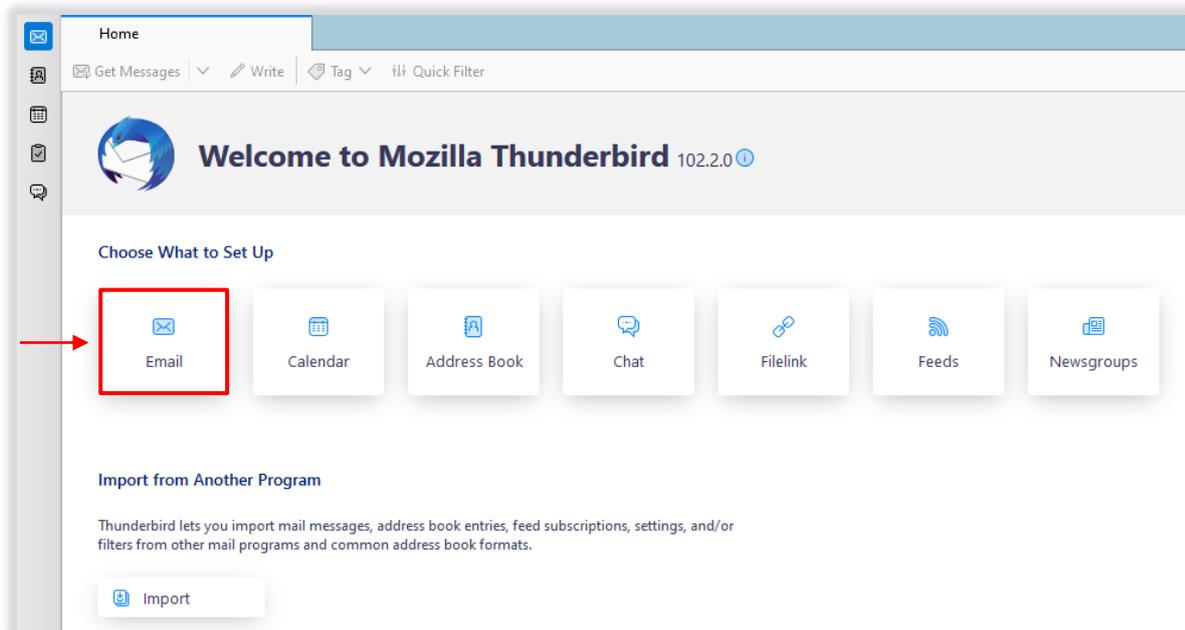


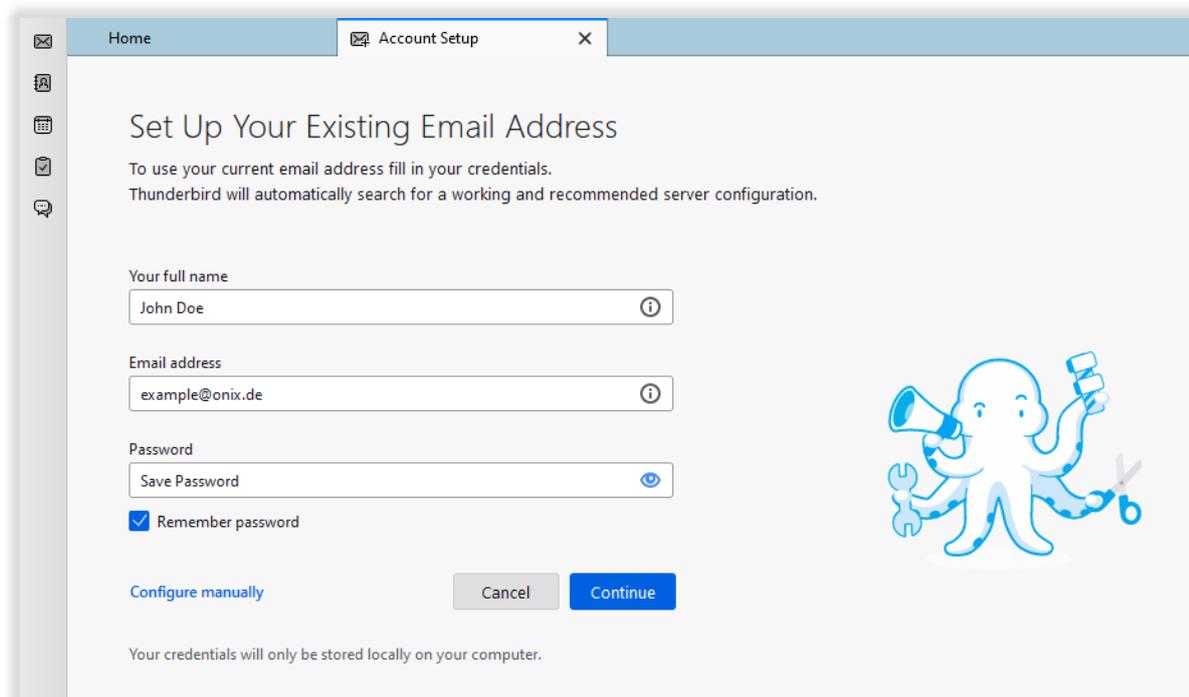
Setup email addresses in Mozilla Thunderbird

Do you want to add another email address, click on your current email address, to enter the menu-site

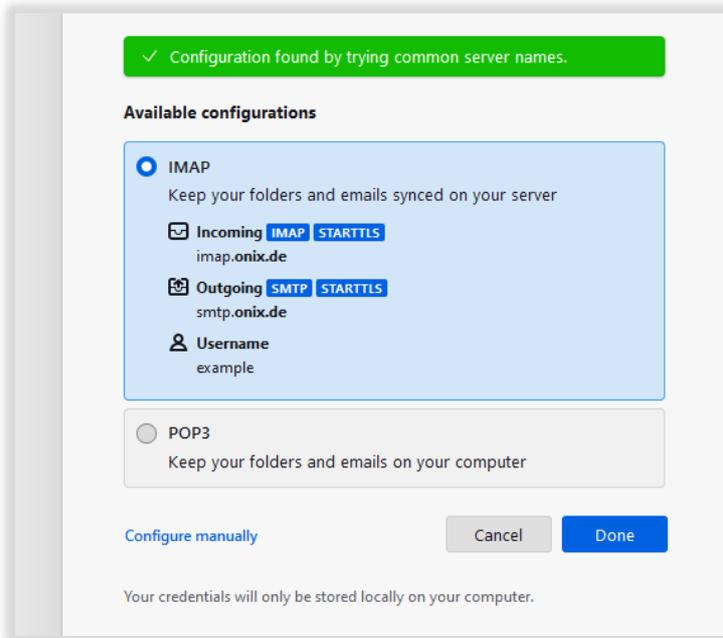
- Start the email -Setup



1. Enter your **Name**
2. Enter your **email address**
3. Enter your previously set **password**



- When you click the "Next" button, the following window will open



- Select **IMAP**, if you want your data to be retrieved from the server
- Select **POP3**, if you want your data to be stored locally
- Click on "**Configure manually**" the settings must look like this

IMAP

Manual configuration

INCOMING SERVER

Protocol: IMAP

Hostname: imap.onix.de

Port: 993

Connection security: SSL/TLS

Authentication method: Normal password

Username: example@onix.de

OUTGOING SERVER

Hostname: smtp.onix.de

Port: 587

Connection security: STARTTLS

Authentication method: Normal password

Username: example@onix.de

Advanced config

Re-test Cancel Done

Thunderbird will attempt to auto-detect fields that are left blank.

POP3

Manual configuration

INCOMING SERVER

Protocol: POP3

Hostname: pop3.onix.de

Port: 995

Connection security: SSL/TLS

Authentication method: Normal password

Username: example@onix.de

OUTGOING SERVER

Hostname: smtp.onix.de

Port: 587

Connection security: STARTTLS

Authentication method: Normal password

Username: example@onix.de

Advanced config

Re-test Cancel Done

Thunderbird will attempt to auto-detect fields that are left blank.

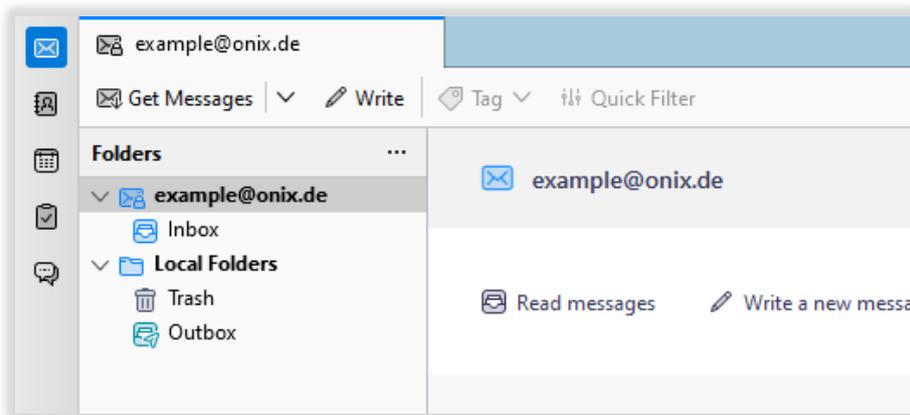
IMAP = imap.onix.de Port: **993**
POP3 = pop3.onix.de Port: **995**
SMTP = smtp.onix.de Port: **587**

- Please adjust the input field "**Username**" according to your username
- When you click the "**Done**" button, your account is set up! ✓

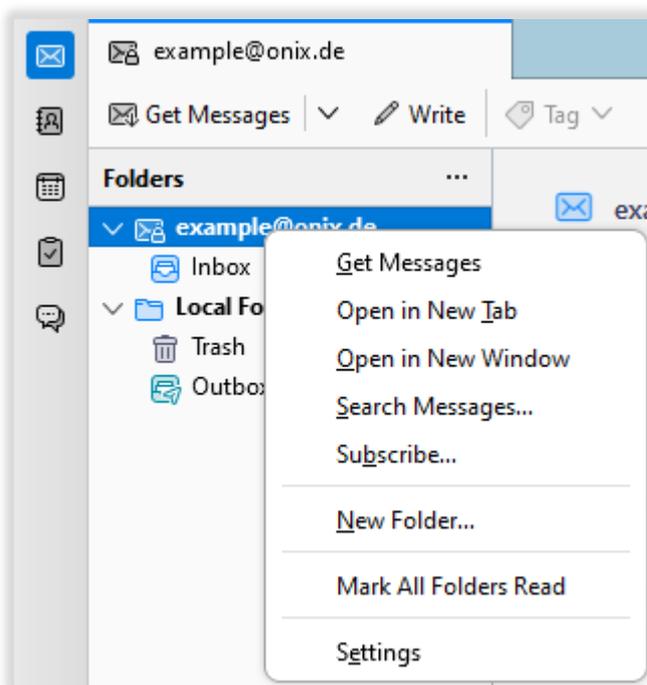
Email address / Follow folder's in Mozilla Thunderbird

If you have added a new e-mail address, you still need to perform the following steps

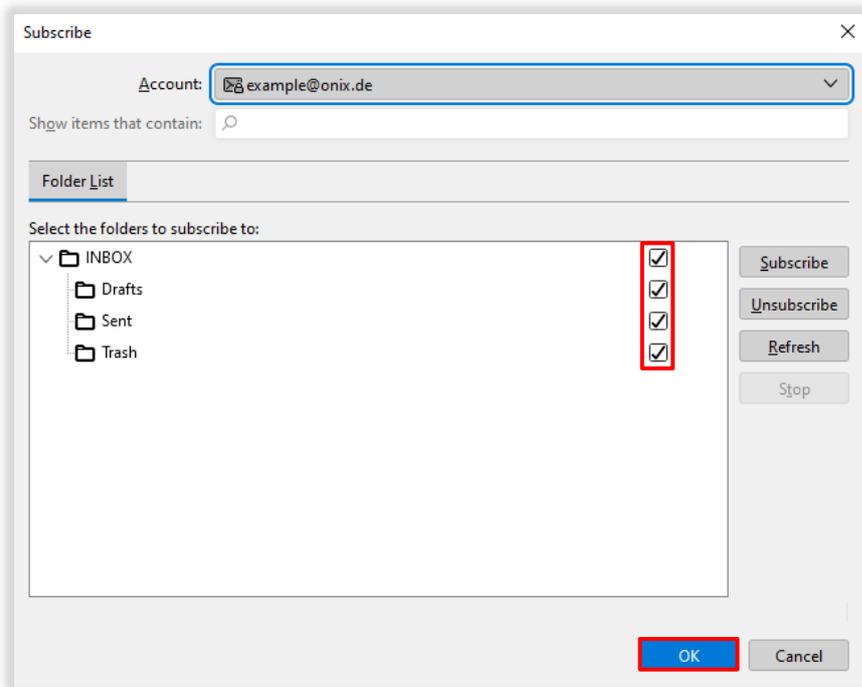
- Click with right click, on your E-Mail-Address



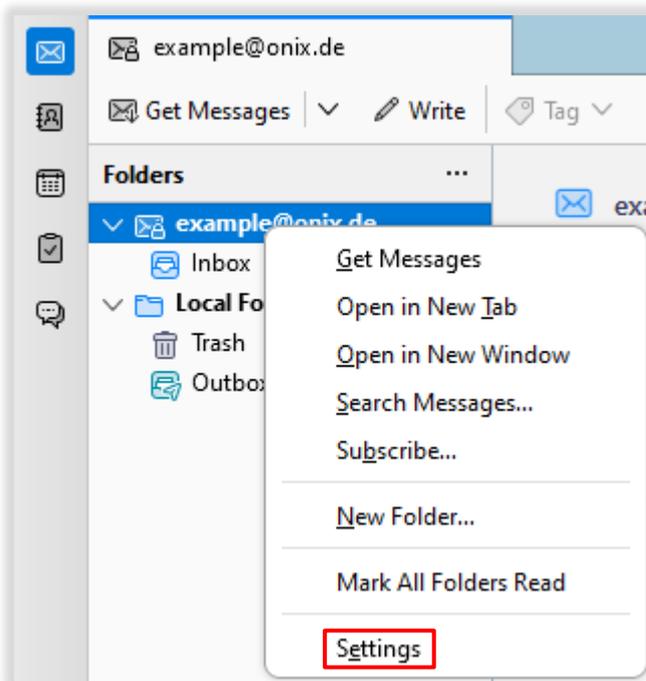
- Click on "**Subscribe...**"



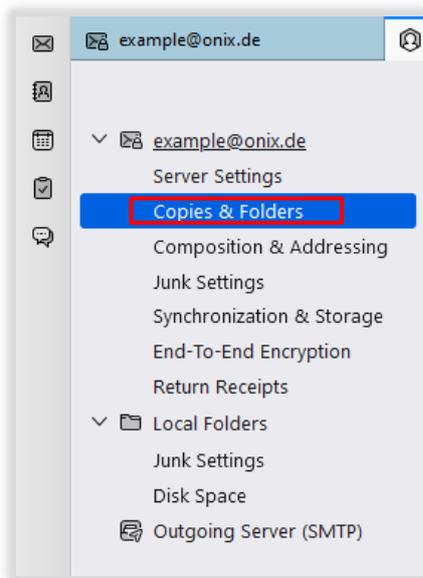
- This window will open
- Select all the **necessary folders**, then press the “**OK**” button



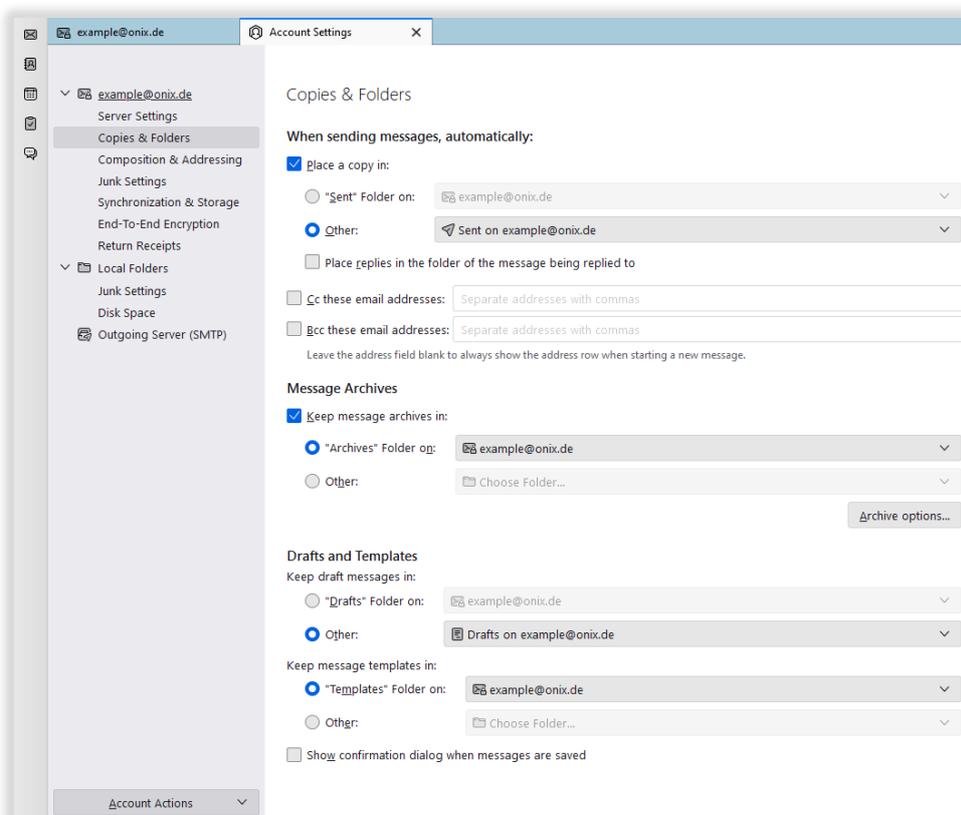
- Now start the "Settings" of the email address



- Click on **“Copies & Folders”**



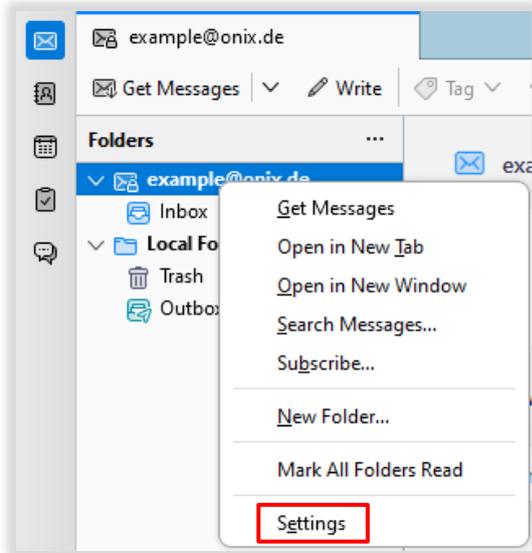
- Select the **“Other folder”** tab for **“Automatically when sending messages”** and also the **“Other folder”** tab for **“Drafts and templates”**



- Your folders are now set up! ✓

Enable encryption on existing accounts

- Open the account settings with a right click on your email address



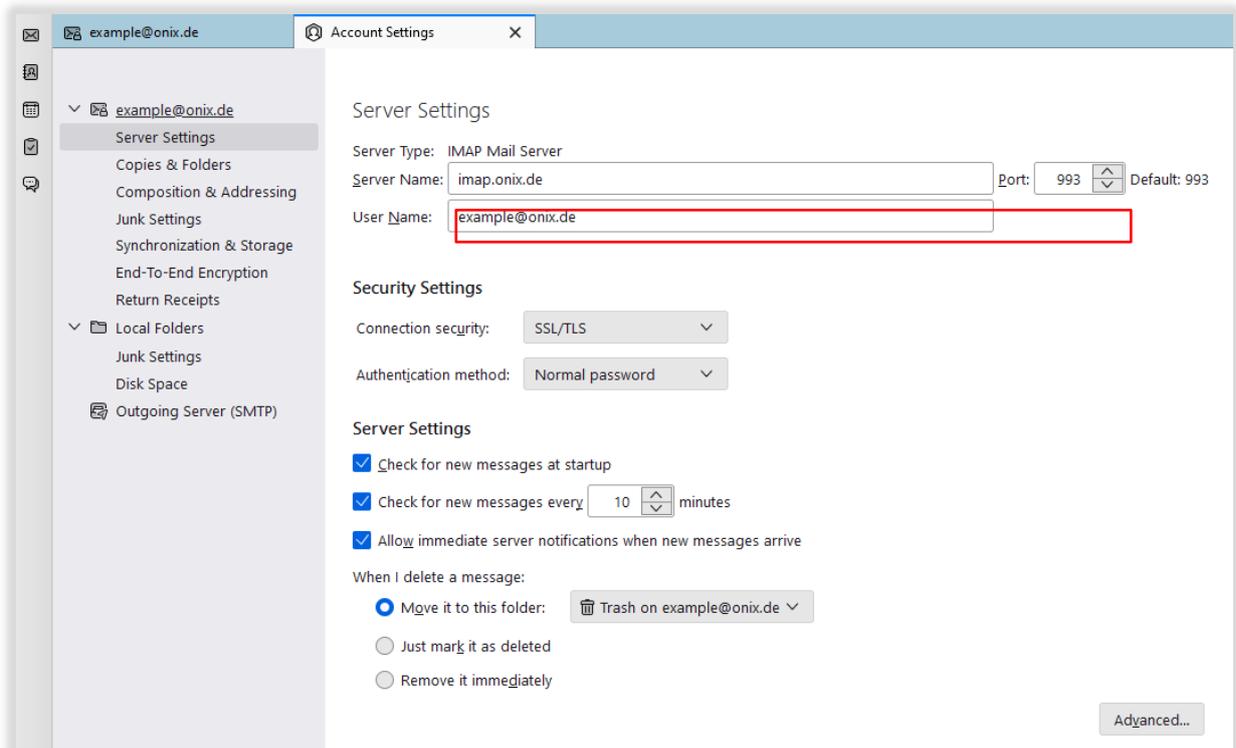
- Then click Server Settings. For an **IMAP** or **POP3** account, the settings must look like this

Port: 993 imap.onix.de

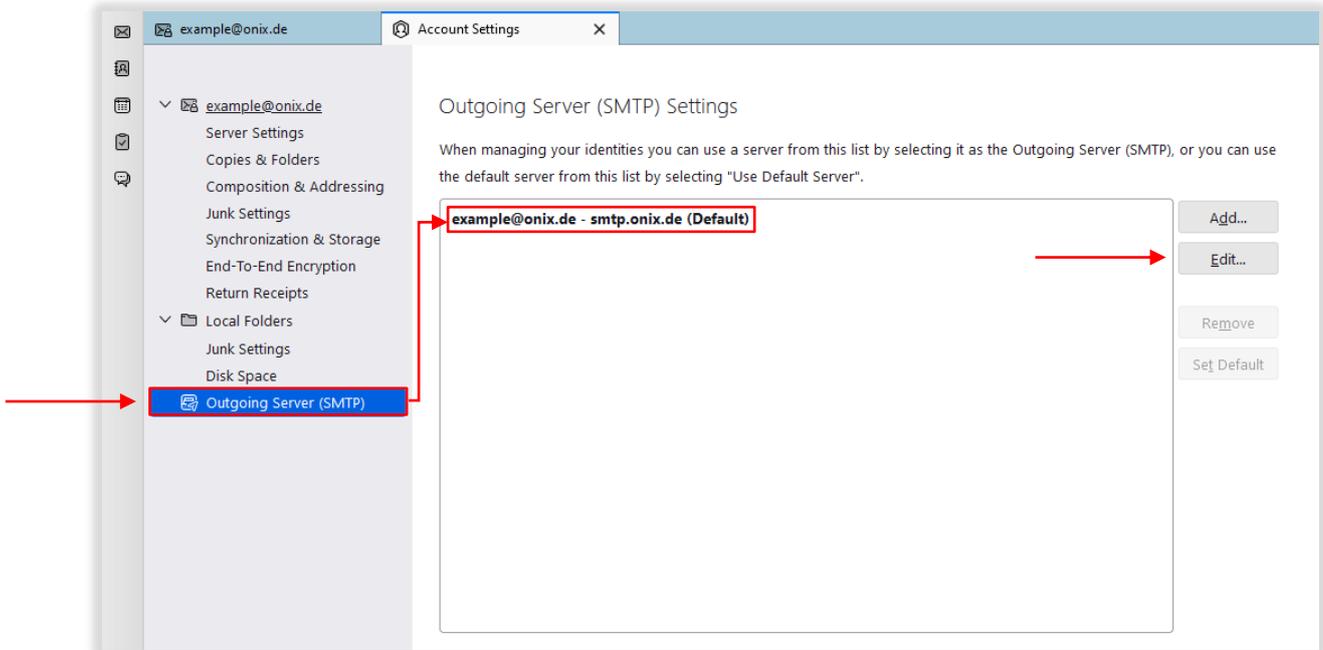
Port: 995 pop3.onix.de

Connection Security: SSL/TLS

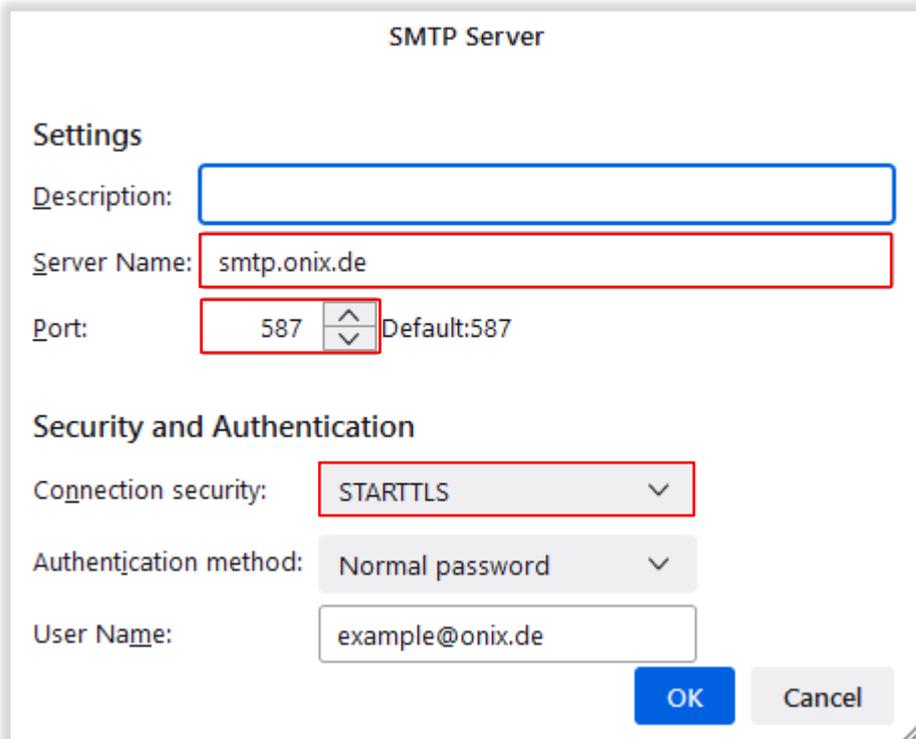
Connection Security: SSL/TLS



- Now click on "Outgoing mail server (SMTP)" in the left column. Then click on the "Outgoing mail server" and then on the "Edit" button.

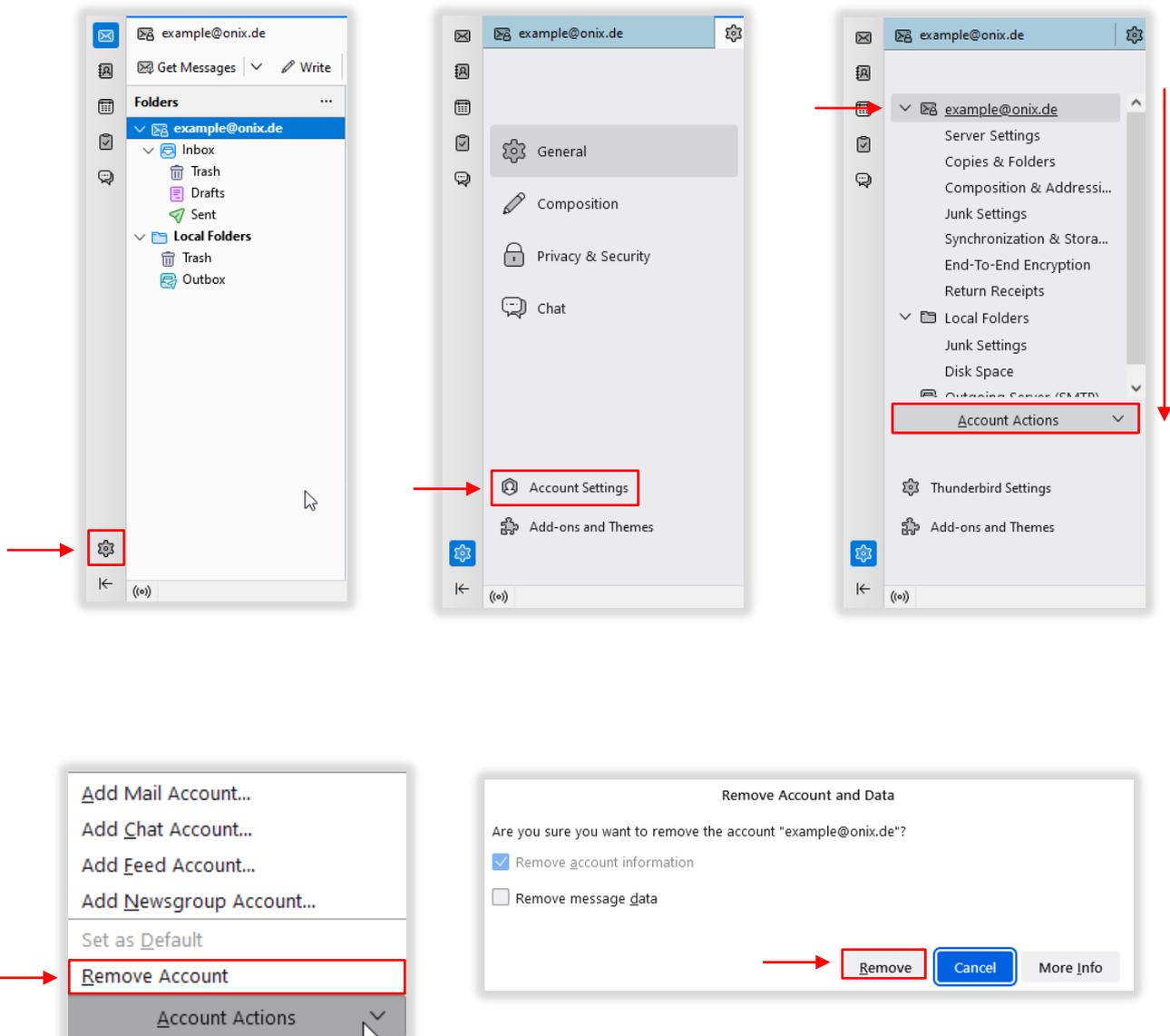


- This window will open, enter the following if not present
Port: 587 smtp.onix.de
Connection security: STARTTLS



Remove E-Mail-Addresses

1. Open the Thunderbird settings
2. Click on **“Account settings”**
3. Click on the email address that you want to delete
4. Then click on **“Account actions”**
5. Click on **“Remove account”** in the expanded menu
6. Another window will appear. If you want to keep your data [e-mail's], then leave the item **“Remove message data”** empty
7. Click the **“Remove”** button to remove your e-mail address



Error messages

Error during setup: **“Thunderbird could not find settings for your email account”**

1. Check that all the data has been entered correctly
2. Check your internet connection
3. If points 1 & 2 are ok, press **“Advanced settings”**
4. Another window will open, press **“OK”** to close it.
5. The account settings will be shown, go to your email address on the top left and check if a connection has been established.

