User Guide: Reconfigure Thunderbird for Windows (POP)

Note that POP configuration will download emails from MacMail inbox to your Thunderbird Inbox on your local computer and delete them from MacMail server after 14 days by default.

1. Open Thunderbird

2. If the menu bar is not visible press the ALT button to display it. On the Menu bar click on Tools and click on Account Settings.
3. Click on **Account Actions** and select **Add Mail Account**.
4. Enter **Your name** at Your name:
5. Enter your **macid@mcmaster.ca** at Email address.
6. Enter your **MAC ID password** at Password.
7. Remove the check mark beside Remember password and click on **Continue**.

8. Click on **Manual config**.
9. In the Mail Account Setup Window
   a. Under the **Drop Down Menu**, select **POP3** instead of **IMAP**
   b. **Next to Incoming**: **POP3** enter fhshc.csu.mcmaster.ca as the **Server hostname**, under **Port** select **995**, under **SSL** select **SSL/TLS**, under **Authentication** select **NTLM**.
   
   c. **Next to Outgoing**: **SMTP** enter fhshc.csu.mcmaster.ca as the **Server hostname**, under **Port** select **587**, under **SSL** select **STARTTLS**, under **Authentication** select **NTLM**.
   
   d. Click on **Done**.
11. In **Account Settings** select the **MacMail Account** (identified by the Outgoing Server (SMTP) `tsdoe1j – fhshc.csu.mcmaster.ca`). Change the **Account Name** to **MacMail**.

![Account Settings window](image)
Click on **OK**, if the message an account with this name already exists. Rename the UnivMail account to remove the conflict.

12. In **Account Settings** select the **UnivMail Account** (identified by the Outgoing Server (SMTP) tsdoe1j – univmail.mcmaster.ca). Change the **Account Name** to UnivMail.
13. Click on **Account Actions** and select **Remove Account**.

14. Click on **OK**.

15. Click on **Ok**.