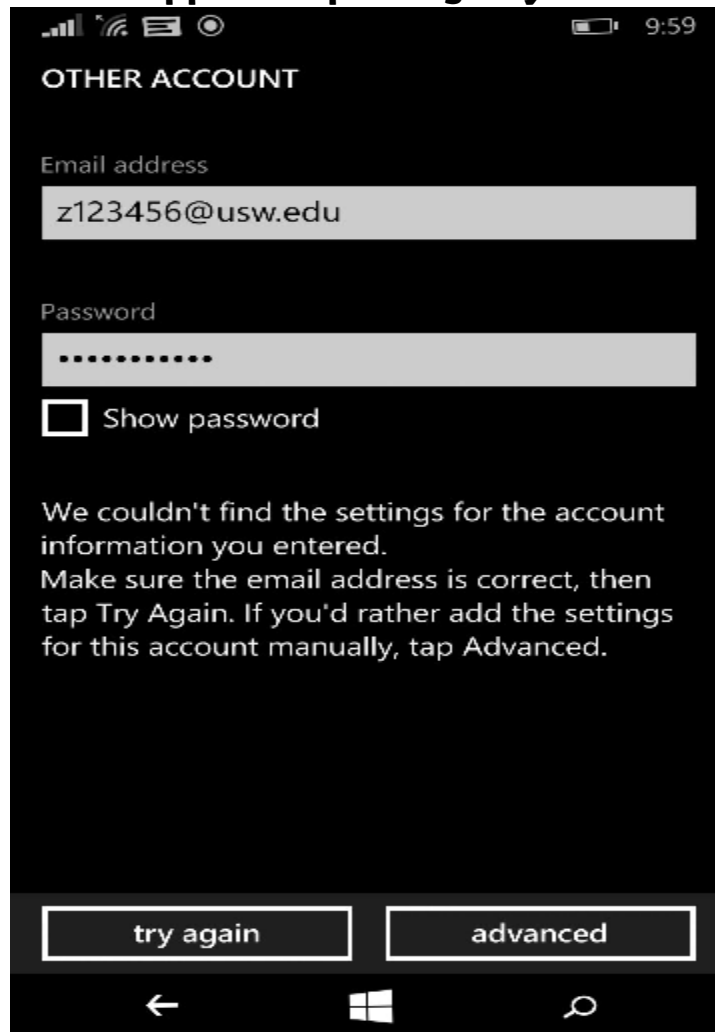


# HOW TO SET UP MUSTANG MAIL!

## WINDOWS 8 PHONE

1. Open settings and navigate to and tap, "email+accounts"
2. Tap, "add an account"
3. Scroll to the bottom and select "other account"
4. Enter your email address and password then tap "sign in"
  - a. It may necessary to tap "try again" and then select "advanced" when it appears depending on your device and location



- b.
5. In "Advanced Setup" tap, "Internet email"
  6. Type whatever account name you wish to use and enter your name as you wish it to appear on outgoing messages
  7. Enter mail.usw.edu as the incoming and outgoing mail server. And enter your username and password when prompted
  8. Under account type, select "IMAP4"

# HOW TO SET UP MUSTANG MAIL!

INTERNET EMAIL ACCOUNT

Account name  
Test

Your name  
Test

We'll send your messages using this name

Incoming email server  
mail.usw.edu

Account type  
IMAP4

User name  
z123456

sign in

- a.
9. Tap “advanced settings” at the bottom of the page and be sure to check the boxes to require SSL on both incoming and outgoing email.

# HOW TO SET UP MUSTANG MAIL!



- a.
10. Set the number of days' worth of messages you wish to keep on your device and tap, "sign in".