

# Setup email adresses in Mozilla Thunderbird

Do you want to add another email address, click on your current email address, to enter the menusite

• Start the email -Setup

	Home						
A	🖾 Get Messages 🗸 🖉 Write 🖉 Tag 🗸 해외 Quick Filter						
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Welcome to Mozilla Thunderbird 102.2.0						
Choose What to Set Up							
	► Email	(iii) Calendar	Address Book	्रू Chat	<i>∂</i> Filelink	<b>N</b> Feeds	@ Newsgroups
	Import from Anot Thunderbird lets you filters from other mai Import	h <b>er Program</b> import mail messages, ac I programs and common	ldress book entries, feed sub address book formats.	scriptions, settings, ar	nd/or		

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

×	Home	📴 Account Setup	×				
A							
	Set Up Your	Set Up Your Existing Email Address					
Ø	To use your current em	ail address fill in your credentia	als.				
Ş	Thunderbird will autom	atically search for a working an	nd recommended server config	uration.			
	Your full name John Doe		0				
	Email address						
	example@onix.de		(i)				
	Password						
	Save Password		۲				
	Remember password			George Contraction of the second seco			
	Configure manually	Cancel	Continue				
	Your credentials will only	be stored locally on your compute	er.				

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

Keep your folders and em	nails synced on your server	
Incoming IMAP START	TLS	
imap.onix.de		
Outgoing SMTP STARTILS     smtp.onix.de		
<b>&amp;</b> Username		
example		
О РОРЗ		
Keep your folders and em	nails on your computer	
	Con and	2000

- 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

POP3

Protocol	TMAP	~		
Protocol:	IMAP	·	Protocol:	POP3
Hostname:	imap.onix.de		Hostname:	pop3.onix.de
Port:	993 🔨		Port:	995
Connection security:	SSL/TLS	~	Connection security:	SSL/TLS
Authentication method:	Normal password	~	Authentication method:	Normal password
Username:	example@onix.de		Username:	example@onix.de
Hostname:	smtp.onix.de		OUTGOING SERVER Hostname:	smtp.onix.de
Port:	587		Port:	587
Connection security:	STARTTLS	~	Connection security:	STARTTLS
Authentication method:	Normal password	~	Authentication method:	Normal password
Username:	example@onix.de		Username:	example@onix.de
	Adv	vanced config		А
			Detect	Cancel

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

Subscribe		×
<u>A</u> ccount:	▶ example@onix.de	~
Sh <u>o</u> w items that contain:	٩	
Folder <u>L</u> ist		
Select the folders to subscr The Drafts Contemporate Sent Trash	ribe to:	Stop
		K Cancel

• 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"

×	🕞 example@onix.de	Account Settings X		
R				
	✓ ➡ <u>example@onix.de</u> Server Settings	Copies & Folders		
	Copies & Folders	When sending messages,	automatically:	
Q	Composition & Addressing	Place a copy in:		
	Synchronization & Storage	Sent" Folder on:	₽a example@onix.de	$\sim$
	End-To-End Encryption	O Other:	🕏 Sent on example@onix.de	~
	Return Receipts V 🛅 Local Folders	Place replies in the fol	der of the message being replied to	
	Junk Settings	<u>C</u> c these email addresses	Separate addresses with commas	
	Outgoing Server (SMTP)	Bcc these email addresse	s: Separate addresses with commas	
		Leave the address field blank	to always show the address row when starting a new message.	
		Message Archives		
		🗹 Keep message archives ir	n -	
		• "Archives" Folder o <u>n</u> :	E example@onix.de	~
		Other:	Choose Folder	$\sim$
				Archive options
		Drafts and Templates Keep draft messages in:		
		"Drafts" Folder on:	际 example@onix.de	$\sim$
		Other:	E Drafts on example@onix.de	~
		Keep message templates in:		
		"Templates" Folder on	En example@onix.de	~
		Other:	🛅 Choose Folder	$\sim$
		Show confirmation dialog	when messages are saved	
	Account Actions			

• 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.dePort: 995 pop3.onix.deConnection Security: SSL/TLSConnection Security: SSL/TLS

	▶a example@onix.de	Account Settings X
A		
	<ul> <li>Respletioniz.de</li> <li>Server Settings</li> <li>Copies &amp; Folders</li> <li>Composition &amp; Addressing</li> <li>Junk Settings</li> <li>Synchronization &amp; Storage</li> <li>End-To-End Encryption</li> <li>Return Receipts</li> <li>Coal Folders</li> <li>Junk Settings</li> <li>Disk Space</li> <li>Outgoing Server (SMTP)</li> </ul>	Server Settings   Server Type:   IMAP Mail Server   Server Name:   imap.onix.de   Port:   993    Default:   993    Default:
		<ul> <li>Just mark it as deleted</li> <li>Remove it immediately</li> <li>Advanced</li> </ul>

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

_		-	
A			
	✓ ☑ <u>example@onix.de</u>	Outgoing Server (SMTP) Settings	
ß	Server Settings		
~	Copies & Folders	when managing your identities you can use a server from this list by selecting it as the Out	going Server (SMTP), or you can
Ş	Composition & Addressing	the default server from this list by selecting "Ose befault server".	
	Junk Settings	example@onix.de - smtp.onix.de (Default)	A <u>d</u> d
	Synchronization & Storage		Edit
	Return Receipts		
	✓ ➡ Local Folders		Remove
	Junk Settings		Remove
	Disk Space		Se <u>t</u> Defau
→ [	🛃 Outgoing Server (SMTP)		

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

SMTP Server					
Settings					
Description:					
Server Name: smtp.on	ix.de				
<u>P</u> ort: 587	∧ ✓ Default:587				
Security and Authen	tication				
Connection security:	STARTTLS	$\sim$			
Authentication method:	Normal password	~			
User Na <u>m</u> e:	example@onix.de				
OK Cancel					

### 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.

R			
Ē	Your full name		Confirm Advanced Configuration X
ß	John Doe	0	This dialog will be closed and an account with the current settings will be created even if the
	Email address		configuration is incorrect. Do you want to proceed?
~	Example@test	$\odot$	OK Cancel
	Deserverd		
	••••••	Ø	
	Remember password		
	A Thunderbird failed to f	ind the settings for your email account	
	Manual configuration		
	Protocol:	IMAP $\checkmark$	
	Hostname:	test	
	Port:		
	Connection security:	Autodetect $\checkmark$	
	Authentication method:	Autodatact	
	Automication method.	Autoucteur	
	Username:	Example@test	
	Hostname:	.test	
	Port:		
	Connection security:	Autodetect	
	connection security.	, acoucted	
	Authentication method:	Autodetect $\vee$	
	Username:	Example@test	
		Advanced config	•
រតិះ	Re-test	Cancel Done	
4,2			