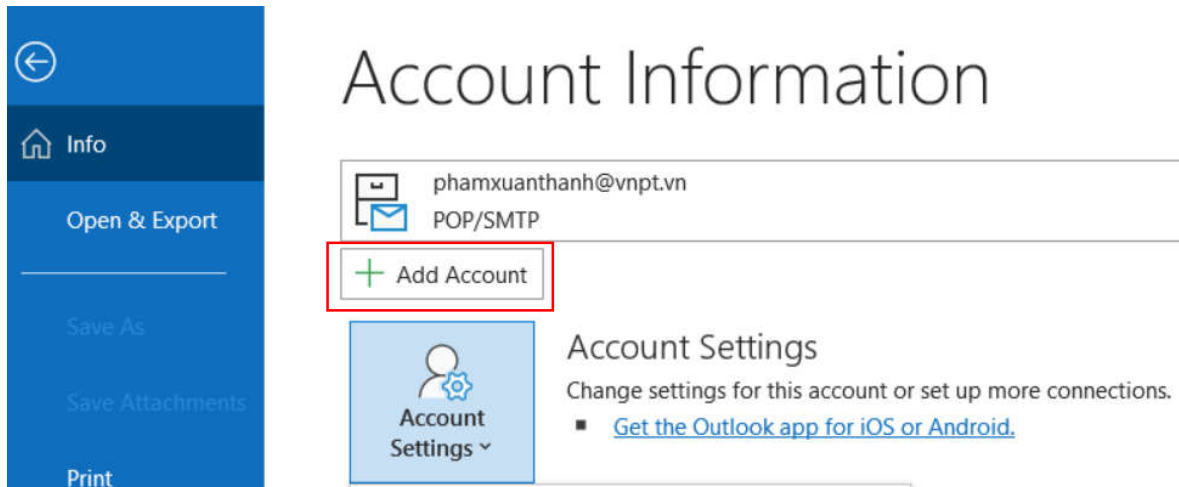


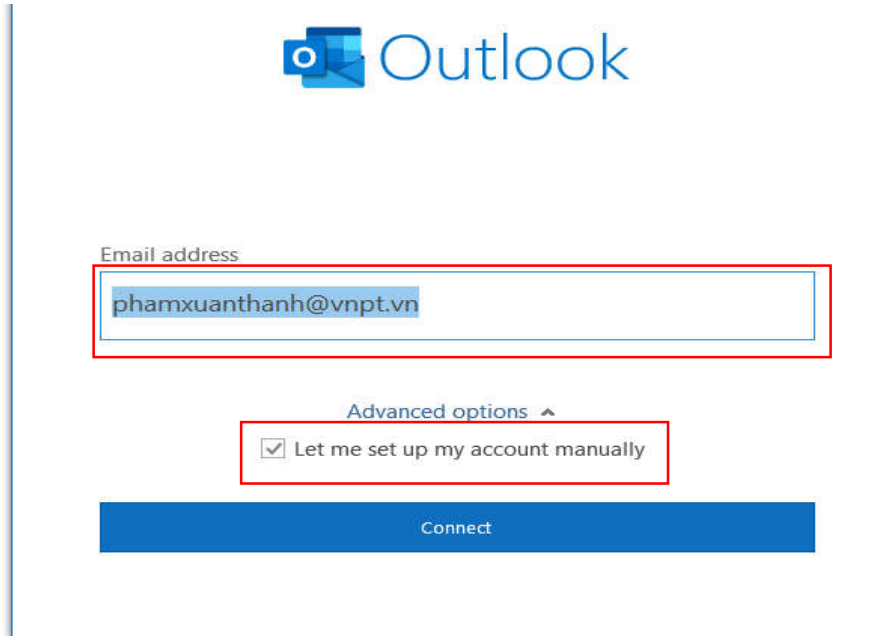
**TÀI LIỆU HƯỚNG DẪN KẾT NỐI
MAIL TRÊN OUTLOOK**

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

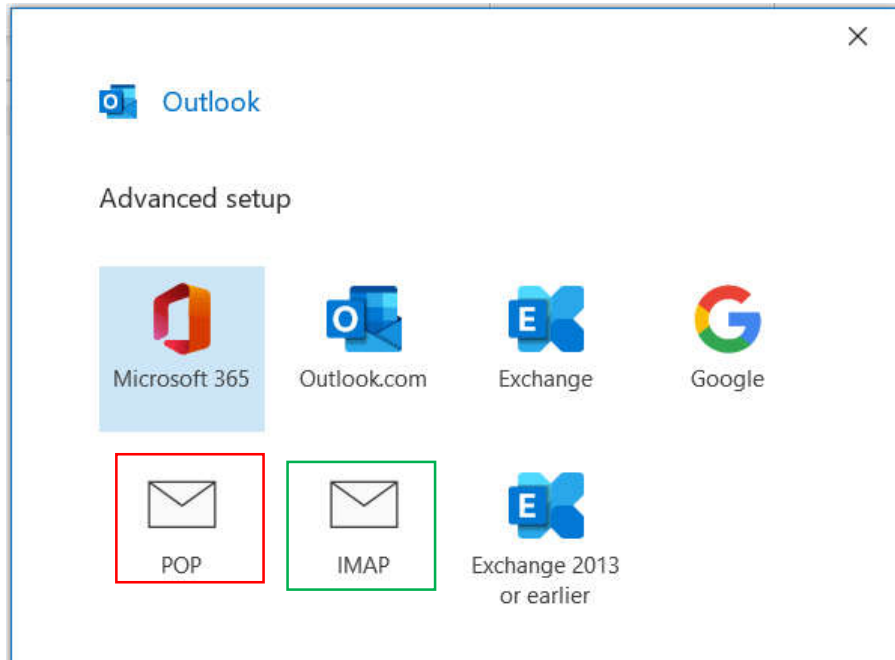
Bước 1: Từ Menu File của Outlook, Chọn + Add Account



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

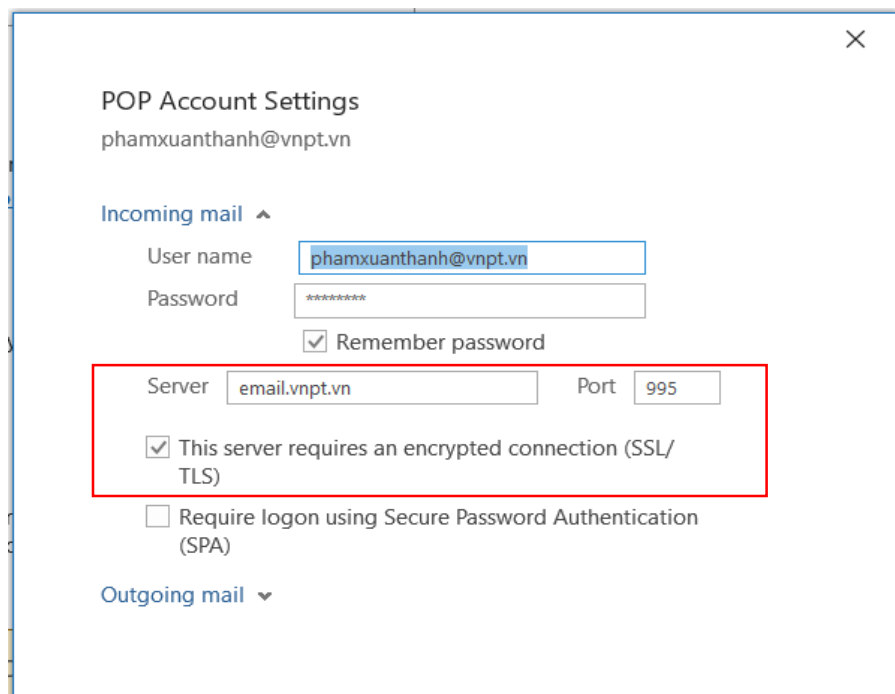


Bước 3: Chọn Internet Mail chuẩn POP hoặc IMAP như hình sau

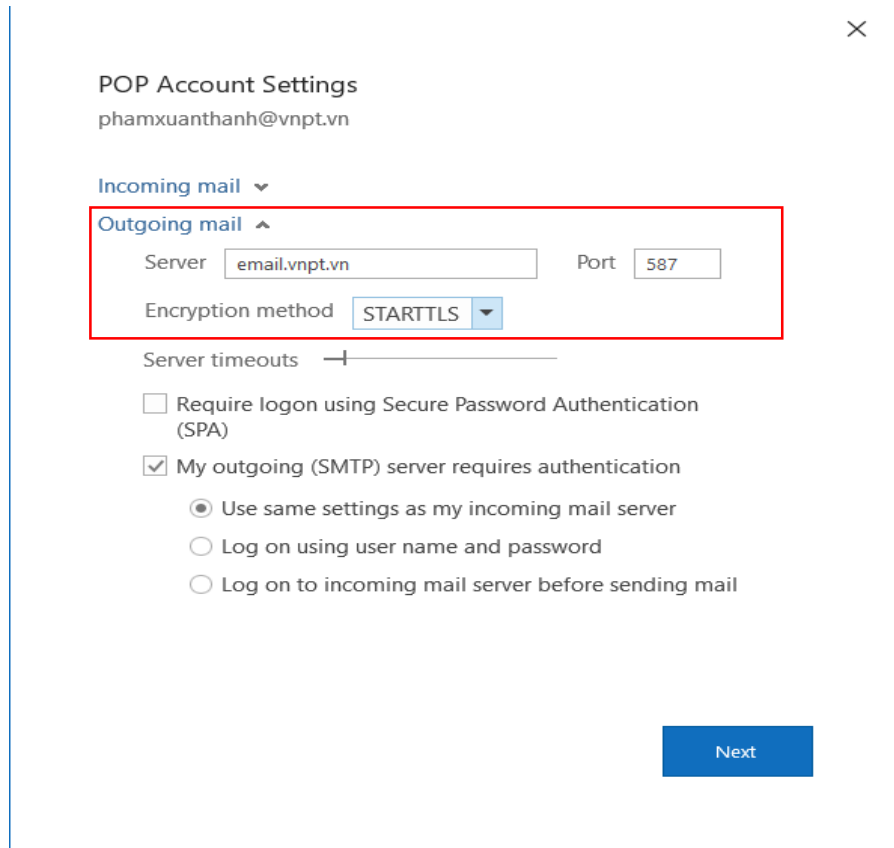


Bước 4: 2 lựa chọn, nếu chọn POP, cấu hình như sau

POP: Nhận thư (Incoming mail)



POP: Gửi thư: (Outgoing mail)



POP Account Settings
phamxuanthanh@vnpt.vn

Incoming mail ▾

Outgoing mail ▲

Server Port

Encryption method

Server timeouts —+—

Require logon using Secure Password Authentication (SPA)

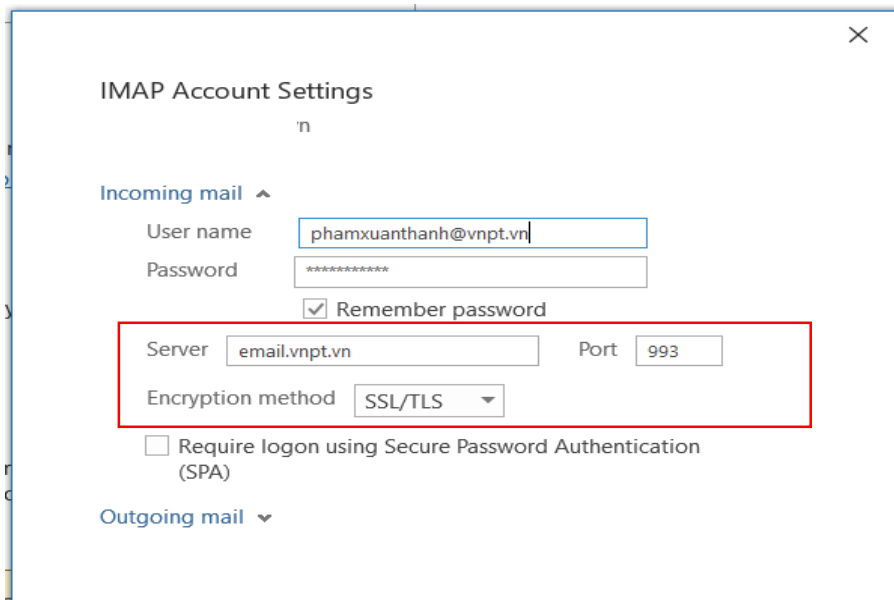
My outgoing (SMTP) server requires authentication

- Use same settings as my incoming mail server
- Log on using user name and password
- Log on to incoming mail server before sending mail

Next

Bước 4: Nếu chọn IMAP, cấu hình như sau

IMAP: Nhận thư (Incoming mail)



IMAP Account Settings

Incoming mail ▲

User name

Password

Remember password

Server Port

Encryption method

Require logon using Secure Password Authentication (SPA)

Outgoing mail ▾

IMAP: Gửi thư: (Outgoing mail): STARTTLS Port 587

Outgoing mail ^

Server Port

Encryption method

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

Next

Hoặc SSL/TLS Port 465 (ít sử dụng)

Outgoing mail ^

Server Port

Encryption method

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

Next