

## Outlook 2000 Setup

1. Open Outlook.
2. Click the **Tools** menu at the top of the window. Select **Accounts**
3. Click the **Add** button and select **Mail**
4. Click **Next**
5. If you would like to import email and your address book from Outlook Express, select **Outlook Express**. Otherwise, select **None of the above**. Click **Next**
6. Select **Internet Only**. Click **Next**
7. Click **Yes** to continue.
8. Enter your name in the Display Name box. Click **Next**.
9. Enter your Caylix email address in the E-mail address box. Click **Next**.
10. In the **Incoming Mail** box, type: *pop.caylix.com*  
In the **Outgoing Mail** box, type: *smtp.caylix.com*. Click **Next**
11. In the **Account Name** box, enter your **Caylix Username**  
In the **Password** box, enter your **Caylix password**.  
DO NOT check the box next to "**log on using Secure Password Authentication**". Click **Next**
12. Select **I will establish my Internet Connection Manually**. Click **Next**. Click **Finish**.  
Repeat this procedure for any additional Caylix email addresses you may have.