General Information: We recommend using IMAP instead of POP for your Incoming Server type.
Your Outgoing Server may be either SSL or TLS depending on your Email program capabilities.

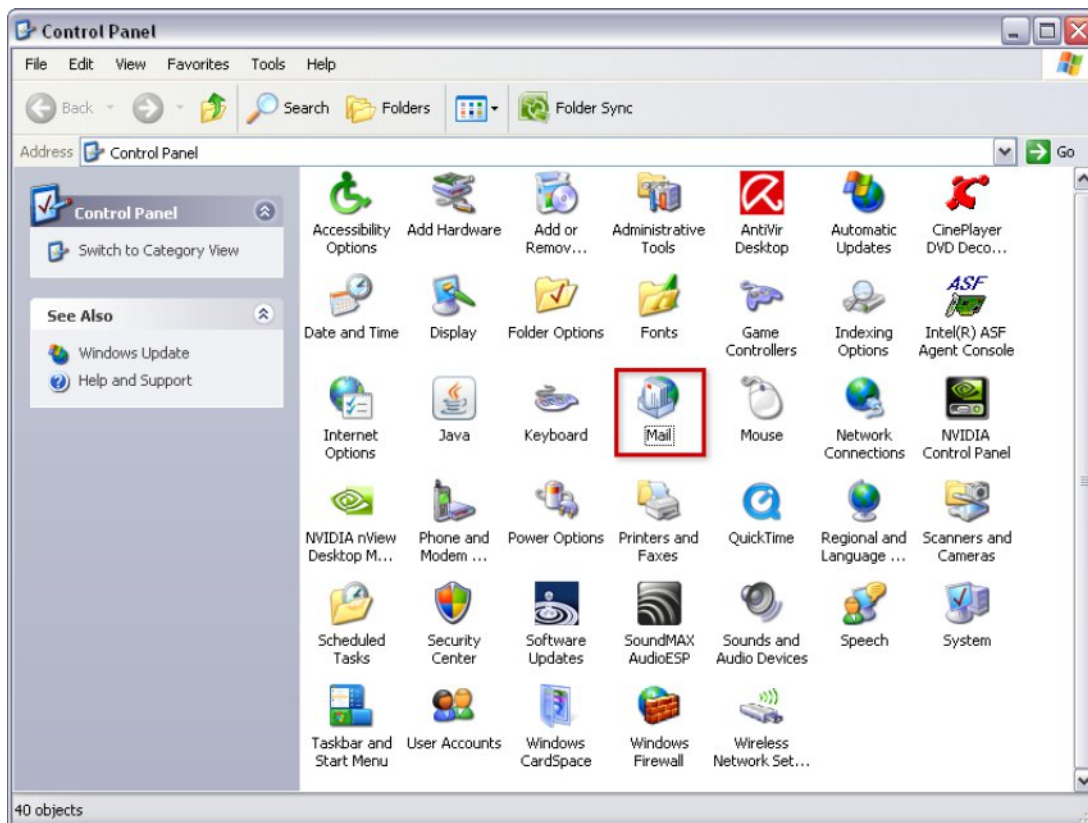| someone@ccrtc.com	someone@iendeavor.com
Incoming Mail Server:	Incoming Mail Server:
mail.ccrtc.com	mail.iendeavor.com
Port: 993 (IMAP)	Port: 993 (IMAP)
Port: 995 (POP)	Port: 995 (POP)
Requires SSL: Yes	Requires SSL: Yes
Outgoing Mail Server:	Outgoing Mail Server:
smtp.ccrtc.com	smtp.iendeavor.com
Port: 465 (SSL)	Port: 465 (SSL)
Port: 587 (TLS)	Port: 587 (TLS)
Requires Authentication: Yes	Requires Authentication: Yes
Use same settings as incoming mail server	Use same settings as incoming mail server
Full Name: Your Real Name	Full Name: Your Real Name
User Name: Your full Email address	User Name: Your full Email address
Email Address: Your full Email address	Email Address: Your full Email address
Password: Your Email password	Password: Your Email password

Email Setup for: **Outlook 2003**

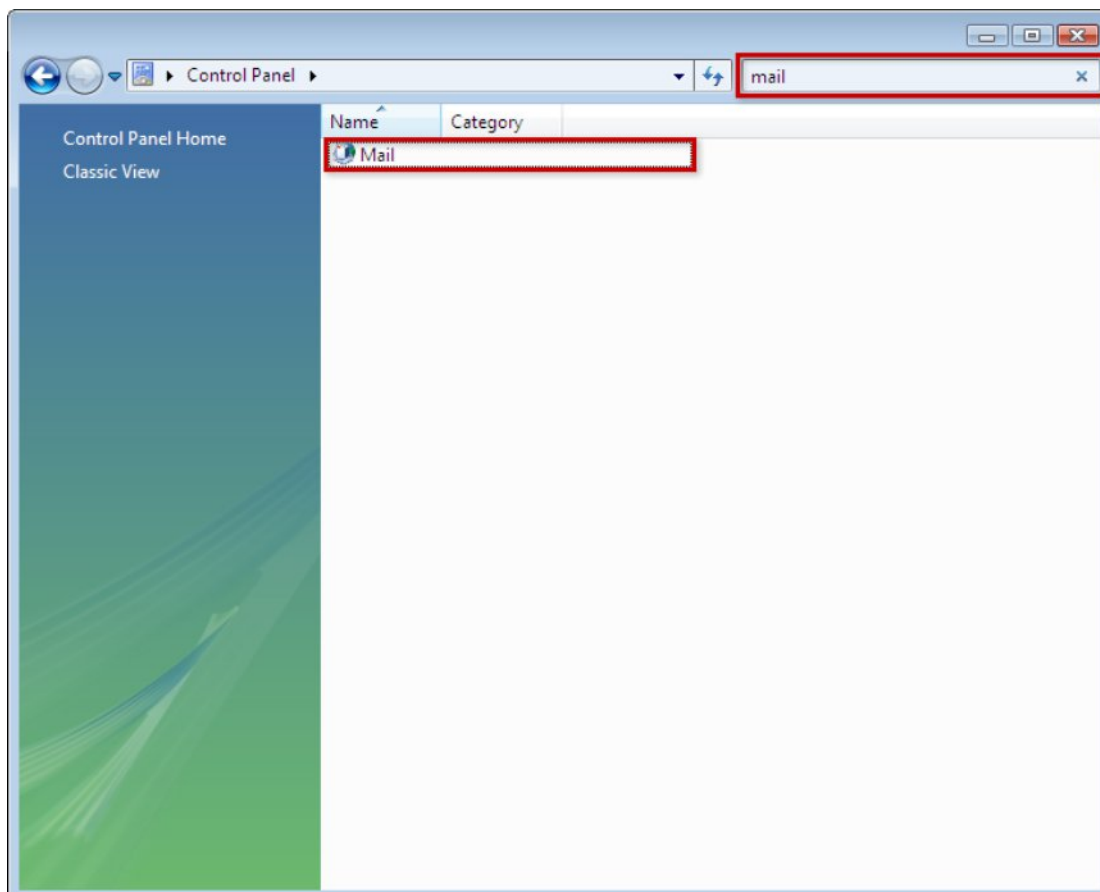Scroll down for detailed steps to setup your email program.
Replace the example information with your information and the details listed above.

Step 1
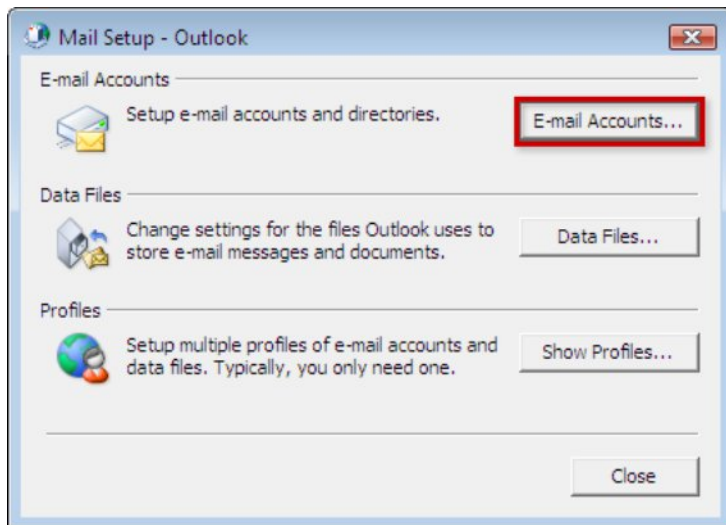From your computer, click the **Start** menu and double-click the **Control Panel** icon.

If using **Windows Vista** or **Windows 7**, type **mail** into the search box at the top-right of the Control Panel window to quickly find the **Mail** icon. Then, double-click it.
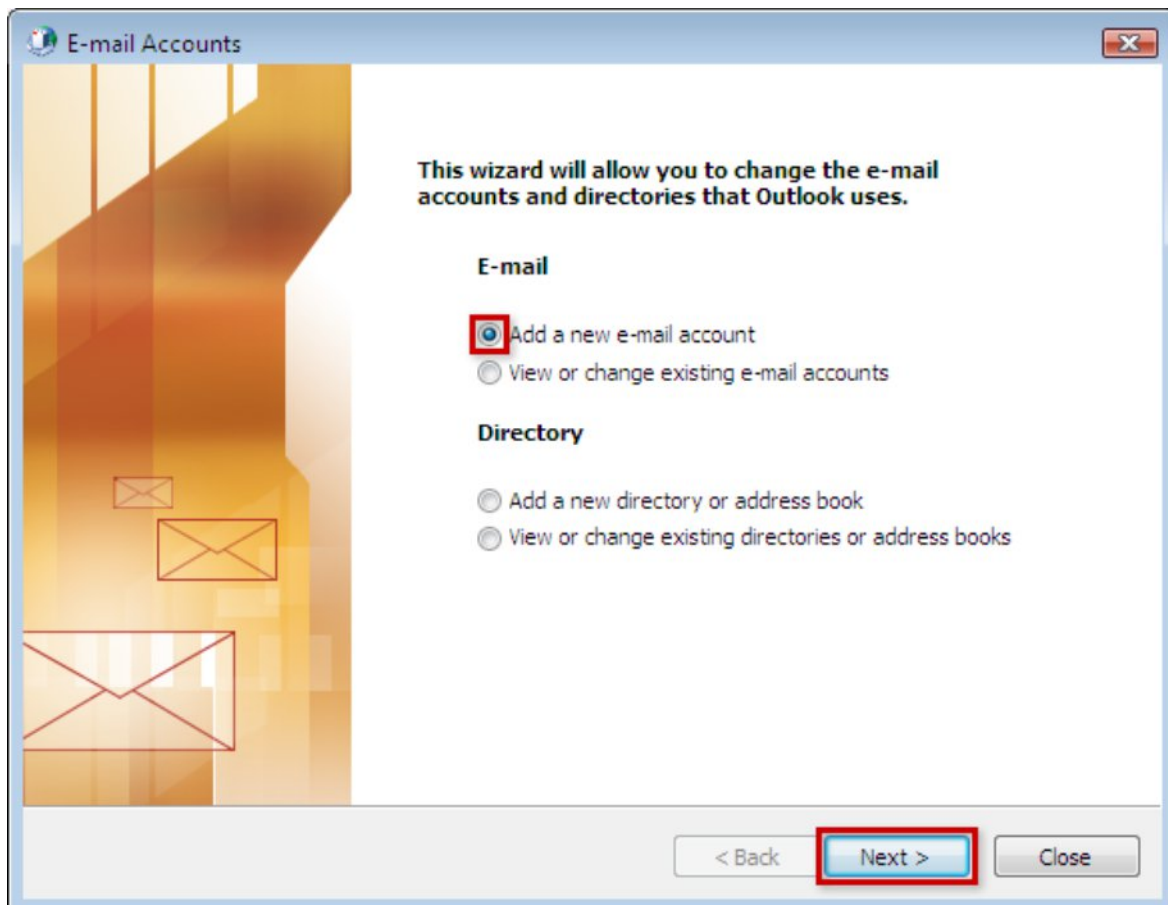
Step 2
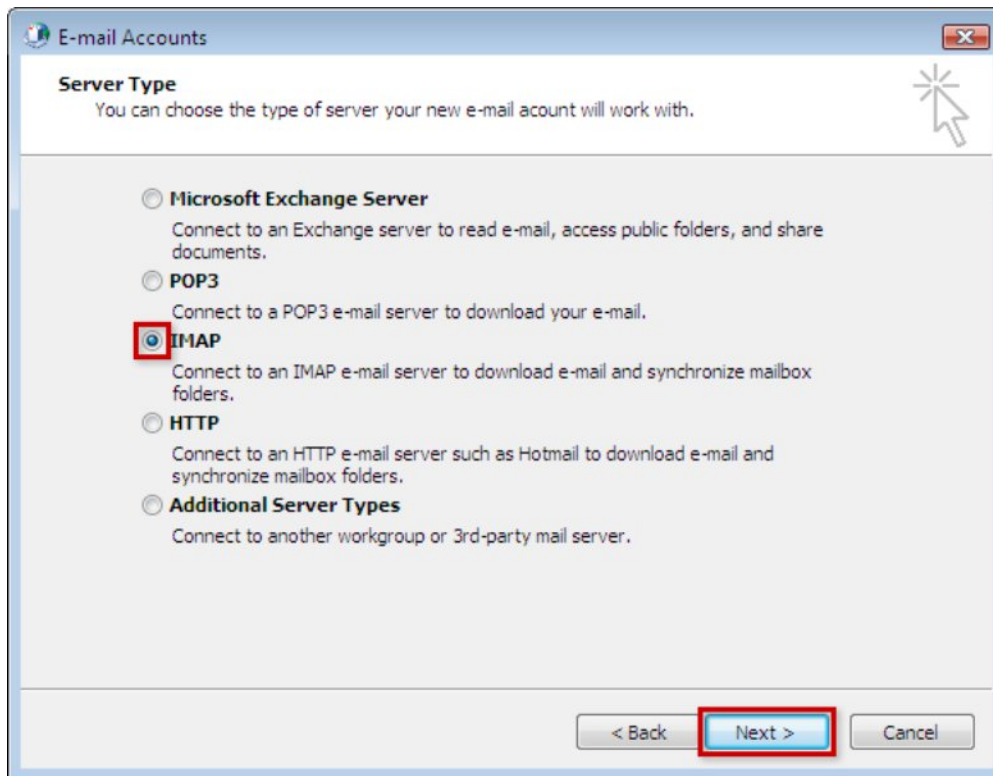Click the **E-mail Accounts** button.

Step 4
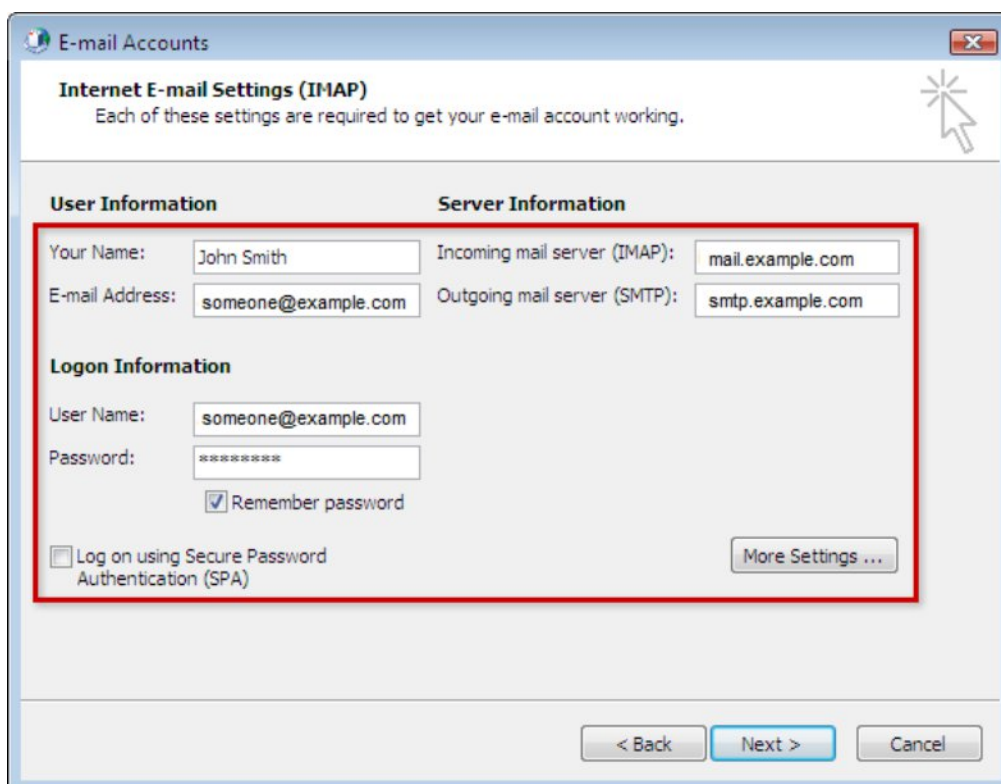Select **Add a new e-mail account** and click the **Next** button.

Step 5
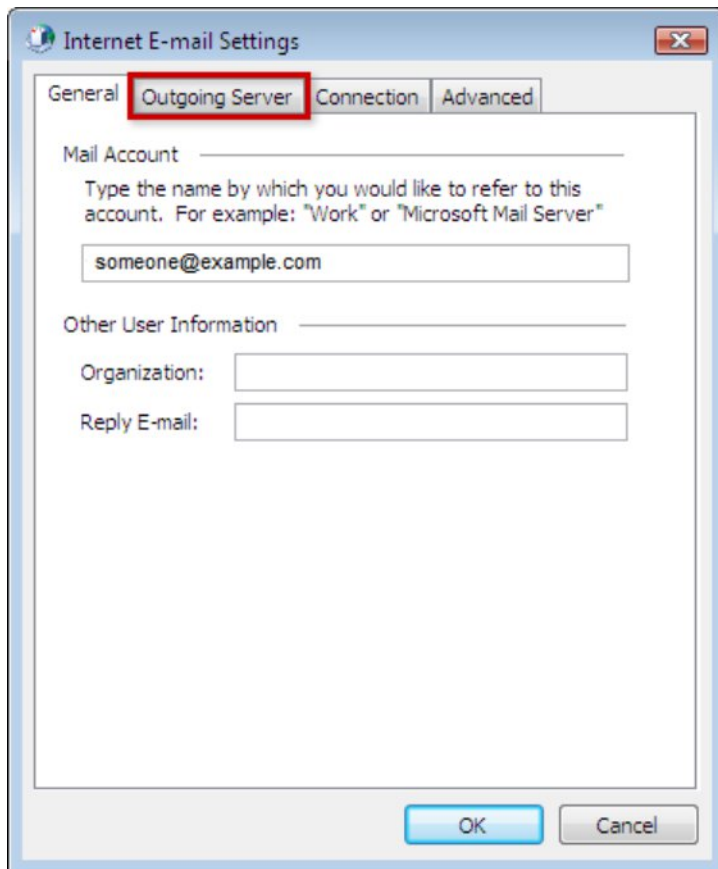Select **IMAP** and click the **Next** button.

Step 6

Enter **Your Name** and full **E-mail Address** in the appropriate text boxes. For the **Incoming mail server (IMAP)**, enter **mail.example.com** and for the **Outgoing mail server (SMTP)**, enter **smtp.example.com**. Your **User Name** is your **full e-mail address** and your **Password** is your email password. Check the box to Remember password if you do not wish to enter the password each time when accessing your e-mail account. When you are complete, click the **More Settings** button.
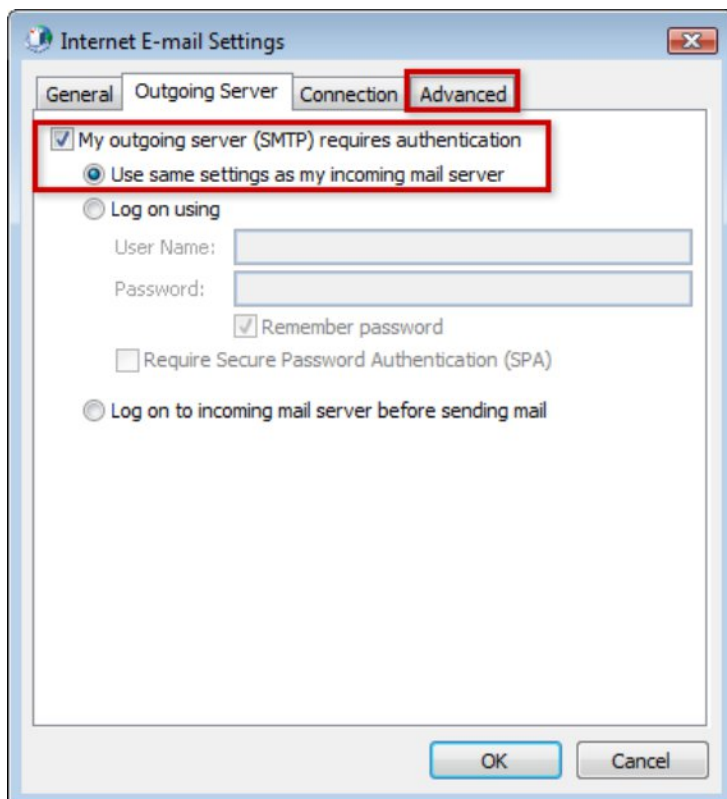
Step 7
In the new window that opens, click the **Outgoing Server** tab at the top.

Step 8
Check the box for **My outgoing server (SMTP) requires authentication** and ensure that **Use same settings as my incoming mail server** is selected. Click the **Advanced** tab to configure additional settings.
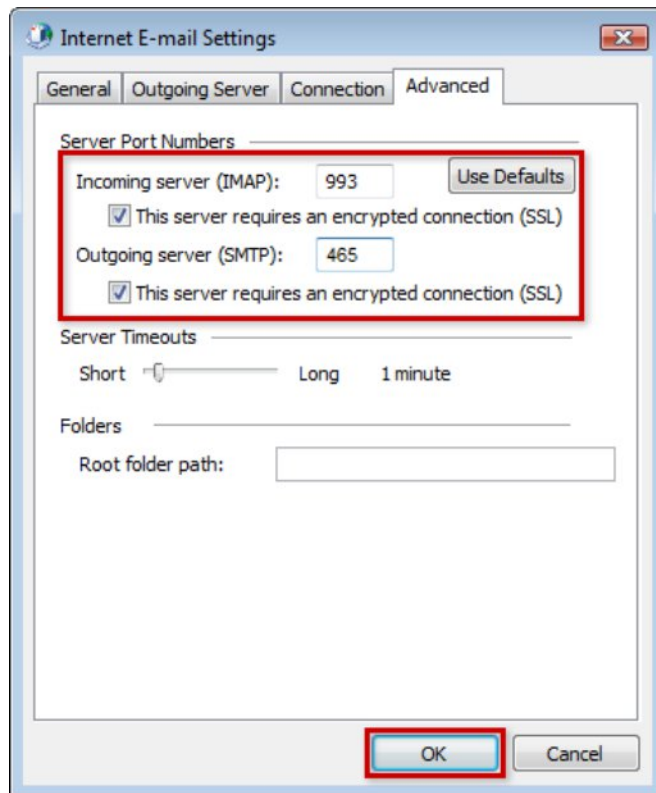
Step 9
Enter port **993** in the text box after **Incoming server (IMAP)**.
Check the box for **This server requires an encrypted connection (SSL)**.
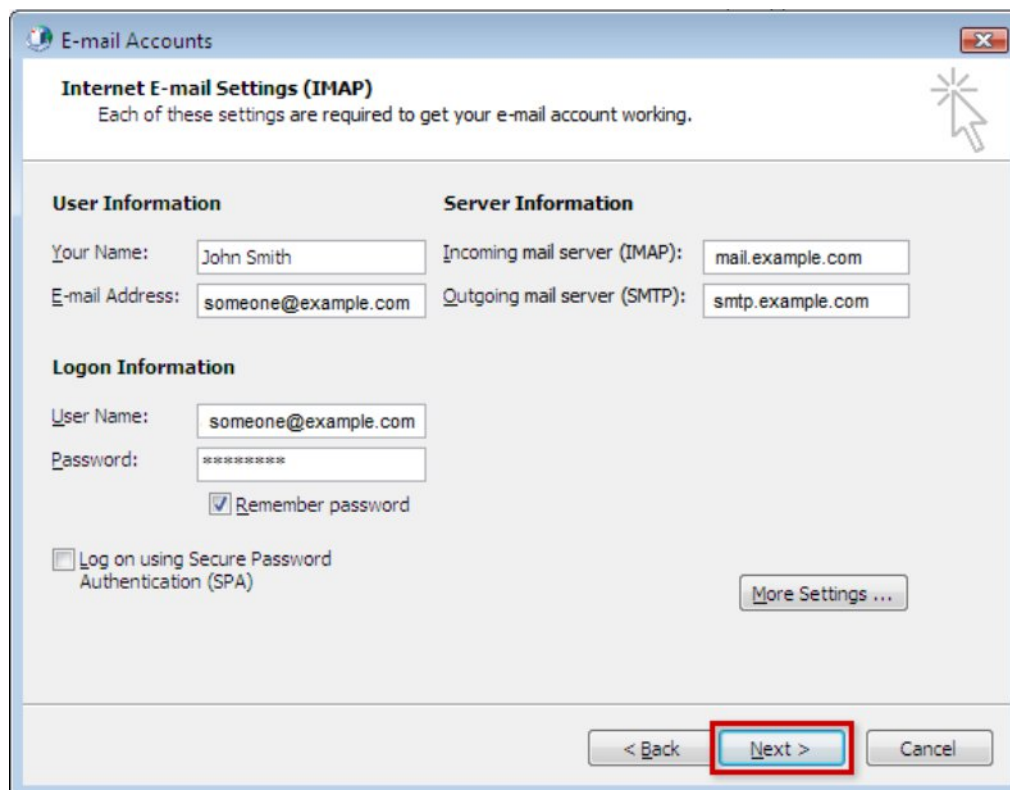Enter port **465** in the text box after **Outgoing server (SMTP)**.
Check the box for **This server requires an encrypted connection (SSL)**.
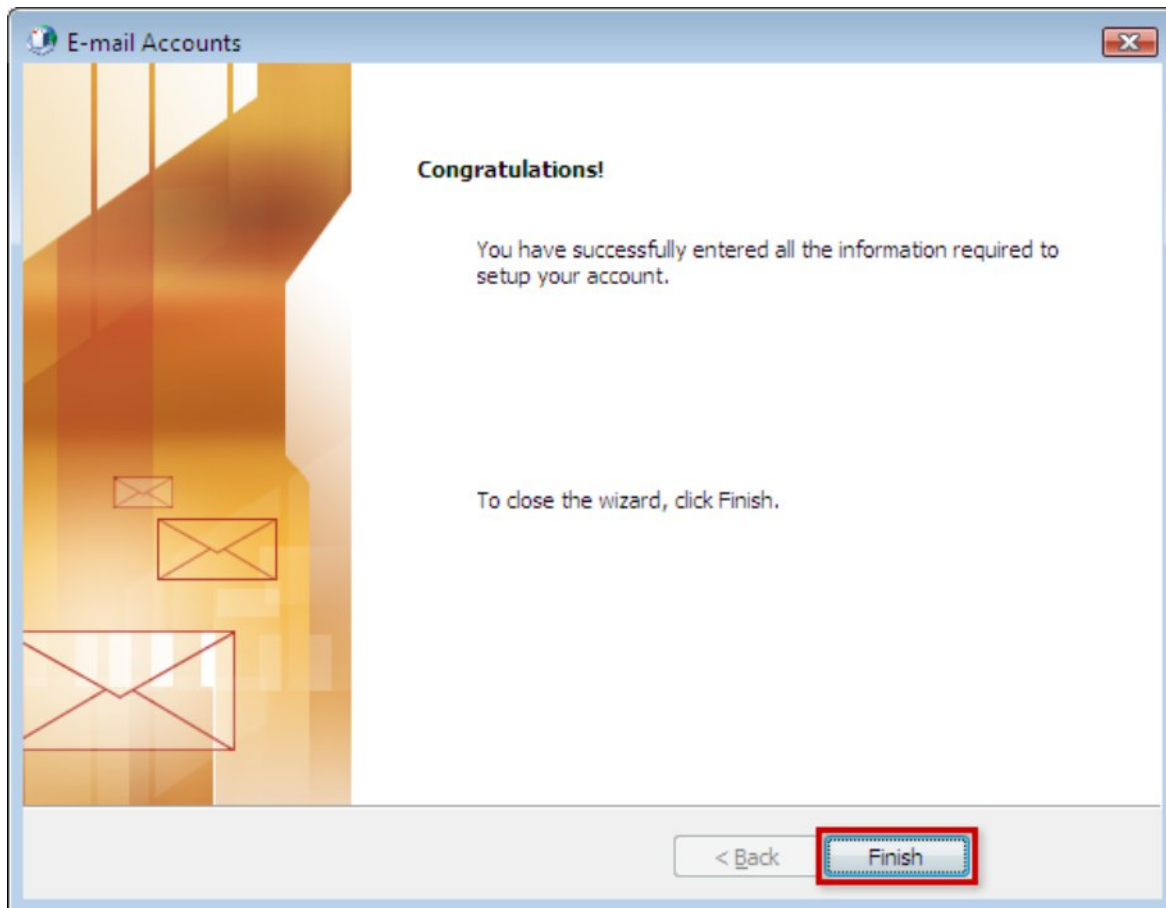Click the **OK** button when finished.

Step 10
Click the **Next** button to save the E-mail Settings and continue through setup.

Step 11
Click the **Finish** button to complete setup.

Step 12
Click the **Close** button to exit the Mail settings window.