-versa.

Any messages that arrive at the server will immediately be sent to the a logged on app.

In this way, the messages will be coordinated across multiple devices (the main advantage of IMAP)

IMAP 2



Main advantages

- All Emails on multiple devices
- Emails shown as soon as possible

Main disadvantages

- All emails stored centrally
- More difficult to manage

Utility Warehouse says:

- If you view your email using more than one device or email client, it is usually best to pick IMAP. You can see the messages stored on our server from any device or email client you use.

Configuration help



Email providers will provide the information to configure into your email app, this is the **only** way to get some information.

What settings do I need for my mail client or device?

Utility Warehouse's is:

Username – this is your full email address

Password – your chosen email password

Incoming mail server IMAP or POP3: mail.uwclub.net

Incoming port IMAP: 993 or POP3: 995

Outgoing mail SMTP server: mail.uwclub.net

Outgoing port SMTP TLS: 587 or SSL: 465

Same
Address

*Make sure that your security settings are set-up to enable TLS
(or SSL if not available)*

Configuration help 3



Sometimes the client providers will provide general assistance. E.g.

<https://support.mozilla.org/en-US/kb/manual-account-configuration>
is the general help for Thunderbird.

BT configuration help



IMAP settings

Incoming Mail Server: mail.btinternet.com

Port: 993 (this should be automatically populated by selecting the SSL encryption)

SSL Encryption: Enabled (but not STARTTLS)

Username: your email address including the @btinternet or @btopenworld.com part

Password: your btinternet or btopenworld password

Root folder/path:

Folder separator: . (full stop)

Please do NOT enable "secure password authentication" (SPA). It's not needed when you use SSL encryption and won't work.

If your IMAP client supports it, we recommend you also set up the following folders:

Trash

Sent Items

Drafts

POP3 settings

Incoming Mail Server: mail.btinternet.com

Port: 995 (this should be automatically populated by selecting the SSL encryption)

SSL Encryption: Enabled (but not STARTTLS)

Username: your email address including the @btinternet.com or @btopenworld.com part

Password: your btinternet or btopenworld password

POP from folder: by default, POP will pull emails from your inbox

SMTP settings

Outgoing Mail Server: mail.btinternet.com

Port: 465 (this may not be automatically populated on selecting SSL, so you'll need to check)

SSL Encryption: Enabled (but not STARTTLS)

Authentication: PLAIN

Username: your email address including the @btinternet or @btopenworld.com part

Password: your btinternet or btopenworld password

Connection Security



There are 3 options for Connection Security:

None – Obviously try to avoid using this

STARTLS - is an email protocol command that tells an email server that an email client, including an email client running in a web browser, wants to turn an existing insecure connection into a secure one.

SSL/TLS - provide a way to encrypt a communication channel between two computers over the Internet.

Transport Layer Security is the latest name for Secure Socket Layer

These have different Port numbers



Thunderbird Examples SMTP

U3A PLUSNET

The screenshot shows the 'SMTP Server' configuration dialog box. It is divided into two sections: 'Settings' and 'Security and Authentication'. In the 'Settings' section, the 'Server Name' is 'relay.plus.net' and the 'Port' is '587'. In the 'Security and Authentication' section, 'Connection security' is set to 'None', 'Authentication method' is 'Password, transmitted insecurely', and the 'User Name' is 'dacorumu3a+webmaster'. Three blue callout boxes point to these fields: 'SMTP Server' points to the empty 'Description' field, 'No security!!!' points to the 'Connection security' dropdown, and 'Email Address' points to the 'User Name' field. 'OK' and 'Cancel' buttons are at the bottom.

Field	Value
Description	
Server Name	relay.plus.net
Port	587
Default Port	587
Connection security	None
Authentication method	Password, transmitted insecurely
User Name	dacorumu3a+webmaster



Thunderbird Examples SMTP

English Miscellany

SMTP Server

Settings

Description: Virtualnames Mail

Server Name: smtp.ukservers.net

Port: 465 Default: 465

Security and Authentication

Connection security: SSL/TLS

Authentication method: Normal password

User Name: webmaster@englishmiscellany.com

OK Cancel

SMTP Server

Security OK

Email Address

Thunderbird Examples POP



U3A PLUSNET

The screenshot shows the 'Account Settings' window for the 'U3A' account. The 'Server Settings' tab is selected, showing the following configuration:

- Server Type: POP Mail Server
- Server Name: pop3.plus.net
- Port: 110
- User Name: dacorumu3a+webmaster
- Connection security: None
- Authentication method: Password, transmitted insecurely
- Check for new messages at startup:
- Check for new messages every: 10 minutes
- Automatically download new messages:
- Fetch headers only:
- Leave messages on server: (Annotated with 'Delete after receipt')
- For at most: 14 days
- Until I delete them:
- Message Storage: Empty Deleted folder on Exit: (Annotated with 'Include inbox with another')
- Message Store Type: File per folder (mbox)
- Local directory: D:\Peter\AppData\Thunderbird\Profiles\vj5i23cs.default\M

Receive Config

Check Frequency

What parts To get

POP Server

Email Address

No security!!!

Delete after receipt

Include inbox with another

OK Cancel

Thunderbird Examples POP



English
Miscellany
Receive Config

POP Server

Email Address

Security OK

Namesco Help

Delete after receipt

Include inbox with another

Check Frequency

What parts To get

Namesco Help

Thunderbird Examples IMAP



BTINTERNET

Receive Config

Check Frequency

Delete after receipt

Server Settings

Server Type: IMAP Mail Server

Server Name: mail.btinternet.com Port: 993 Default: 993

User Name: myaddress@btinternet.com

Security Settings

Connection security: SSL/TLS

Authentication method: Normal password

Server Settings

Check for new messages at startup

Check for new messages every 10 minutes

Allow immediate server notifications when new messages arrive

When I delete a message:

Move it to this folder: Trash on thebushills@btinternet.com

Just mark it as deleted

Remove it immediately

Advanced...

Message Storage

Clean up ("Expunge") Inbox on Exit

Empty Deleted folder on Exit

Message Store Type: File per folder (mbox)

Local directory: D:\Peter\AppData\Thunderbird\Profiles\jm7kw957.IMAP\ImapM

Email Address

Use SSL/TLS

Include inbox with another

Thunderbird Examples IMAP



BTINTERNET

Receive Config

Server

Email Address

Use SSL/TLS

Check
Frequency

Delete after
receipt

Include inbox
with another

Thunderbird Examples IMAP



English Miscellany emails are hosted on names.co.uk. Like many providers, they provide examples of how to configure their email on many different apps

Configuartion Tutorials

TUTORIALS

[How to set up an IMAP account in Mac Mail](#)

[How to setup an IMAP account in Outlook 2010](#)

[How to setup an IMAP account in Outlook 2007](#)

[How to set up an IMAP account Outlook Express](#)

[How to setup an IMAP account on iPhone & iPad](#)

[How to set up a IMAP account in Windows Mail 2011](#)

[How to set up a IMAP account in Mozilla Thunderbird](#)

[How to set up an IMAP account on an Android device](#)

[How to set up an IMAP account on Windows 8 Mail](#)

[How to setup an IMAP account in Outlook 2013](#)

[How to setup an IMAP account in Outlook 2016](#)

How easy is SMTP



To show how easy it to implement SMTP, this is the code I used to send out Emails to all the members about the AGM and EGM:

```
Dim message = New MailMessage()
message.Body = MessageTxt.Text
Message.BodyEncoding = System.Text.Encoding.GetEncoding("iso-8859-1")
Message.Subject = HeaderTxt.Text
Dim mailer As New SmtplibClient("relay.plus.net", 25)
mailer.Credentials = New System.Net.NetworkCredential("dacorumu3a+webmaster",password)
message.From = New MailAddress("webmaster@u3adacorum.org.uk", "U3A Webmaster")
message.Attachments.Add(New Attachment("C:\Users\Peter\Documents\U3A\1809 SGM.pdf",
    MediaTypeNames.Application.Octet))
For Each mem As emaildata In List.CheckedItems
    message.Bcc.Add(New MailAddress(mem.EmailAdd, mem.Membname))
Next
Try
    mailer.Send(message)
Catch ex As Exception
    MsgBox("Send " + ex.Message)
Exit Sub
End Try
```