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

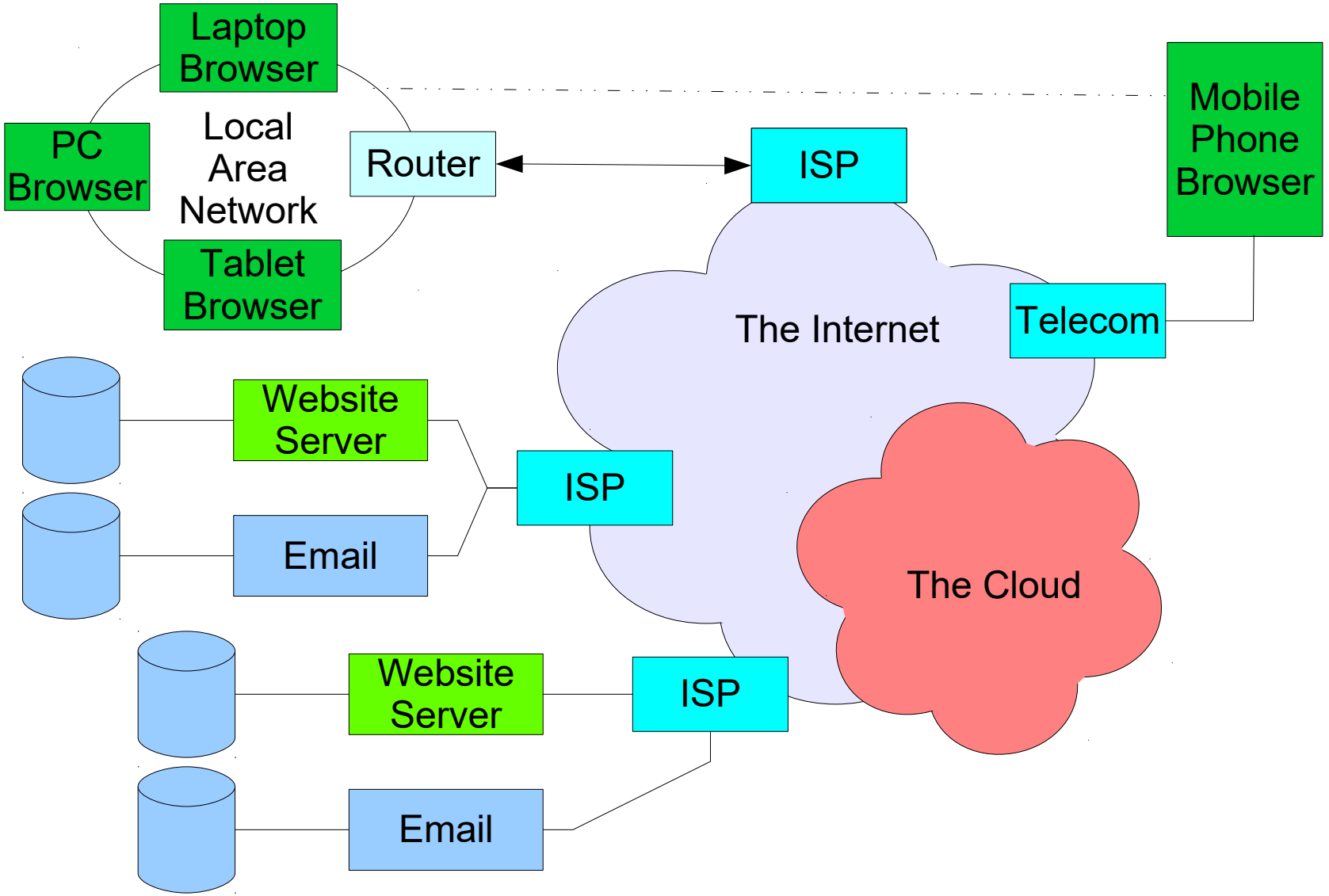
What options are there?

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 **M**essage **T**ransmission **P**rotocol

In theory, this could use a different email address and password. In proactice 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

Same Address

Outgoing port SMTP TLS: 587 or SSL: 465

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 slecting 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

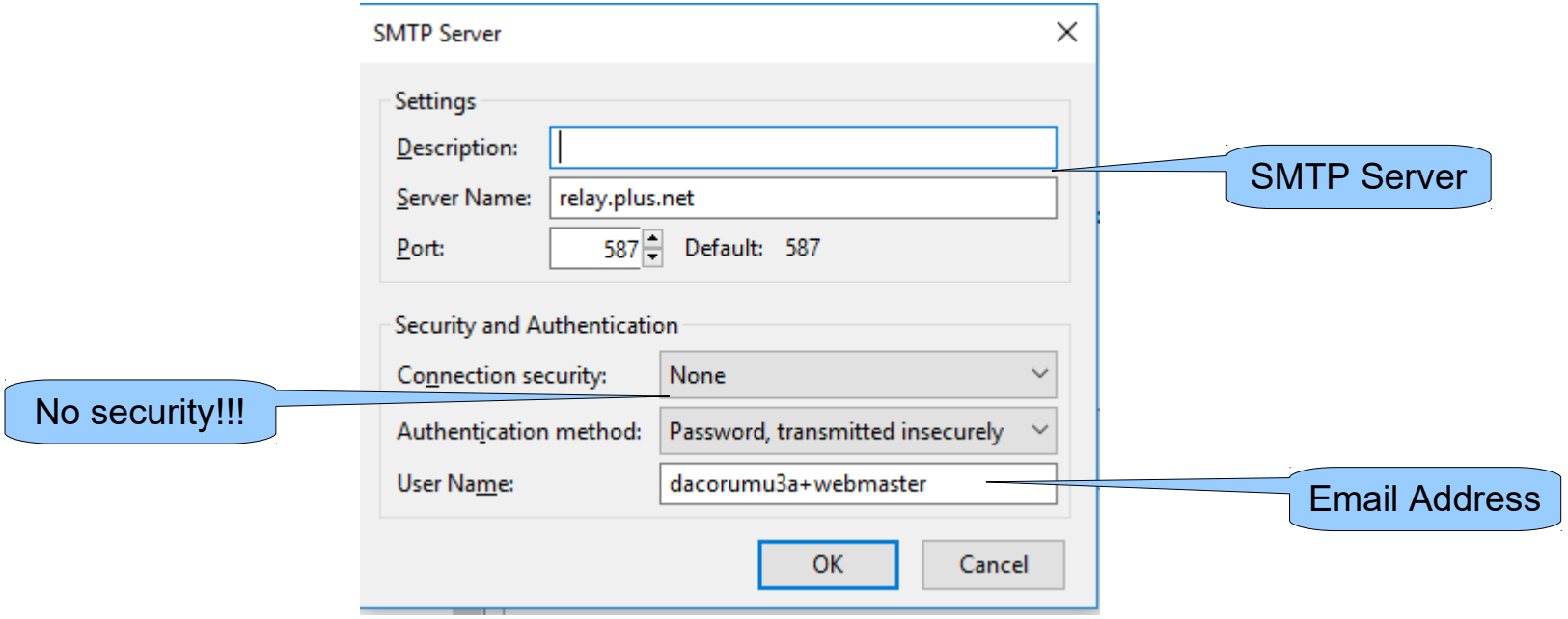
STARTLS - is an email protocol command that tells an email server that an email client, including an email client running in a web browser, wants to turn an existing insecure connection into a secure one.

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

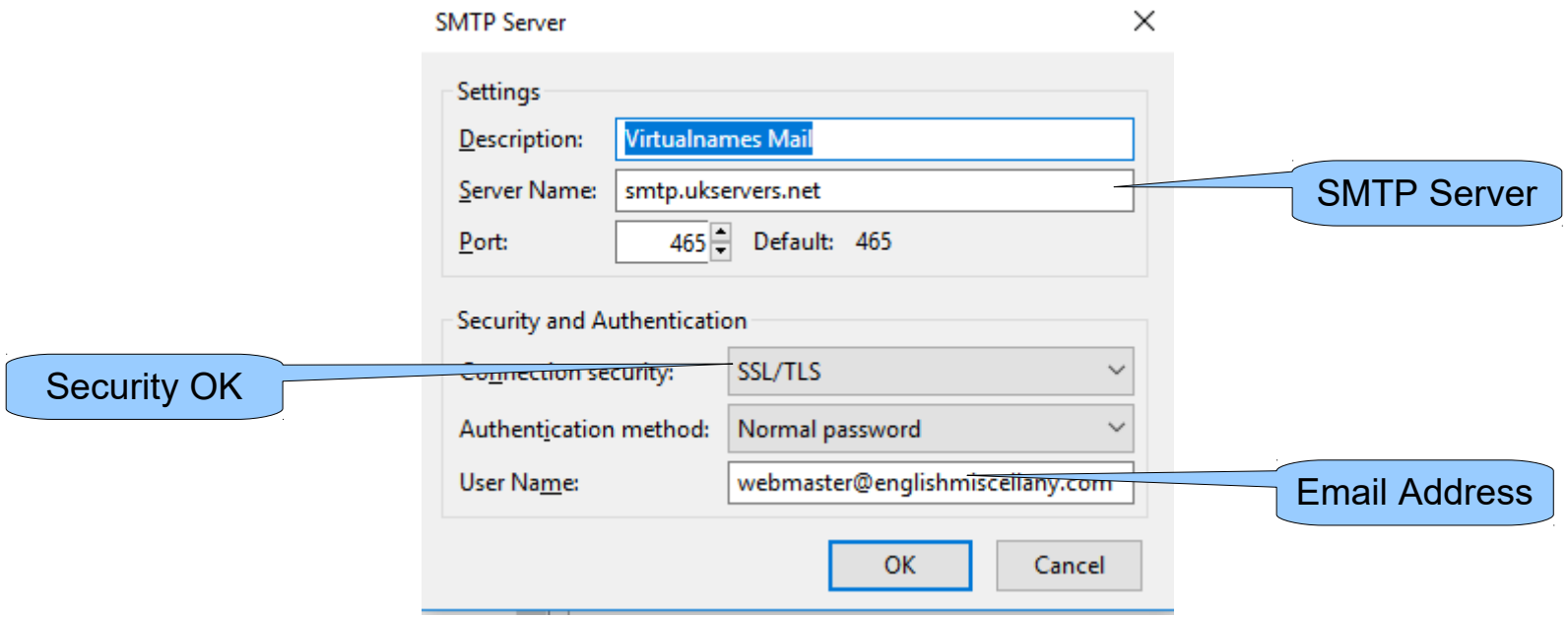
Thunderbird Examples SMTP

U3A PLUSNET



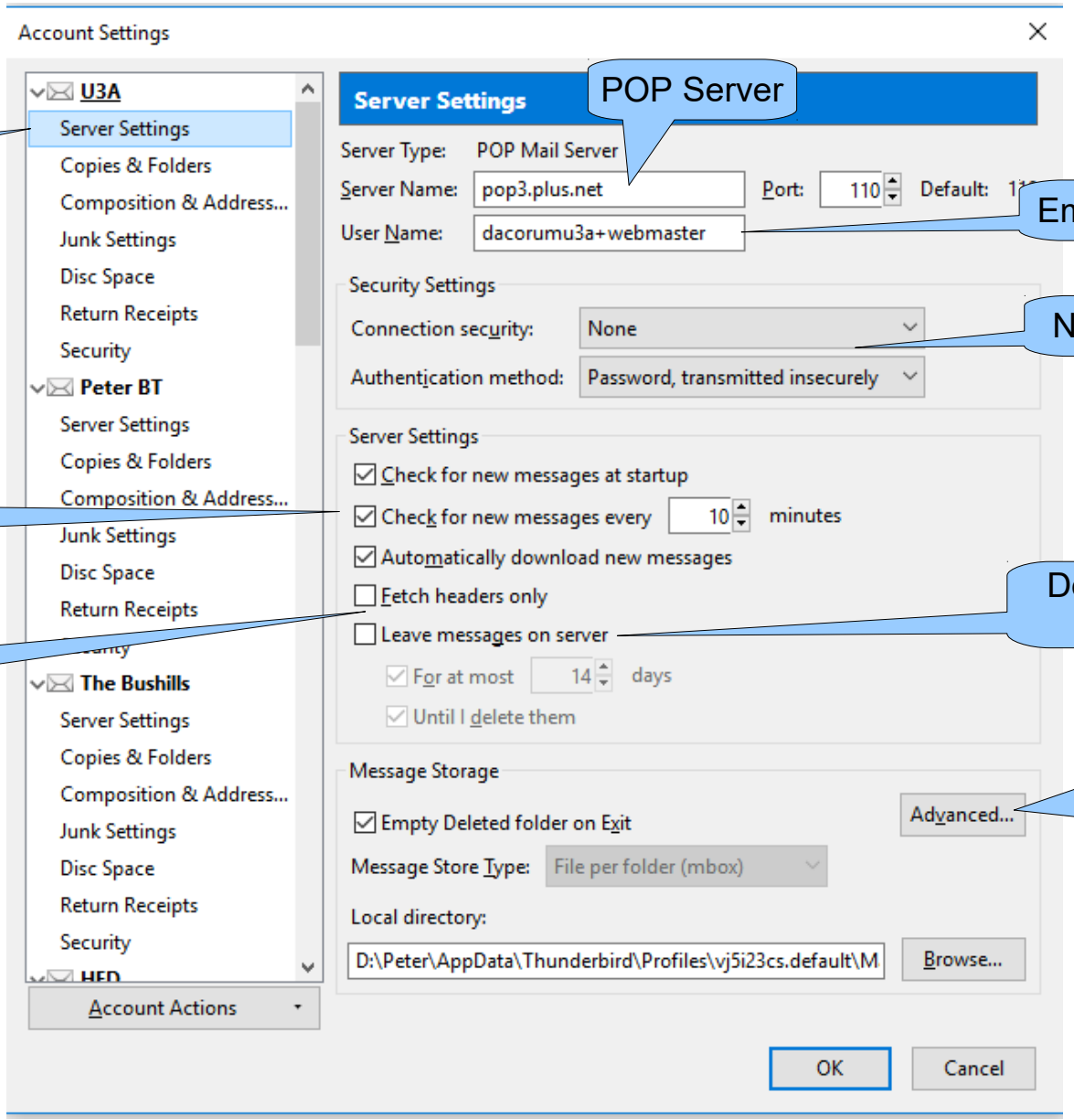
Thunderbird Examples SMTP

English Miscellany



Thuderbird Examples POP

U3A PLUSNET



Receive Config

POP Server

Email Address

No security!!!

Check Frequency

What parts To get

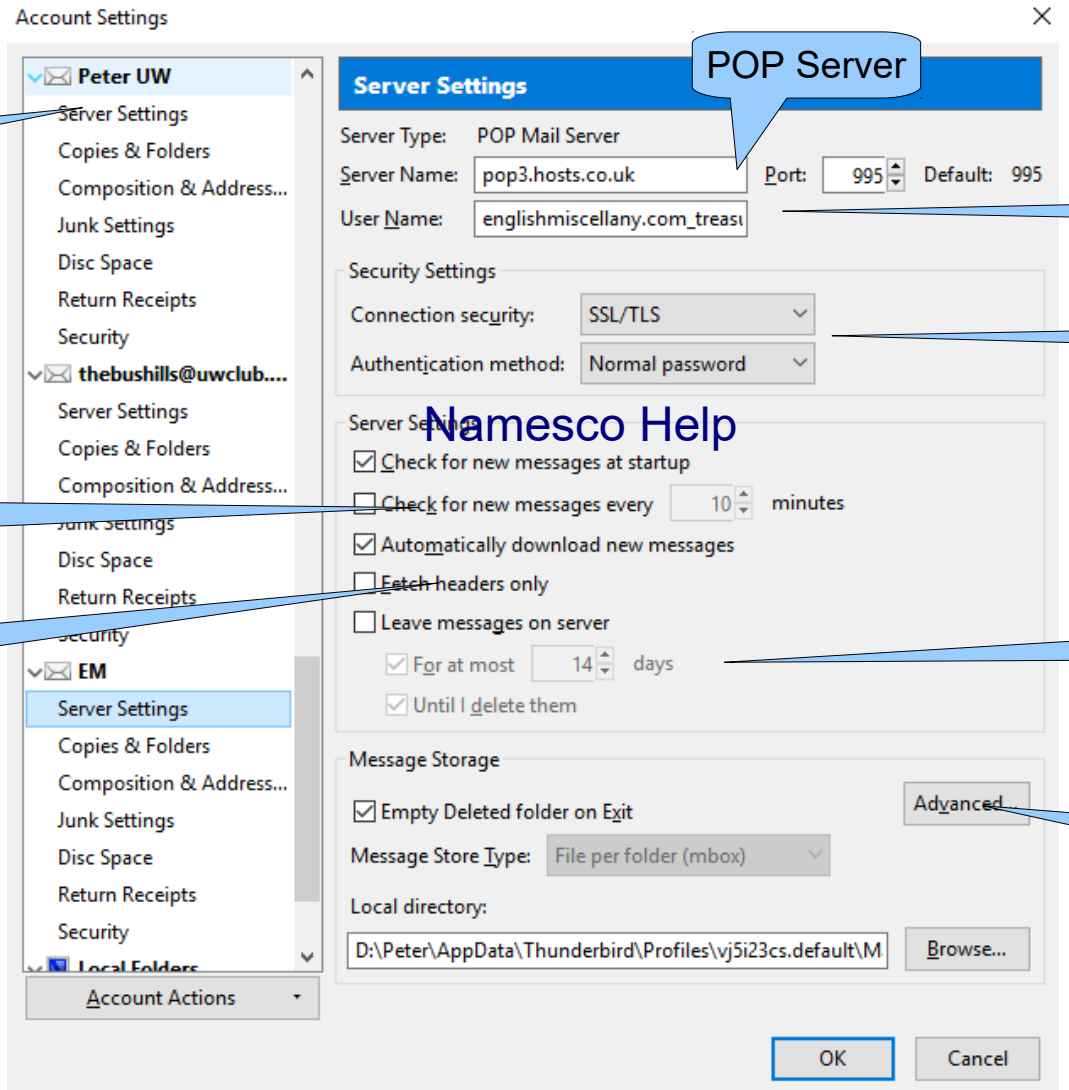
Delete after receipt

Include inbox with another

Thuderbird Examples POP

English Miscellany

Receive Config



Email Address

Security OK

Check Frequency

What parts To get

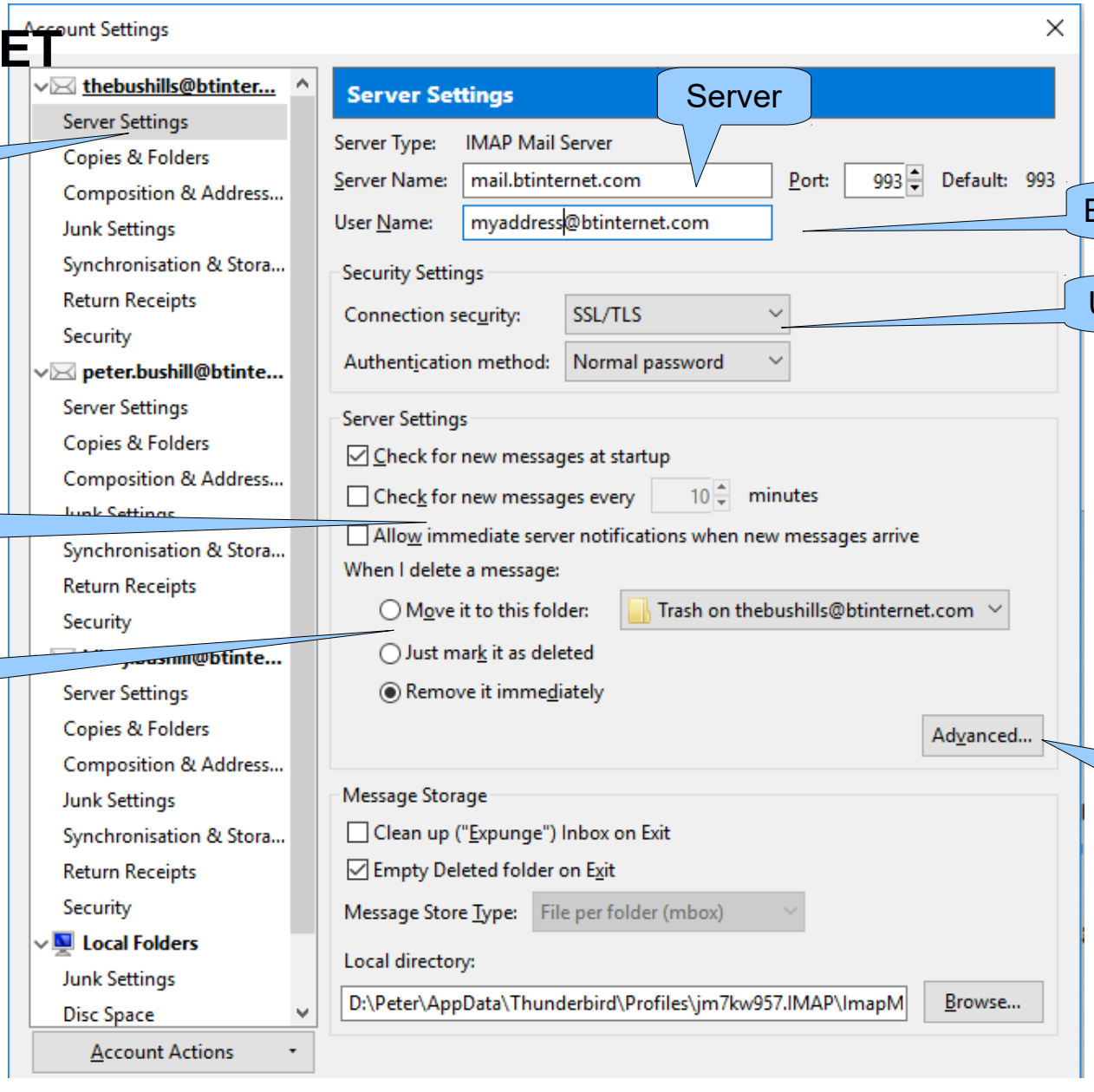
Delete after receipt

Include inbox with another

Namesco Help

Thuderbird Examples IMAP

BTINTERNET



Receive Config

Server

Email Address

Use SSL/TLS

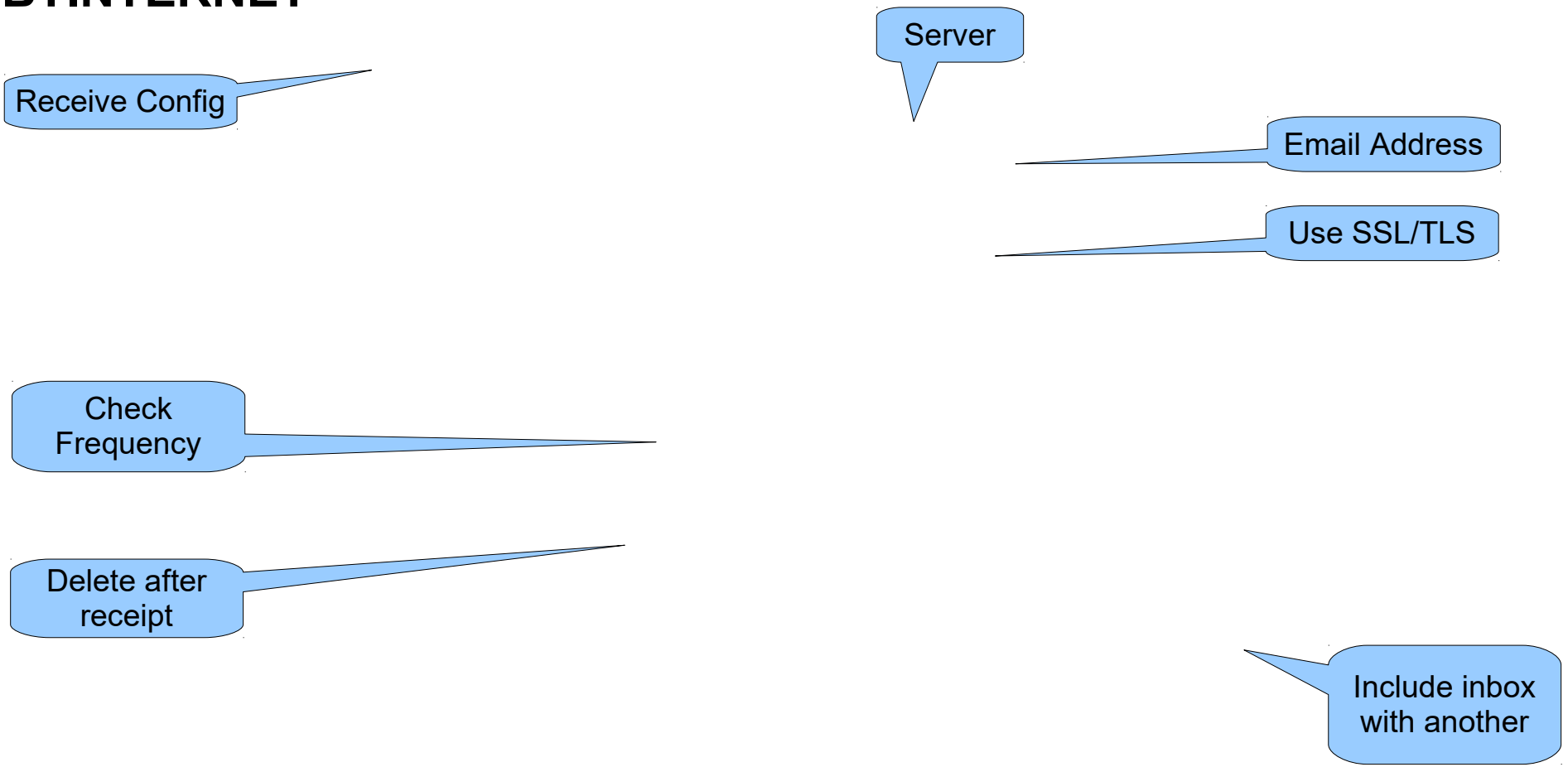
Check Frequency

Delete after receipt

Include inbox with another

Thuderbird Examples IMAP

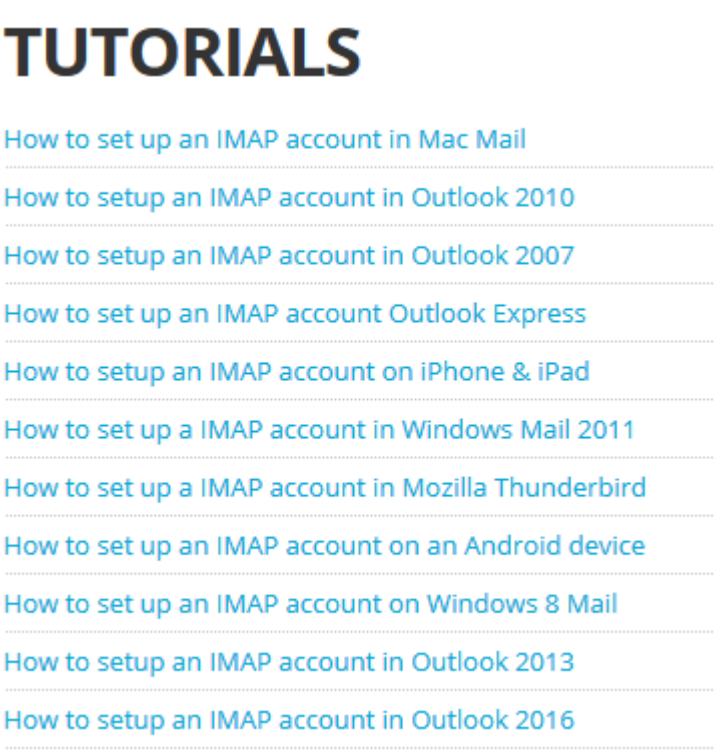
BTINTERNET



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



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 SmtpClient("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
```