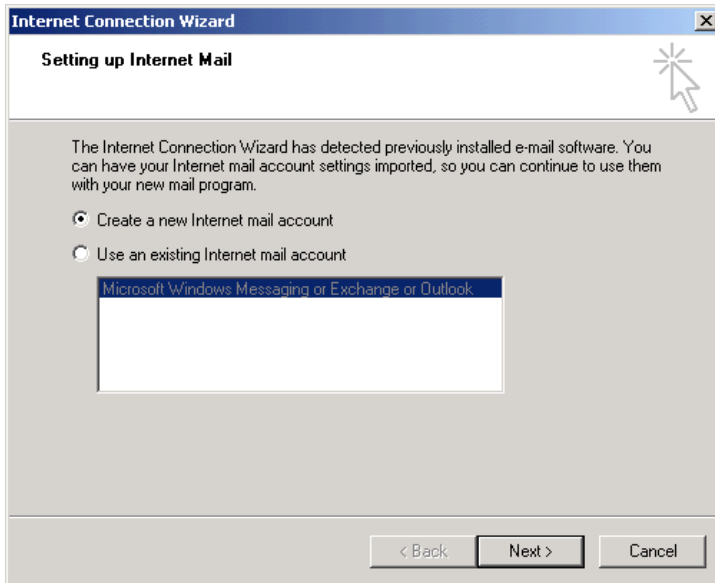


Setting up Outlook Express for email.

1. Open Outlook Express by double-clicking the Outlook Express icon on your desktop.



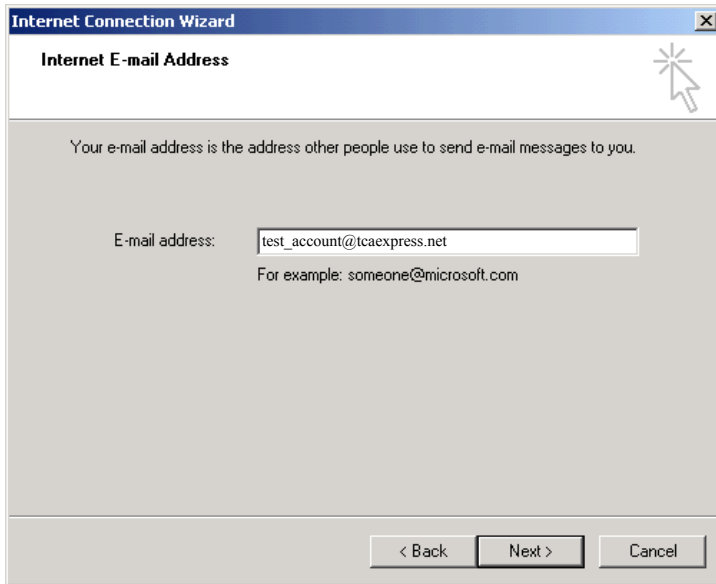
2. The first time you start Outlook Express the Internet Connection Wizard will run. Select Create a new Internet mail account and click Next to continue



3. On the Your Name screen type in your name as you would like it to appear on your outgoing e-mail messages and click Next to continue

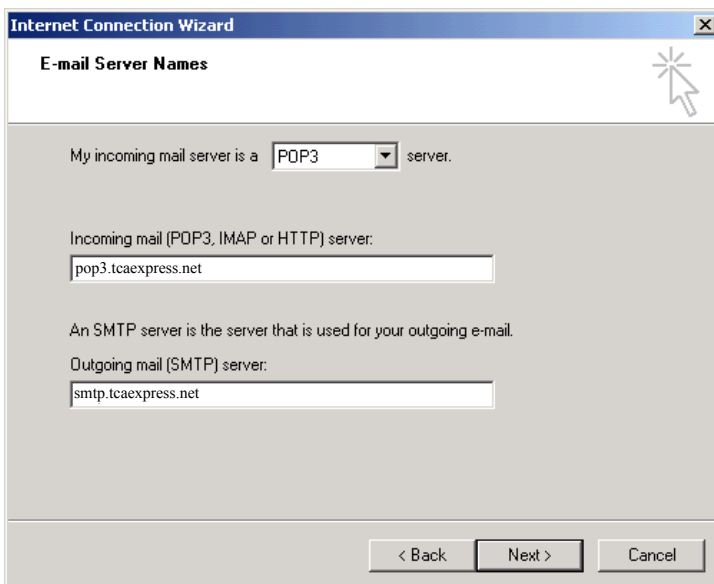


4. Type in your @tcaexpress.net e-mail address on the Internet E-mail Address screen. Click Next to continue



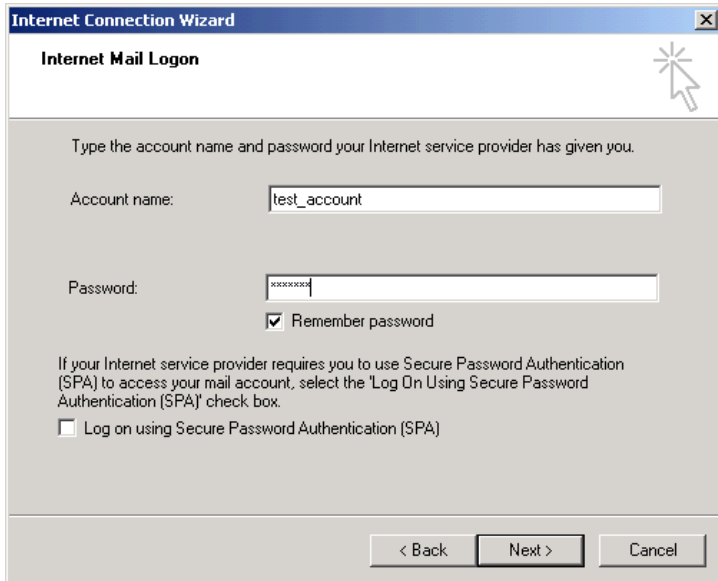
The screenshot shows the 'Internet Connection Wizard' window with the 'Internet E-mail Address' step. The window title is 'Internet Connection Wizard' and the subtitle is 'Internet E-mail Address'. Below the subtitle, there is a mouse cursor icon. The main text reads: 'Your e-mail address is the address other people use to send e-mail messages to you.' Below this, there is a label 'E-mail address:' followed by a text input field containing 'test_account@tcaexpress.net'. Below the input field, there is an example: 'For example: someone@microsoft.com'. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'.

5. On the E-mail Server Names screen, select POP3 from the dropdown list. In the space provided below Incoming mail (POP3, IMAP or HTTP) server:, enter pop3.tcaexpress.net. Type in smtp.tcaexpress.net as your Outgoing mail (SMTP) server: and click Next to continue

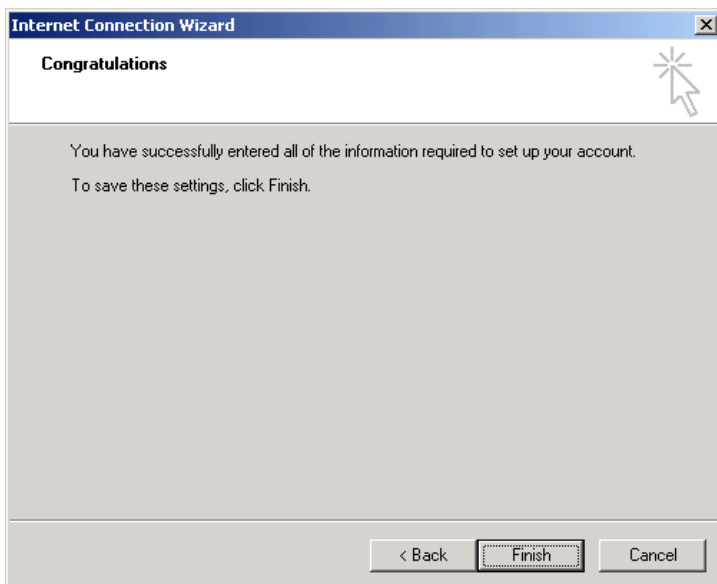


The screenshot shows the 'Internet Connection Wizard' window with the 'E-mail Server Names' step. The window title is 'Internet Connection Wizard' and the subtitle is 'E-mail Server Names'. Below the subtitle, there is a mouse cursor icon. The main text reads: 'My incoming mail server is a POP3 server.' Below this, there is a dropdown menu with 'POP3' selected. Below the dropdown, there is a label 'Incoming mail (POP3, IMAP or HTTP) server:' followed by a text input field containing 'pop3.tcaexpress.net'. Below this, there is a label 'An SMTP server is the server that is used for your outgoing e-mail.' followed by a label 'Outgoing mail (SMTP) server:' and a text input field containing 'smtp.tcaexpress.net'. At the bottom of the window, there are three buttons: '< Back', 'Next >', and 'Cancel'.

6. On the Internet Mail Logon screen, type in your TCA user name in the field titled Account name:. Your user name is everything leading up to, but not including the @tcaexpress.net part of your e-mail address. For example, if your e-mail address is test_account@tcaexpress.net, you would enter test_account as your Account name:. In the Password: field, enter in your TCA assigned password. If you do not wish to enter your password every time you check your e-mail, put a check in the box labeled Remember password. Click Next to continue



The screenshot shows the 'Internet Mail Logon' window of the Internet Connection Wizard. The title bar reads 'Internet Connection Wizard'. The window title is 'Internet Mail Logon'. The main text says 'Type the account name and password your Internet service provider has given you.' There are two input fields: 'Account name:' with the text 'test_account' and 'Password:' with masked characters '*****'. Below the password field is a checked checkbox labeled 'Remember password'. A note below explains that if the provider requires Secure Password Authentication (SPA), the 'Log On Using Secure Password Authentication (SPA)' checkbox should be selected. This checkbox is currently unchecked. At the bottom, there are three buttons: '< Back', 'Next >', and 'Cancel'.



The screenshot shows the 'Congratulations' window of the Internet Connection Wizard. The title bar reads 'Internet Connection Wizard'. The window title is 'Congratulations'. The main text says 'You have successfully entered all of the information required to set up your account. To save these settings, click Finish.' At the bottom, there are three buttons: '< Back', 'Finish', and 'Cancel'.

7. Congratulations, you have now set up Outlook Express as your e-mail program. Click Finish to begin sending and receiving e-mail