



Setup Email in Windows 10 Mail

IMAP Setup:

1. Launch your Email App
 - a. Press the **WINDOWS** key on your keyboard to access the Windows 10 Start menu
 - b. Select **Mail**
2. Add an email account
 - a. Click the **Settings** icon
 - b. Click **Accounts**
 - c. Click **Add an Account**
 - d. Under Choose an account, click **Advanced setup** at the bottom of the list
 - e. Click **Internet email**
3. Enter Internet email account settings
 - a. Incoming email server: mail.rfnow.com
 - b. Account type: **IMAP4**
 - c. Email address: *Your rfnow email address*
 - d. User name: *Your rfnow email*
 - e. Password: *Your rfnow email password*
 - f. Outgoing (SMTP) mail server: **smtp.rfnow.com**
 - i. Outgoing server requires authentication: **Yes**
 - ii. Use the same user name and password for sending mail: **Yes**
 - iii. Require SSL for incoming mail: **Yes**
 - iv. Require SSL for outgoing mail: **Yes**
4. Click **Sign-in**