Click on Mail, Add Account

Add Other Account (at the bottom), then CONTINUE.

Next box says "Add a Mail Account" Full name: - put the name of the account Email address: - "temp@zaks.com" <-- your FULL email address Password: xxxxxxxxxx <-- your password then CREATE

It comes back and says "Account must be manually configured" Click NEXT

Next box says "Incoming Mail Server Info" Account type: IMAP or POP <- Your choice, I'm using IMAP Mail Server: mail.zaks.com User Name: temp@zaks.com <<-- you FULL email addresss Password: xxxxxxxx <- your password duh. Click Next

It will say "verifying" for a while. Just wait here.

Next box says "Outgoing Mail Server Info"

SMTP Server: mail.zaks.com User Name: temp@zaks.com <<-- your FULL email address Password: xxxxxxx <- password again Click CREATE

Then it goes back to mail and your mail should be displayed.

To test it compose an email. In the FROM field there may be a drop down that you can choose the "From" make sure you use your email you just put in.

Problems -

While Mail is open Go to menu item MAIL, ACCOUNTS. Your added account
is in the left column (if not you messed up something, start again), click
it.
It should say:
fullname - name you gave it
Description - your FULL email address
password is ********
User with: Mail is checked.

Then click Advanced at the bottome. Imap Hostname should be mail.zaks.com Imap Path Prefix: should be blank Port is 143, SSL is NOT checked. Cancel out this if it's ok.

If that was OK, then go to MAIL, Preferences. Choose the new account. Should say: enable this account is checked. Account type: Imap Description: temp@zaks.com <<- full email address Email Address: temp@zaks.com <- "" Full Name: name you gave it.

Incoming Mail server: mail.zaks.com User name: temp@zaks.com <<- full email address

Password: ********

Outgoing mail server (SMTP): mail.zaks.com user only this server checked.

TLS Certificate: none.

Toward the top choose ADVANCED.

Automatically detect and... is checked Include when automatically ... is checked Automatically download ... is checked Imap path prefix is EMPTY port is 143 use SSL is NOT checked Authentication is Password allow insecure authentication is checked. Use IDLE command .. is checked.