Clients – Thunderbird
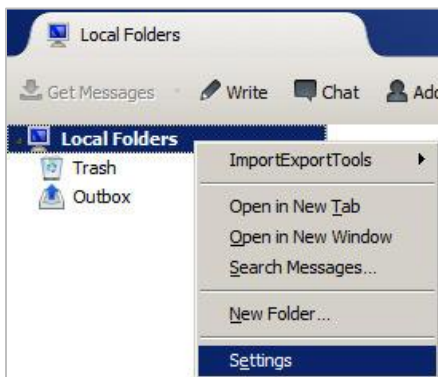
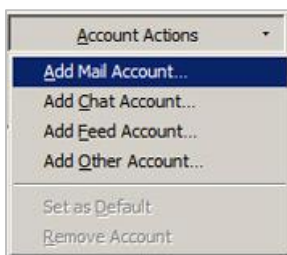This documentation explains how to set up your email account in Mozilla Thunderbird.
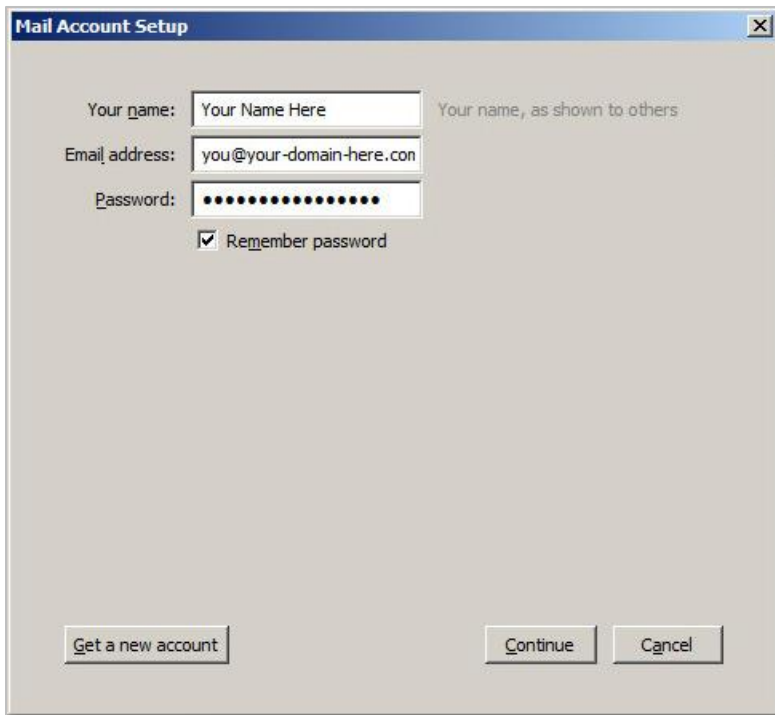
1. Open Thunderbird.

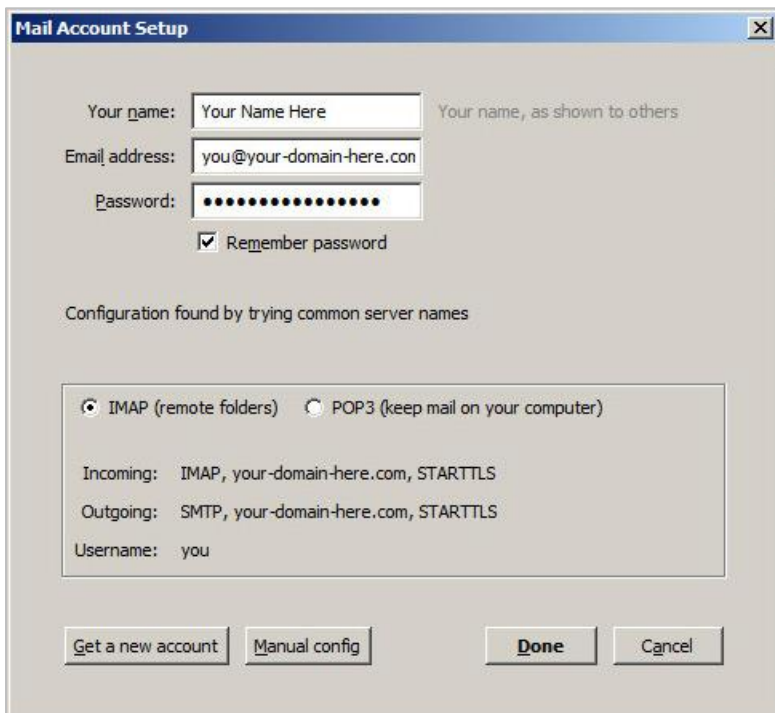2. Right-click **Local Folders** in the left column and select **Settings**.

3. Click **Account Actions** at the bottom of the left column and select **Add Mail Account...**

4. Enter your full name. Enter your **Email Address** and **Password**. Click **Continue**.
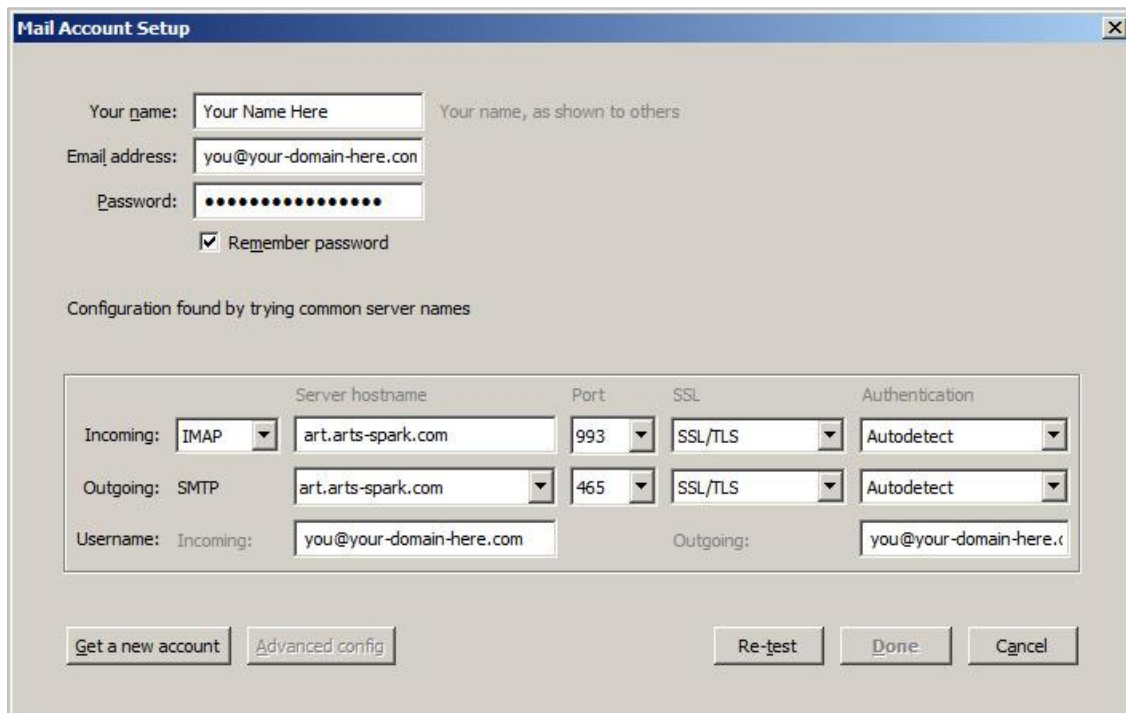
5. Thunderbird will attempt to automatically set your account up, in most cases this will fail. Click **Manual Config**.

6. Choose the **Incoming** account type (POP3 or IMAP). Enter the **Incoming and Outgoing Server** address, **mail.yourdomain**

   Change the **SSL** dropdown menu for both incoming and outgoing to **SSL/TLS**.

Authentication for both incoming and outgoing should be set to **Autodetect**. Enter your **Username** (full email address) for both incoming and outgoing. Click **Re-test**. Click **Done**. Click **OK**.

7. If your mail doesn't sync right away click **Get Messages** in the toolbar.

8. If you need to make changes to your account right click on your **Account Name** in the left column and select **Settings**.