

TIDAK BISA EMAIL

EDUKASI

Pastikan pengaturan sesuai. Pilih sesuai tipe/jenis Email :

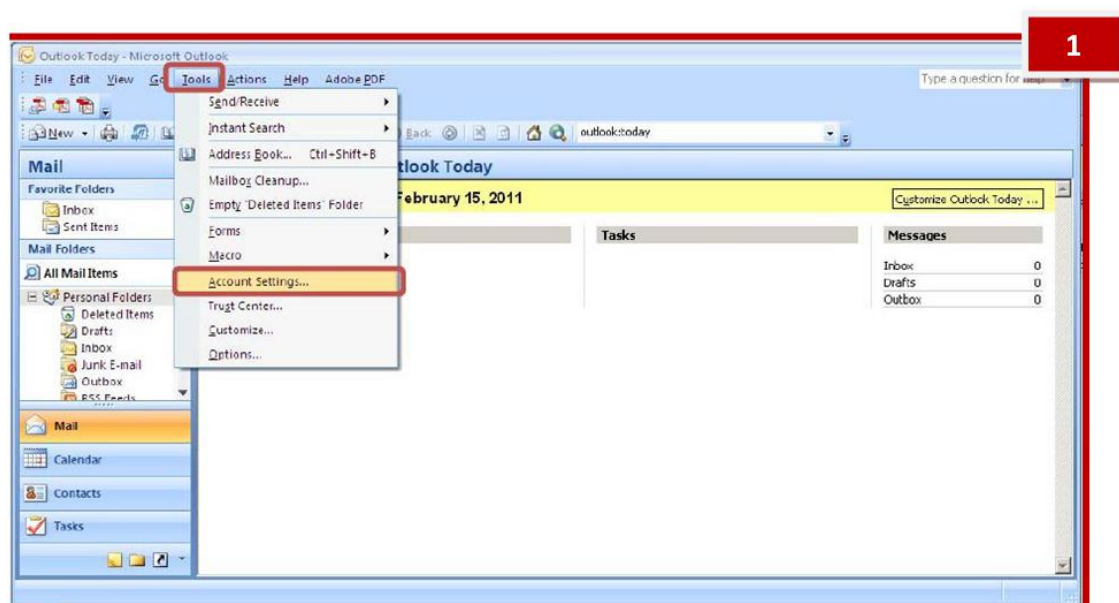
Aplikasi

(Email Basis SMTP/POP3)

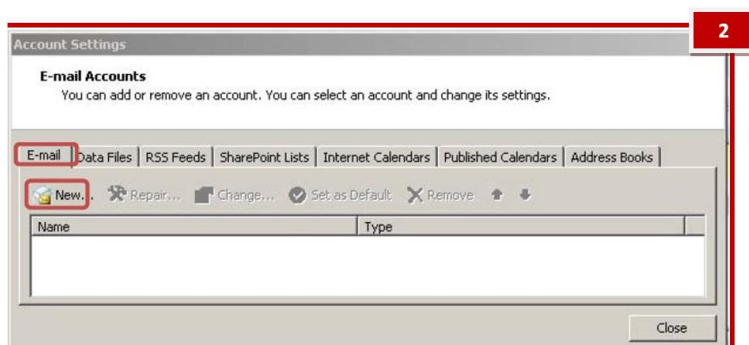
Panduan Microsoft Outlook 2007

1. BUAT AKUN Email Microsoft Office Outlook 2007

- Pilih Menu “Tools”
- Pilih “Account Settings”



- Pilih menu “E-mail
- Pilih “New”
- Centang “Manually Configure Server settings or additional server types”
- Lanjutkan pilih “Next



Add New E-mail Account 3

Auto Account Setup

Your Name:
Example: Barbara Sankovic

E-mail Address:
Example: barbara@contoso.com

Password:
Retype Password:
Type the password your Internet service provider has given you.

☒ **Manually configure server settings or additional server types**

< Back **Next >** Cancel

- Pilih “Internet E-mail”
- Lanjutkan pilih “Next”

Add New E-mail Account 4

Choose E-mail Service

☒ **Internet E-mail**
Connect to your POP, IMAP, or HTTP server to send and receive e-mail messages.

☐ **Microsoft Exchange**
Connect to Microsoft Exchange for access to your e-mail, calendar, contacts, faxes and voice mail.

☐ **Other**
Connect to a server type shown below.

Outlook Mobile Service (Text Messaging)

< Back **Next >** Cancel

Masukkan konfigurasi email Anda, seperti contoh dibawah:

- Account Type: pilih POP3
- Incoming mail server: isi tergantung domain email yang dipakai.
- Outgoing mail server isi: smtp.telkom.net
- Lalu lanjutkan pilih "More Settings"

Change Account

Internet E-mail Settings
Each of these settings are required to get your e-mail account working.

User Information
Your Name: sahrul anwar
E-mail Address: sahrul.anwar@telkomakses.co.id

Server Information
Account Type: POP3
Incoming mail server: email.telkomakses.co.id
Outgoing mail server (SMTP): smtp.telkom.net

Logon Information
User Name: sahrul.anwar@telkomakses.co.id
Password: *****
☒ Remember password
☐ Require logon using Secure Password Authentication (SPA)

Test Account Settings
After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)
Test Account Settings ...
☒ Test Account Settings by clicking the Next button

More Settings ...

< Back Next > Cancel

- Klik tabmenu Outgoing Server
- Hilangkan centang pada My Outgoing Server (SMTP) requires authentication

Internet E-mail Settings

General Outgoing Server Connection Advanced

☐ My outgoing server (SMTP) requires authentication

☒ Use same settings as my incoming mail server

☐ Log on using

User Name:

Password:

☒ Remember password

☐ Require Secure Password Authentication (SPA)

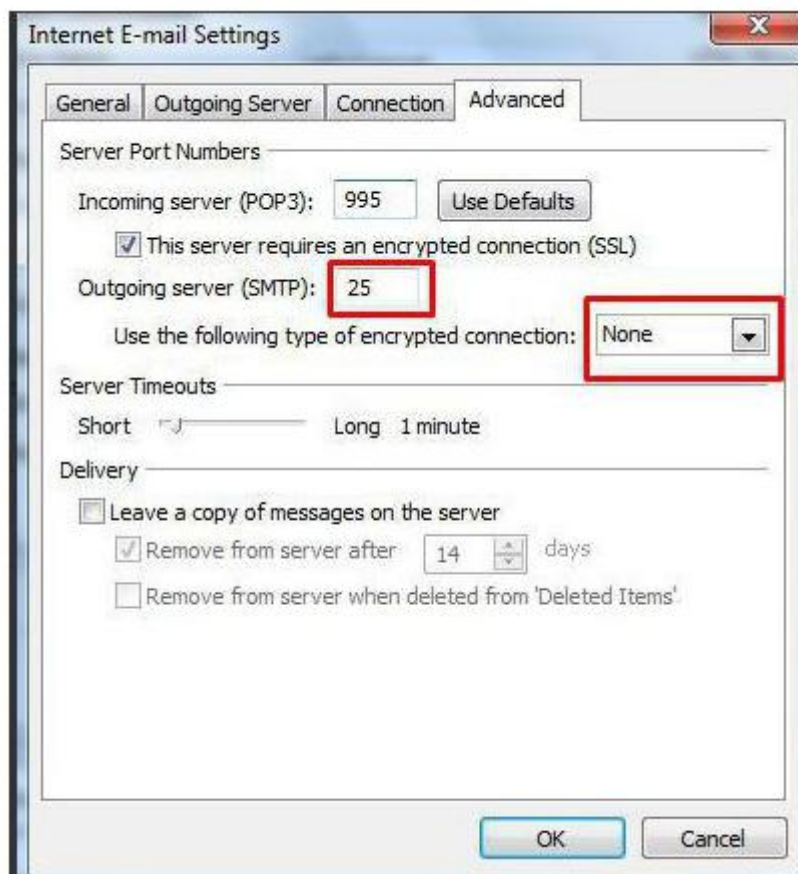
☐ Log on to incoming mail server before sending mail

OK Cancel

Klik tabmenu Advanced lalu pilih salah satu Opsi pengaturan disamping sesuai pelanggan :

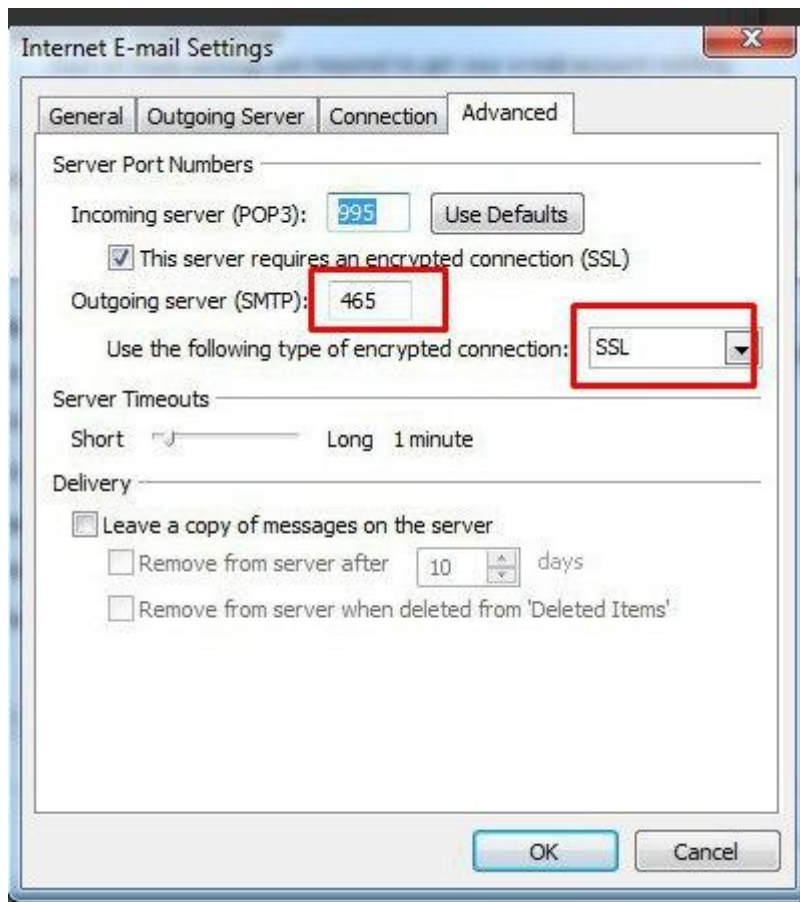
Opsi 1

- Outgoing Server (SMTP) isi: 25
- Encrypted Connection pilih: None
- Klik OK untuk menyimpan



Opsi 2

- Outgoing Server (SMTP) isi: 465
- Encrypted Connection pilih: SSL
- Klik OK untuk menyimpan



User bisa gunakan Test Account Setting untuk cek sudah tersetting dengan benar atau tidak.

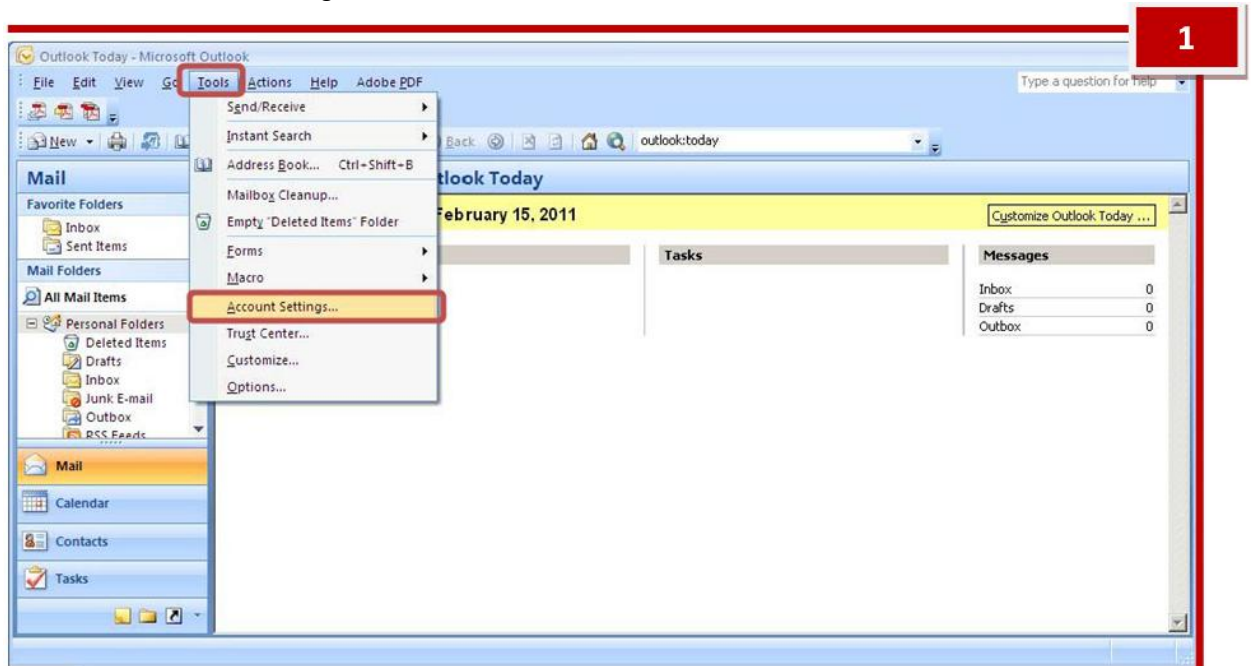
Caranya:

- Pilih "Test Account Setting" untuk cek settingan sudah benar, jika sudah pilih "close"
- Lalu Pilih "Next" kemudian "Finish" untuk menyelesaikan.



GANTI PORT Email Microsoft Office Outlook 2007

- Pilih Menu “Tools”
- Pilih “Account Settings”

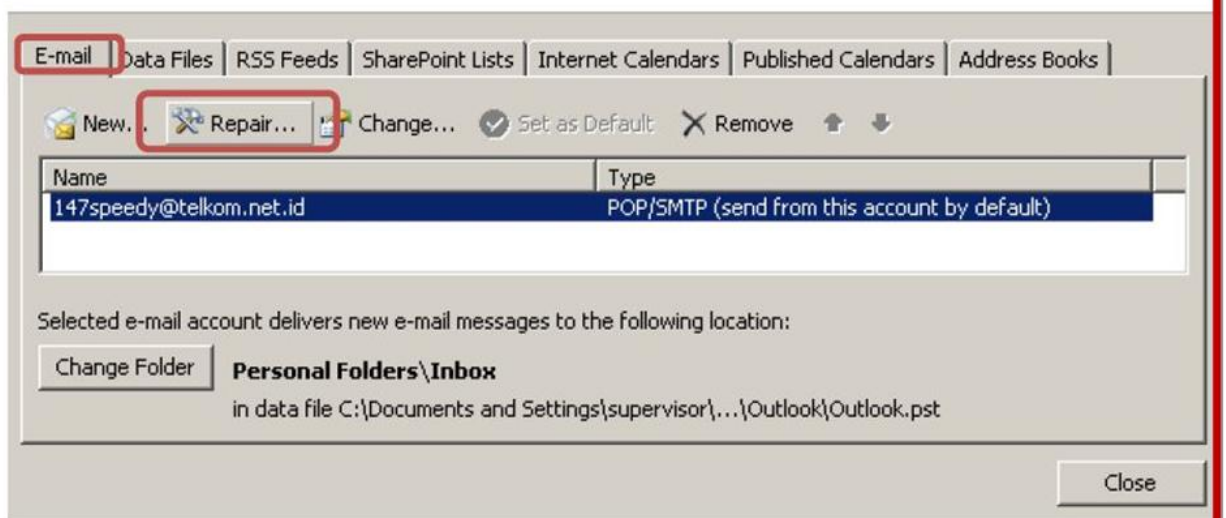


- Pilih menu E-mail
- Pilih email yang akan di setting. Contoh : 147speedy@telkom.net.id
- Pilih “Repair”

Account Settings

E-mail Accounts

You can add or remove an account. You can select an account and change its settings.



- Pastikan data seperti contoh diatas sudah benar
- Lalu pilih "More Settings"
- Masukkan konfigurasi email Anda, seperti contoh diatas
 - Account Type: pilih POP3
 - Incoming mail server: isi tergantung domain email yang dipakai.
 - Outgoing mail server isi: smtp.telkom.net
 - Lalu lanjutkan pilih "More Settings"

Change Account

Internet E-mail Settings
Each of these settings are required to get your e-mail account working.

User Information
Your Name: sahrul anwar
E-mail Address: sahrul.anwar@telkomakses.cc

Server Information
Account Type: POP3
Incoming mail server: email.telkomakses.co.id
Outgoing mail server (SMTP): smtp.telkom.net

Logon Information
User Name: sahrul.anwar@telkomakses.cc
Password: *****
☒ Remember password
☐ Require logon using Secure Password Authentication (SPA)

Test Account Settings
After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)
Test Account Settings ...
☒ Test Account Settings by clicking the Next button

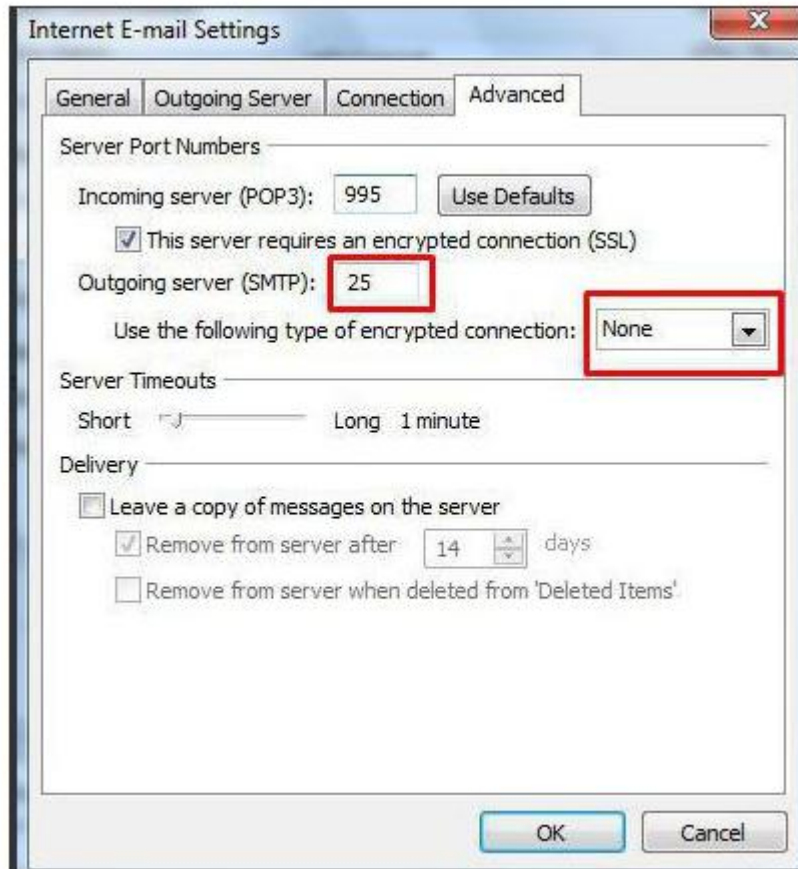
More Settings ...

< Back Next > Cancel

Klik tabmenu Advanced lalu pilih salah satu Opsi pengaturan disamping sesuai pelanggan :

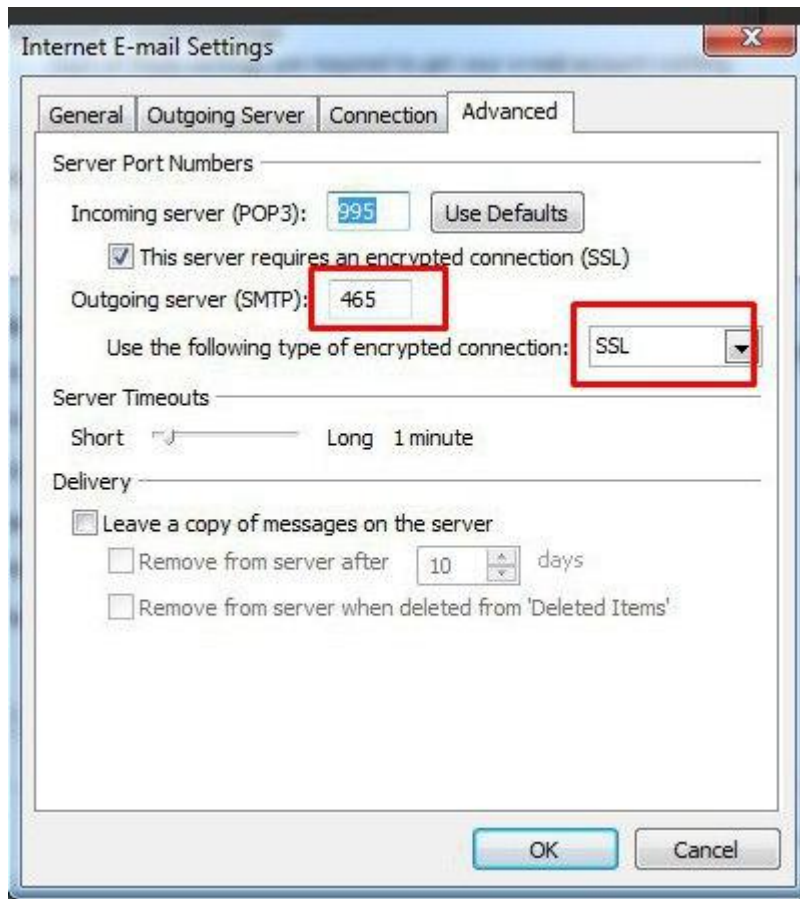
Opsi 1

- Outgoing Server (SMTP) isi: 25
- Encrypted Connection pilih: None
- Klik OK untuk menyimpan



Opsi 2

- Outgoing Server (SMTP) isi: 465
- Encrypted Connection pilih: SSL
- Klik OK untuk menyimpan

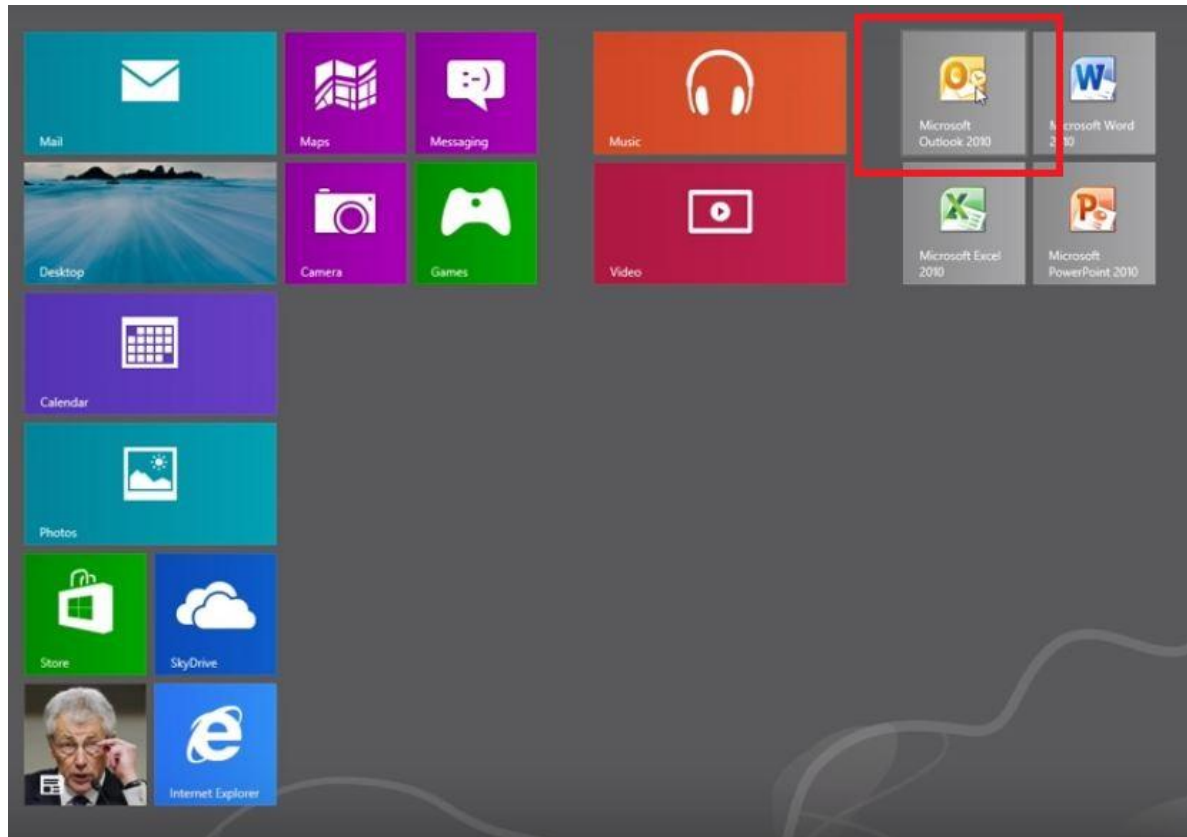


- Finish

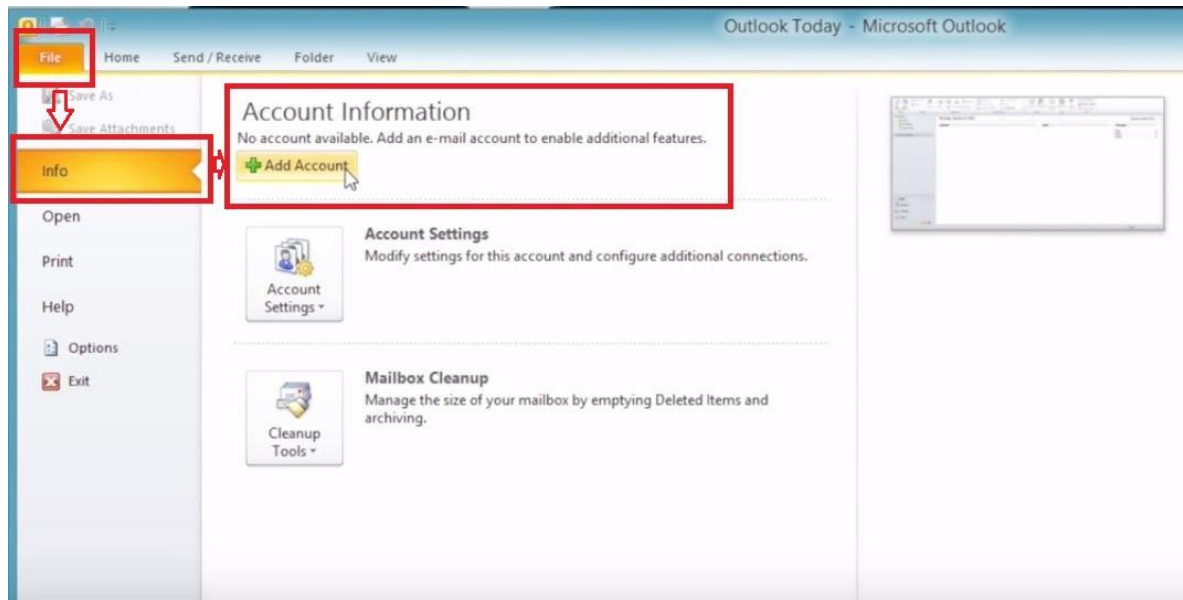


Panduan Microsoft Outlook 2010

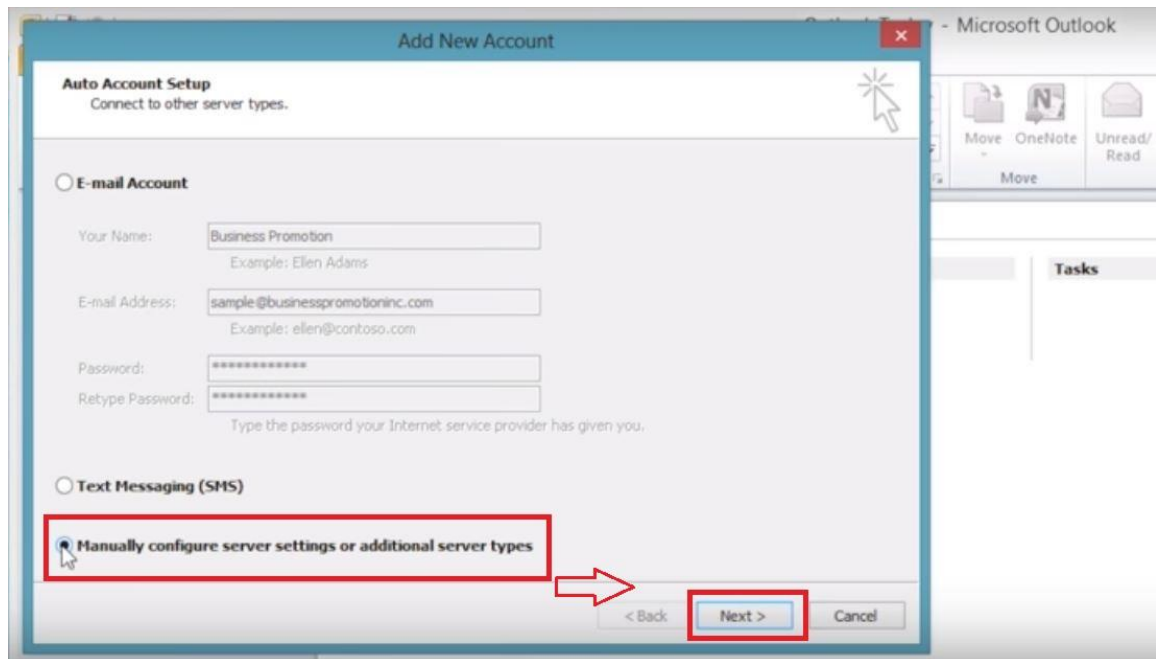
Buka aplikasi Microsoft Outlook 2010.



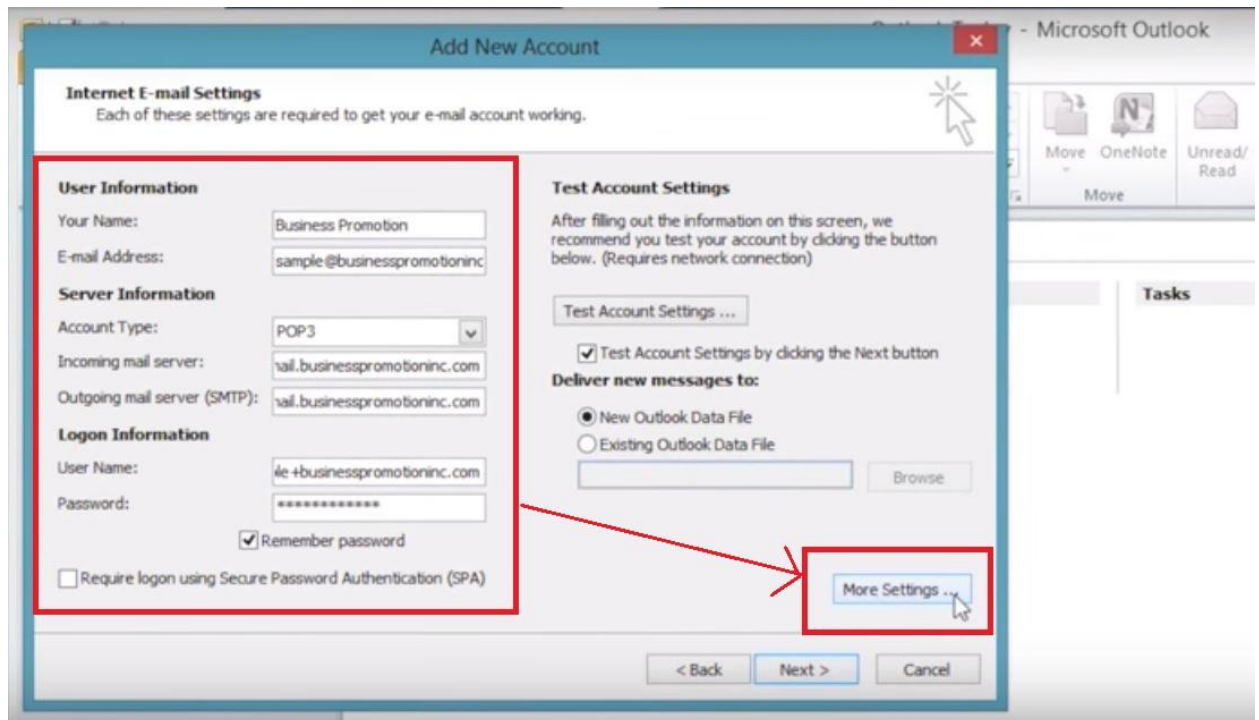
Pilih menu File > Info > +Add Account untuk membuat akun baru.



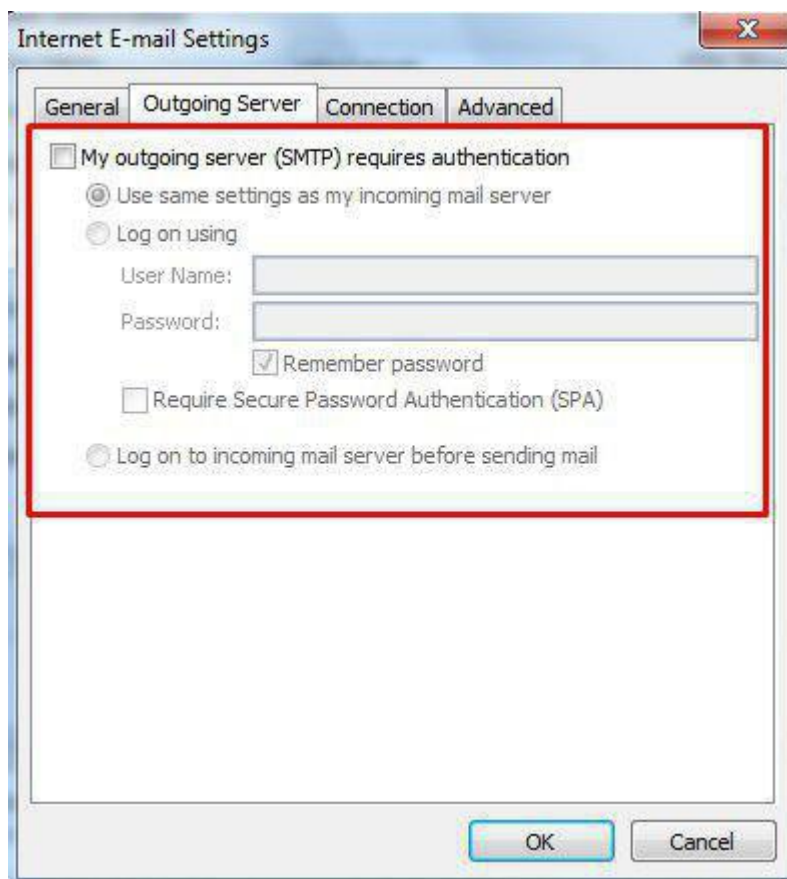
- Muncul tab baru lalu centang/pilih "Manually configure server settings or additional server types"
- Kemudian klik Next untuk melanjutkan step berikutnya.



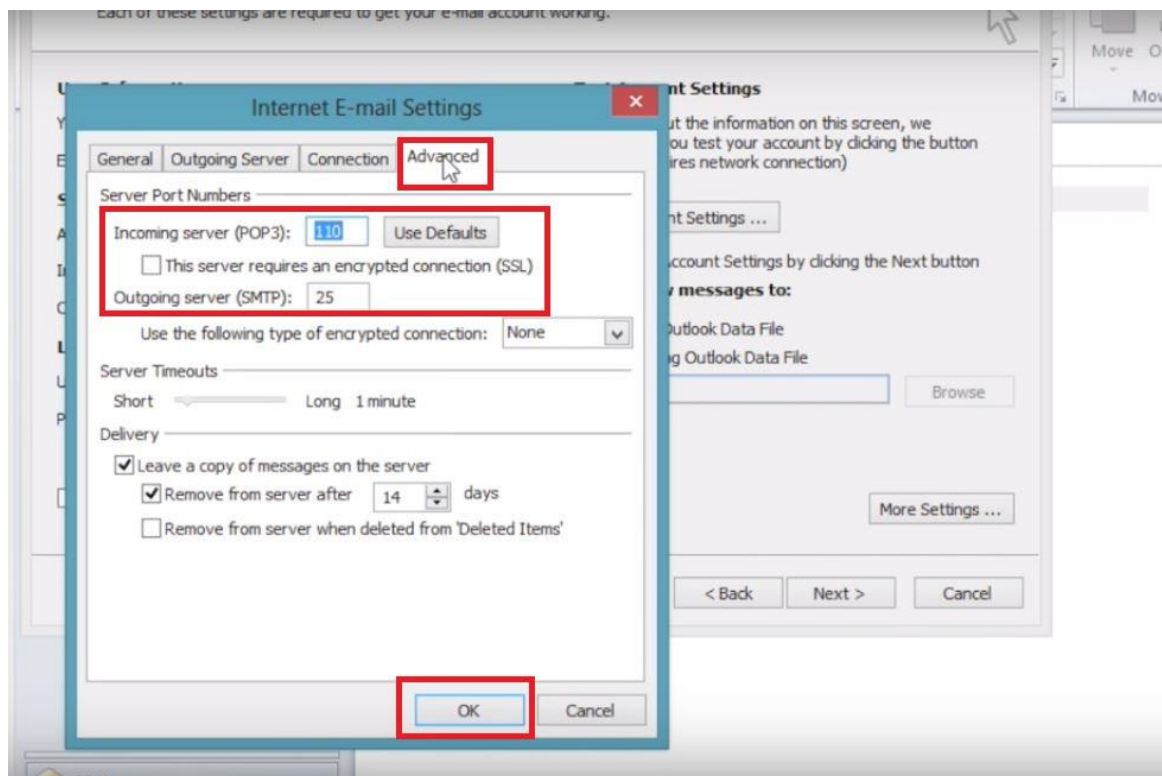
- Isi parameter dibawah sesuai kebutuhan :
 - Your name: nama akun Anda
 - E-mail Address: alamat email yang dipakai/dibuat
 - Account type: pilih POP3
 - incoming mail server: alamat server agar bisa digunakan duntuk menerima email masuk.
 - outgoing mail server (SMTP): alamat server agar bisa digunakan mengirim email keluar.
 - user name: username untuk login email ke outlook.
 - password: password untuk login email ke outlook.
- Jika sudah terisi semua klik "More Settings" untuk melanjutkan pengaturan.



- Klik tab menu Outgoing Server
- Unchecklist/hilangkan centang pada My Outgoing Server (SMTP) requires authentication.



- Klik tab menu Advanced
- Incoming server (POP3): gunakan 110 atau Klik User Defaults.
- Lalu pilih salah satu pengaturan Opsi
 - **Opsi 1**
 - Outgoing Server (SMTP) isi: 25
 - Encrypted Connection pilih: None
 - Klik OK untuk menyimpan
 - **Opsi 2**
 - Outgoing Server (SMTP) isi: 465
 - Encrypted Connection pilih: SSL
 - Klik OK untuk menyimpan



Pastikan semua pengaturan sudah terisi benar, jika sudah lanjut klik Next.

Add New Account

Internet E-mail Settings
Each of these settings are required to get your e-mail account working.

User Information
Your Name: Business Promotion
E-mail Address: sample@businesspromotioninc.com

Server Information
Account Type: POP3
Incoming mail server: mail.businesspromotioninc.com
Outgoing mail server (SMTP): mail.businesspromotioninc.com

Logon Information
User Name: le+businesspromotioninc.com
Password: *****
☒ Remember password
☐ Require logon using Secure Password Authentication (SPA)

Test Account Settings
After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)
Test Account Settings ...
☐ Test Account Settings by clicking the Next button

Deliver new messages to:
☒ New Outlook Data File
☐ Existing Outlook Data File
Browse

More Settings ...

< Back **Next >** Cancel

Klik Finish dan akun sudah selesai dibuat.

Add New Account

Congratulations!
You have successfully entered all the information required to setup your account.
To close the wizard, click Finish.

Add another account...

< Back **Finish**

Website (Email Basis Web (Webmail))

Contoh: GMAIL, YAHOO, HOTMAIL

Solusi silakan hubungi provider Email, selama jaringan IndiHome normal.