How to set up email in Windows 8
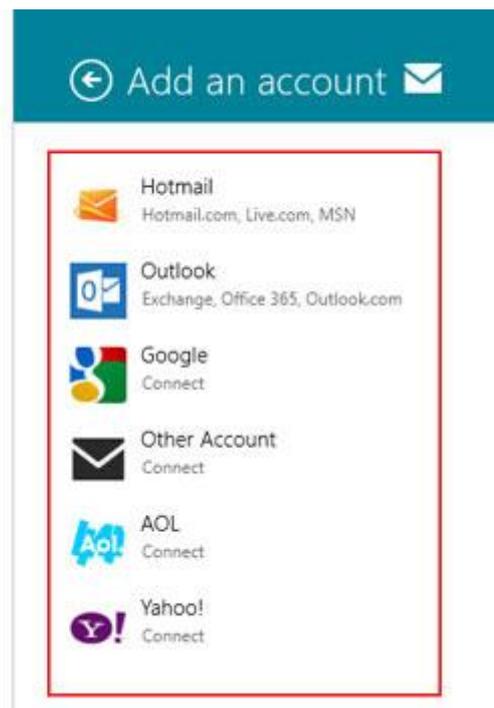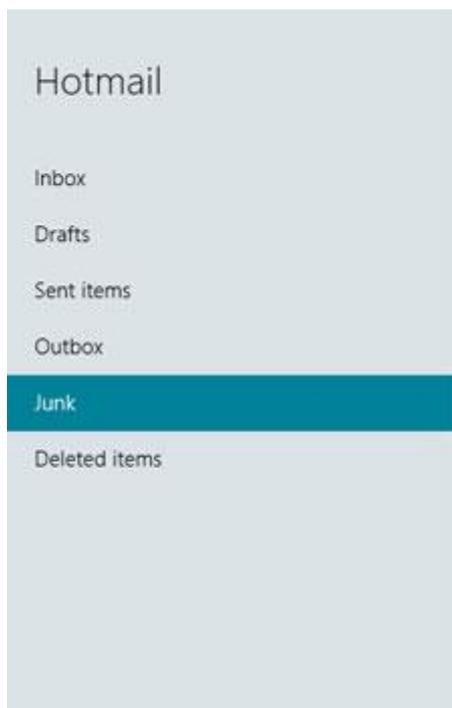
Set up email in Windows 8

You can set up your email in Windows 8 for most email providers and access one or more of those accounts by using the Mail app. For major email providers such as Gmail, Yahoo, Hotmail and Aol, the process is straight forward – enter your email address and password that you use with the respective providers, and you are ready to go.

1.From the Metro interface, click on the Mail tile.

2.To add a new email account, use the Windows shortcut `Windows key` + `I`. You should see a list of options appear in the right sidebar.

3.Click on `Accounts` > `Add an account` in order to set up a new email account. A list of popular email providers will be displayed. Click on 'other account'

4. Once you enter your email account credentials, you will then be asked to enter these crucial details:

1. The username is your complete email address!
2. Your incoming email server address and port number. This information should have been provided to you in the setup email

See below example – once done click `Connect`.

Add your Other account

Enter the information below to connect to your Other account.

Email address

hayder.abbass@darktips.com

Username

hayder.abbass@darktips.com

Password

••••••••

Incoming (IMAP) email server   Port

mail.darktips.com   143

☐ Incoming server requires SSL

Outgoing (SMTP) email server   Port

mail.darktips.com   25

☐ Outgoing server requires SSL

☑ Outgoing server requires authentication

☑ Use the same username and password to send and receive email

Show fewer details

Connect   Cancel

Finally click 'connect' and you are done!