LIVE@CUNY

are you on it?

CUNY
The City
University
of
New York

For technical Support please contact your campus helpdesk.

www.cuny.edu

MAC PLATFORM

Configuring POP3 Mail Client

In order to use the POP3 Service provided as part of Live@CUNY, you will need to configure your mail client as follows:

1) Click on Mail icon
2) On the menu bar, under mail, click on Preferences
3) In the dialog box, click on Accounts tab and then Account Information
4) Account type: pop
5) Set the incoming mail (POP3) and Outgoing mail (SMTP) settings to:
a. Description: CUNY Live
b. Email Address: firstname.lastname@yourcollege'semaildomain
          ie: (firstname.lastname@baruchmail.cuny.edu)
c. Full Name: <Your Name>
d. Incoming Mail Server: pop3.live.com
e. Username: Firstname.lastname@yourcollege'semaildomain
6) Password: <Your password>
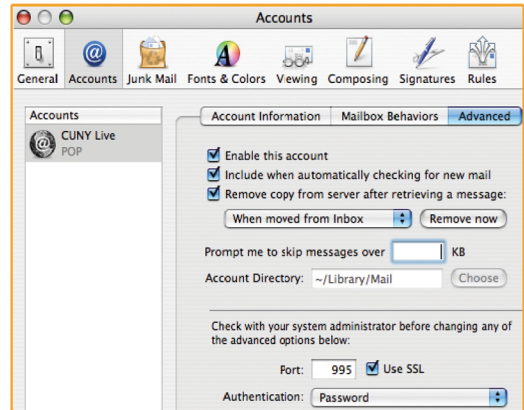7) Outgoing Mail Server(SMTP): smtp.live.com
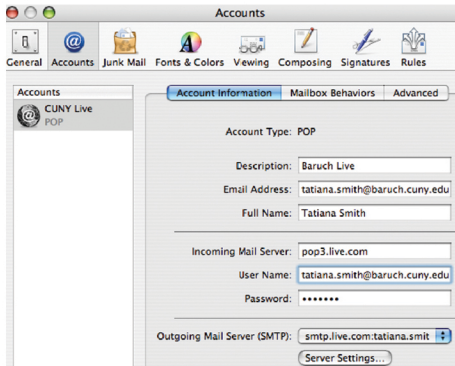
8) Check the box that indicates "Use Secure Sockets Layer (SSL).
9) Verify that the Outgoing port number for Outgoing Mail (SMTP) is set to 25.
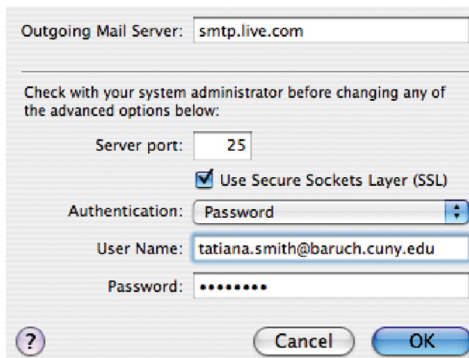
On the Advanced Tab:
10) Check the box that indicates "Use SSL"
11) Verify that the port number for incoming Mail (POP3) is set to 995. If it is not, set the port number for Incoming Mail (POP3) to 995.

We highly discourage you to use POP3 due to certain drawbacks, such as:
• If you use POP, you will not get a virus check/scan because anti-virus tools are on the server side.
• All messages are stored on your hard drive eating up what is sometimes very valuable space.
• Since all attachments are stored on your computer, there is a potential danger of virus attack, if they are not properly scanned.
• Since all messages are stored on your hard drive, it is can be accessible by anyone who uses your computer. Even if your e-mail client is password protected, it is often possible for someone to read your messages by using another application to open them.
• When configuring your mail client, make sure you check mark the box stating "Leave a copy of messages on server". Otherwise, all messages will be stored on your hard drive and subject to loss if e-mail folders or hard drives become corrupted. Recovering is often a painful exercise.

* Screen shots are taken using Outlook Express Version 7, your mail client may differ.

Note: Configuring a mail client does not remove your mailbox or change your email address and you can still access your e-mail via **http://mail.live.com.**