TÀI LIỆU HƯỚNG DẫN KẾT NỐI MAIL TRÊN OUTLOOK

Người dùng khai báo mới tài khoản Email client PC Outlook / Thunderbird

\odot	Account Information
டி Info	
Open & Export	POP/SMTP
	+ Add Account
Save As	Account Settings
Save Attachments	Account Settings * Get the Outlook app for iOS or Android.
Print	Settings

Bước 1: Từ Menu File của Outlook, Chọn + Add Account

Bước 2: Chọn khai báo tài khoản và tích chọn "*Let me setup my account manually*", xong bấm Connect

	💶 Outlook	
Email address	5	
phamxuan	thanh@vnpt.vn	
	293 - 3 - 3	
	Advanced options A	
<u>.</u>		
	Connect	



Bước 3: Chọn Internet Mail chuẩn POP hoặc IMAP như hình sau

Bước 4: 2 lựa chọn, nếu chọn POP, cấu hình như sau

POP: Nhận thư (Incomming mail)

Incoming mail	*
User name	phamxuanthanh@vnpt.vn
Password	******
	Remember password
Server en	nail.vnpt.vn Port 995
✓ This serv TLS)	er requires an encrypted connection (SSL/
Require	logon using Secure Password Authentication

POP: Gửi thư: (Outgoing mail)

Server email.vnpt.vn Port 587 Encryption method STARTTLS Server timeouts Require logon using Secure Password Authentication (SPA) My outgoing (SMTP) server requires authentication Use same settings as my incoming mail server Log on using user name and password	ncoming mail 🐱	
Server email.vnpt.vn Port 587 Encryption method STARTTLS Server timeouts - Require logon using Secure Password Authentication (SPA) My outgoing (SMTP) server requires authentication Image: Use same settings as my incoming mail server Log on using user name and password	Dutgoing mail 🔺	
Encryption method STARTTLS Server timeouts Require logon using Secure Password Authentication (SPA) My outgoing (SMTP) server requires authentication Use same settings as my incoming mail server Log on using user name and password	Server email.vnpt.vn	Port 587
 Server timeouts Require logon using Secure Password Authentication (SPA) My outgoing (SMTP) server requires authentication Use same settings as my incoming mail server Log on using user name and password 	Encryption method STARTTLS	•
 Require logon using Secure Password Authentication (SPA) My outgoing (SMTP) server requires authentication Use same settings as my incoming mail server Log on using user name and password Log on to incoming mail server before conding mail 	Server timeouts 🚽	
 My outgoing (SMTP) server requires authentication Use same settings as my incoming mail server Log on using user name and password Log on to incoming mail server before conding mail 	Require logon using Secure Pa (SPA)	assword Authentication
 Use same settings as my incoming mail server Log on using user name and password Log on to incoming mail server before conding mail 	✓ My outgoing (SMTP) server re	quires authentication
Log on using user name and password	 Use same settings as my i 	ncoming mail server
○ Log on to incoming mail conver before conding mail	O Log on using user name a	and password
 Log on to incoming mail server before sending mail 	 Log on to incoming mail 	server before sending mail

Bước 4: Nếu chọn IMAP, cấu hình như sau

IMAP: Nhận thư (Incomming mail)

	\times
IMAP Account Settings	
'n	
Incoming mail 🔺	
User name phamxuanthanh@vnpt.vn	
Password ******	
Remember password	
Server email.vnpt.vn Port 993	
Encryption method SSL/TLS 👻	
 Require logon using Secure Password Authentication (SPA) 	
Outgoing mail 🐱	

Encryption method STARTTLS ▼ Server timeouts Require logon using Secure Password Authentication (SPA) My outgoing (SMTP) server requires authentication Use same settings as my incoming mail server Log on using user name and password	Server ema	il.vnpt.vn	Port 587	
Server timeouts ↓ Require logon using Secure Password Authentication (SPA) ✓ My outgoing (SMTP) server requires authentication ● Use same settings as my incoming mail server ○ Log on using user name and password	Encryption m	ethod STARTTLS -		
 Require logon using Secure Password Authentication (SPA) My outgoing (SMTP) server requires authentication Use same settings as my incoming mail server Log on using user name and password 	Server timeo	uts 🚽		
 My outgoing (SMTP) server requires authentication Use same settings as my incoming mail server Log on using user name and password 	Require lo (SPA)	ogon using Secure Passwor	d Authentication	
 Use same settings as my incoming mail server Log on using user name and password 	✓ My outgo	ing (SMTP) server requires	authentication	
\bigcirc Log on using user name and password	Use s	ame settings as my incom	ing mail server	
	🔿 Log c	on using user name and pa	assword	

IMAP: Giri thu: (Outgoing mail): STARTTLS Port 587

Hoặc SSL/TLS Port 465 (ít sử dụng)

joing mail 🔺	
Server email.vnpt.vn	Port 465
Encryption method SSL/TLS -	
Server timeouts 🚽	
Require logon using Secure Passw (SPA)	ord Authentication
My outgoing (SMTP) server require	es authentication
 Use same settings as my inco 	ming mail server
\bigcirc Log on using user name and p	password
	Next