

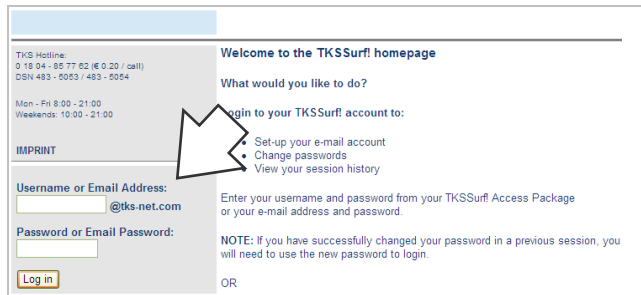
TKSSurf! E-mail Setup Outlook 2007

GETTING STARTED

Create a TKSSurf! E-mail Account

To use your TKSSurf! e-mail account, first login the TKSSurf! homepage where you'll be able to define a personalized TKSSurf! e-mail address and e-mail password - both are required in order to setup your computer's mail or messaging program.

1. Launch your Internet browser go to the TKSSurf! homepage at: **www.tks-net.com**
2. To access the TKSSurf! homepage, you must logon using a valid username and password.

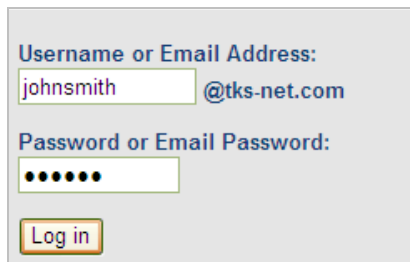


First time login:

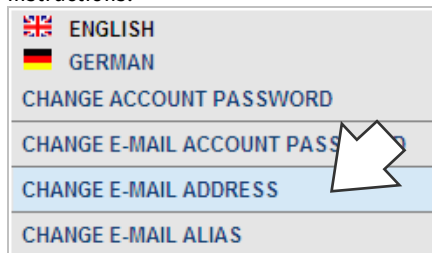
Enter the default username and password from your **TKSSurf! Access Package** in the respective fields, then click on **Log in**.

Login using your e-mail address:

Once you have successfully setup up your e-mail account you may login using your TKS e-mail address and password instead.



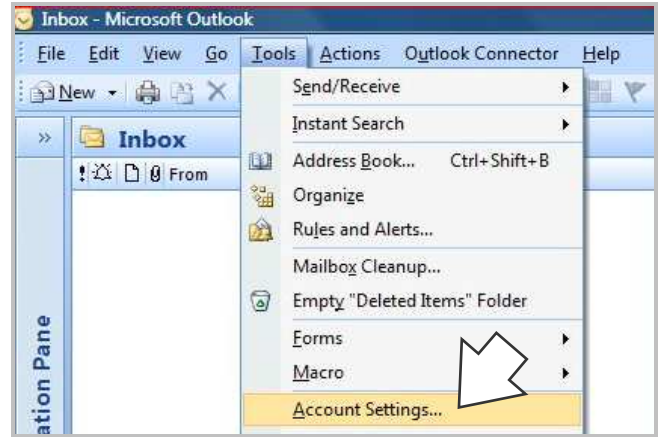
3. Click on **CHANGE E-MAIL ADDRESS** in the navigation bar on the right side of the page, and then follow the easy onscreen instructions.



SETUP TIP: Whenever you make changes to your TKSSurf! account, document the changes and keep a personal record. If later you decide to modify the e-mail password for example, this data must also be updated in your mail program.

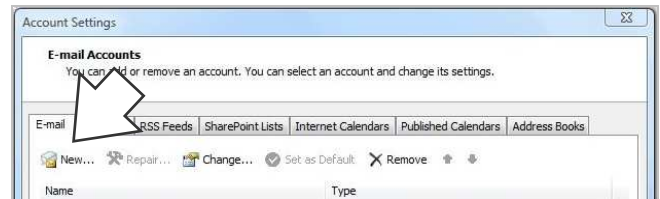
For this section you'll need your TKSSurf! e-mail address and password. The **GETTING STARTED** section provides instructions on how to setup your e-mail account.

1. Launch Outlook 2007, from the program's main menu; click on **Tools**, then on **Account Settings...**



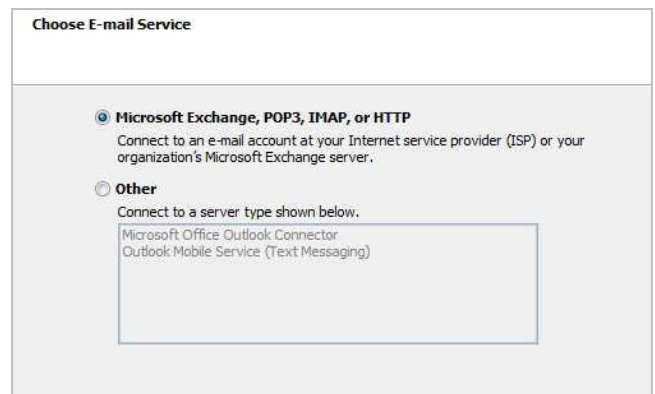
step 1: Account Settings...

2. The Account Settings dialog box opens, click on: **New...**



step 2: click on New...

3. Select the option: **Microsoft Exchange, POP3, IMAP, or HTTP**, then click on **Next**.



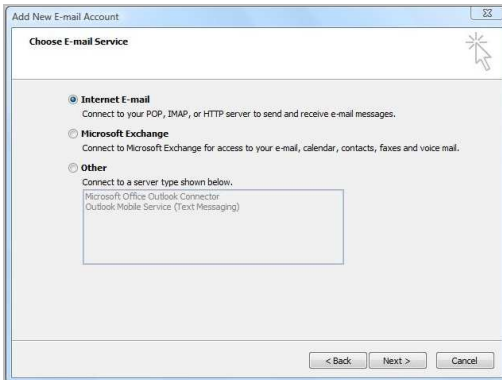
step 3: Choose E-mail Service

4. Auto Account Setup - checkmark: **Manually configure server settings or additional server types**, then click **Next**.



step 4: checkmark Manually configure

5. Choose E-mail Service - select **Internet E-mail**, click **Next**.



step 5: Choose E-mail Service

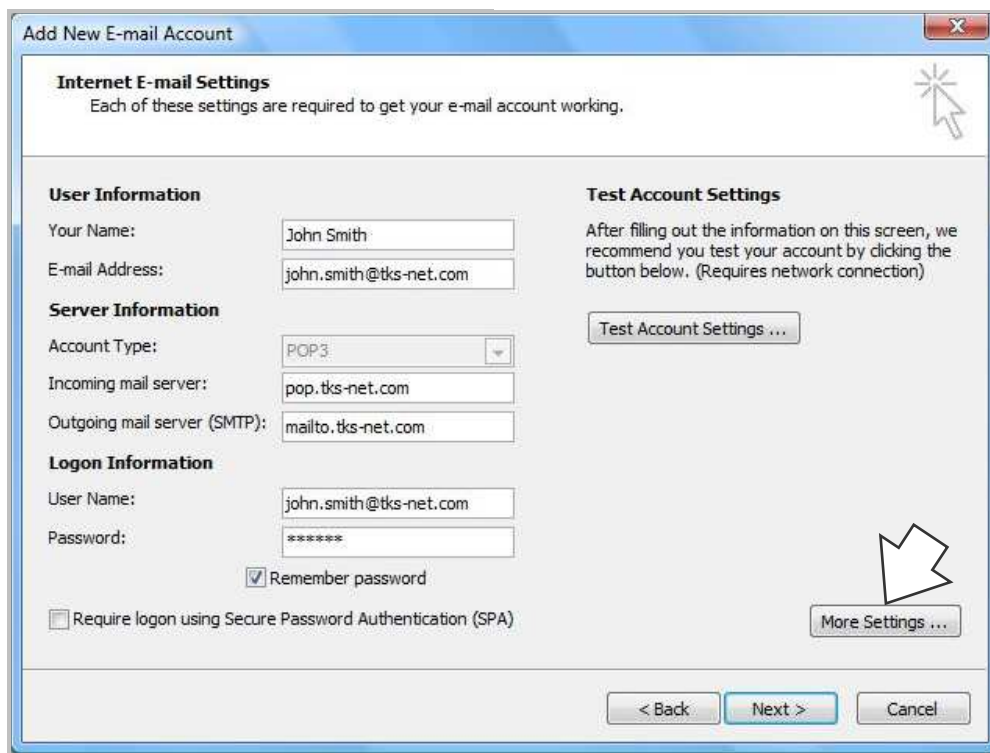
6. In the **Internet E-mail Settings** dialog box, all of the respective fields must be entered, see the example below.

Your Name: as it will appear in your e-mails
 E-mail address: your **TKSSurf! e-mail address***
 *NOTE: BE SURE TO INCLUDE THE DOMAIN NAME @**tkc-net.com**

Account Type: POP3
 Incoming mail server: pop.tkc-net.com
 Outgoing mail server: mailto.tkc-net.com

User Name: your **TKSSurf! e-mail address***
 Password: your **TKSSurf! e-mail password**
 *AGAIN BE SURE TO INCLUDE THE DOMAIN NAME @**tkc-net.com**

Checkmark: **Remember Password**, then click on **More Settings...**



step 6: E-mail settings

7. In the **Internet E-mail Settings** dialog box, click on the **Outgoing Server** tab. Checkmark: **My outgoing server (SMTP) requires authentication**, also select: **Use same settings as my incoming mail server**, then click on **OK** to save the settings. Click on **Finish** to complete the setup.



step 7: Outgoing Server settings

8. Your new TKSSurf! e-mail account is now displayed in Outlook's **Account Settings** dialog box. Highlight the account, then checkmark: **Set as default**. When completed, click: **Close**.

TIP: If there are other e-mail accounts listed that are no longer actively used, you may delete them by selecting an e-mail profile, then clicking **Remove**.

9. Close Outlook in order to save the settings.

You have completed your TKSSurf! e-mail configuration.

Relaunch Outlook 2007 and start sending e-mails!



Additional setup guides are available at the TKS website.

www.tkcable.com