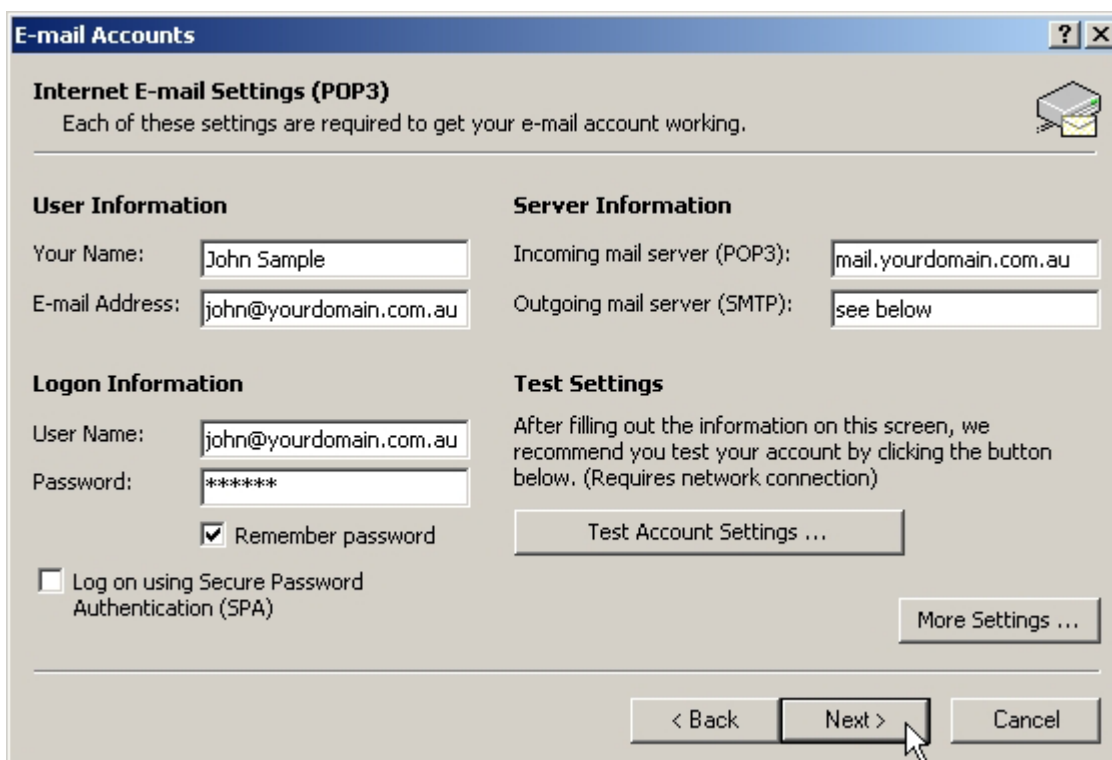


1. Setting up Email Accounts

In Microsoft Outlook and Outlook Express, choose Tools -> Accounts or Tools -> Email Accounts from the menu bar and create a new account. Using the example of john@yourdomain.com.au, the key settings for MySite email accounts are:

Server Type:	POP3
Incoming Mail Server:	mail.yourdomain.com.au
Outgoing Mail Server:	See your dialup or broadband account documentation.*
Email Address:	john@yourdomain.com.au
Username / Account Name:	john@yourdomain.com.au
Password:	the password you have been provided



* Common Outgoing Mail (SMTP) Servers:

Telstra Broadband	mail-hub.bigpond.net.au	Datafast / Eftel	mail.eftel.com
Telstra Dialup	mail.bigpond.com	Dodo	smtp.dodo.com.au
Optus	mail.optusnet.com.au	IHug	smtp.ihug.com.au
IPrimus	smtp.iprimus.com.au	Alphalink	mail.alphalink.com.au
ECN	mail.ecn.net.au	IINet	mail.m.iinet.net.au
Hotkey	mail.hotkey.net.au	Ozemail	mail.ozemail.com.au
TPG	mail.tpg.com.au	Austar	mail.austar.net.au

2. Webmail Access

All MySite email clients have access to MySite Webmail. For john@yourdomain.com.au this can be accessed through: www.yourdomain.com.au/mail or www.mysite.com.au/mail.

Please Note:

1. MySite is responsible for helping you receive mail. Sending mail is the responsibility of your dialup or broadband provider. If you are having trouble sending mail, please contact your provider for assistance.
2. If you do have trouble sending mail, you can use MySite Webmail as a temporary solution until you have worked the problem out with your internet service provider.