

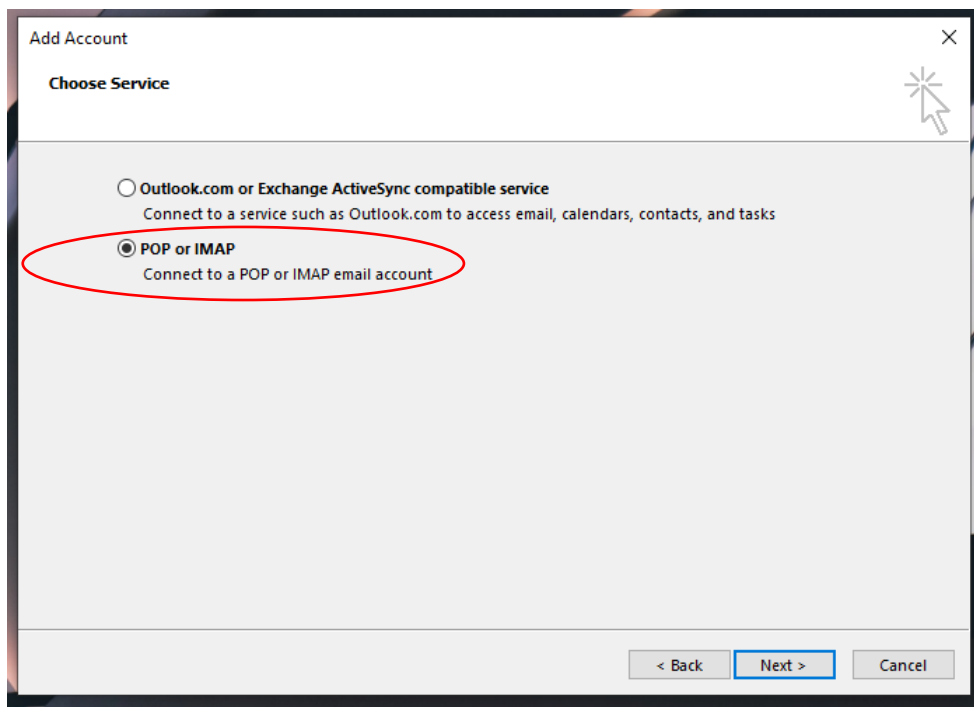


Digierack Support Document: Microsoft Outlook Email Setup  
Created on 11-19-2020 by Digierack, LLC <https://digierack.com>  
| [support@digierack.com](mailto:support@digierack.com)

#### General Information:

Hostname: webmail.digierack.com  
Incoming: imap.digierack.com:993  
Outgoing: smtp.digierack.com:587

#### Adding email to Microsoft Outlook



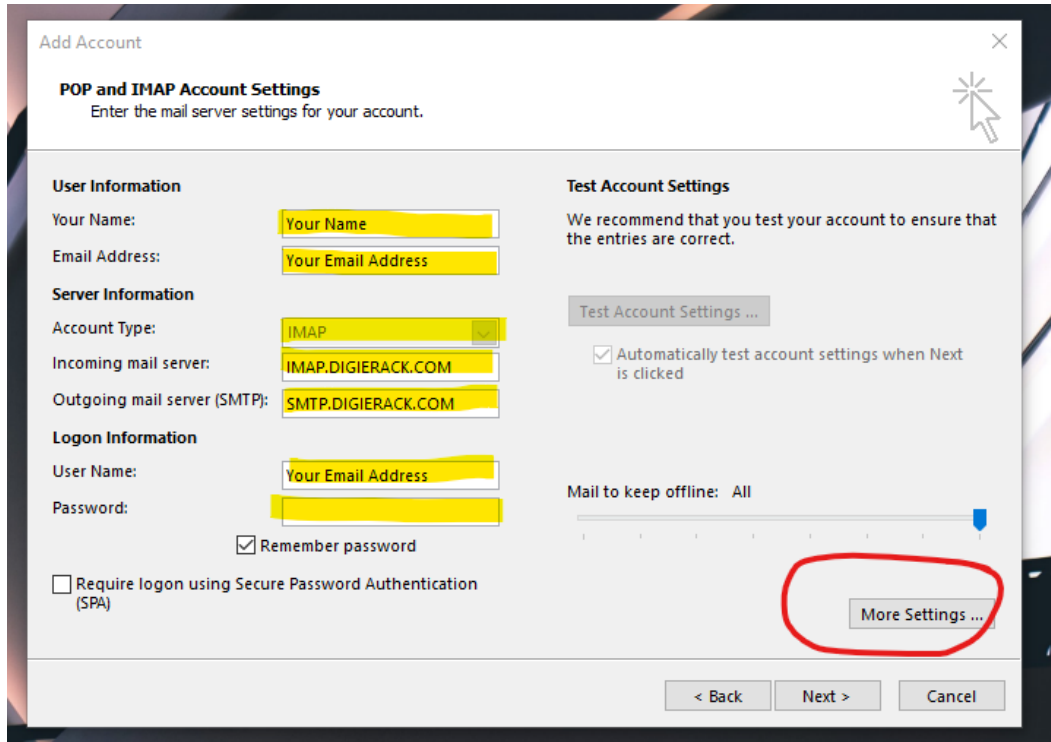
Account Type: IMAP

Incoming mail server: IMAP.DIGIERACK.COM

Outgoing mail server: SMTP.DIGIERACK.COM

Username: Your email Address

Then click More Settings..



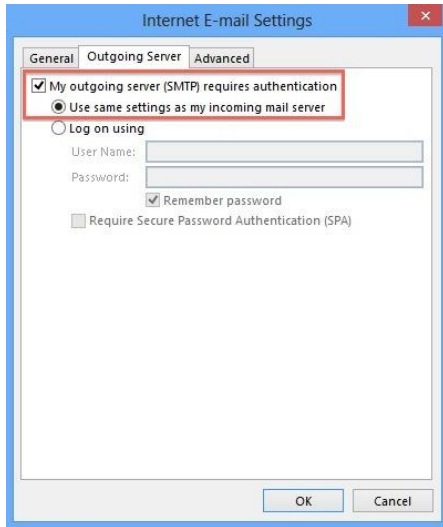
The screenshot shows a 'Add Account' dialog box with the following sections and fields:

- POP and IMAP Account Settings**  
Enter the mail server settings for your account.
- User Information**
  - Your Name: [Your Name]
  - Email Address: [Your Email Address]
- Server Information**
  - Account Type: [IMAP]
  - Incoming mail server: [IMAP.DIGIERACK.COM]
  - Outgoing mail server (SMTP): [SMTP.DIGIERACK.COM]
- Logon Information**
  - User Name: [Your Email Address]
  - Password: [Redacted]
  - Remember password
  - Require logon using Secure Password Authentication (SPA)
- Test Account Settings**
  - We recommend that you test your account to ensure that the entries are correct.
  - Test Account Settings ...
  - Automatically test account settings when Next is clicked
- Mail to keep offline:** All
- More Settings ...** (circled in red)

At the bottom of the dialog are buttons for '< Back', 'Next >', and 'Cancel'.

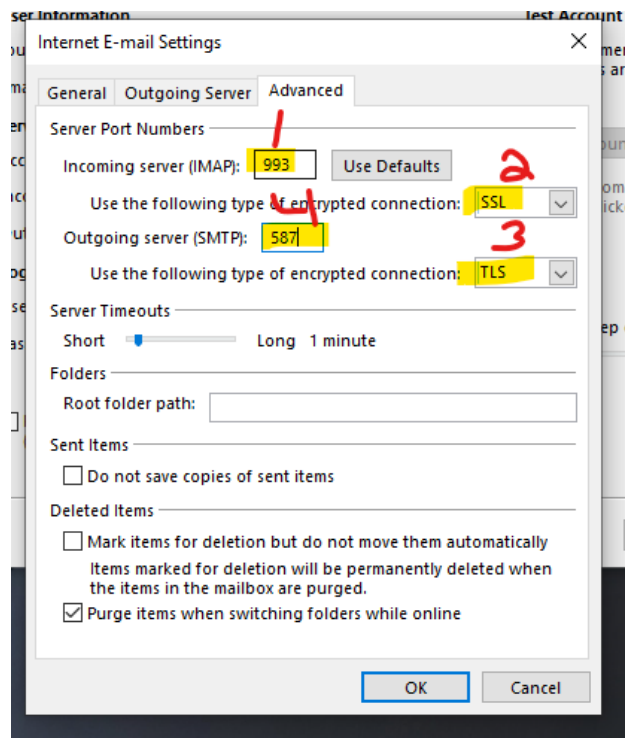
(continued..)

Under the **Outgoing Server** tab, make sure “**my outgoing server (SMTP) requires authentication**” and “**Use same settings as my incoming mail server**” are selected.



Under the next tab, **Advanced**, ensure the following settings are entered:

- 1) Incoming Server (IMAP) 993
- 2) encryption SSL
- 3) Encryption TLS
- 4) Outgoing Server (SMTP) 587



That's It!