



## Windows Vista Dial Up

Click on 'Start' (circle lower left hand corner)

Go to 'Connect To'

Click on 'Set up a connection or network'  
(there are 3 options at the bottom...this is the middle one)

Click on 'Set up a dial-up connection'  
(this is the 2nd to last one at the bottom)

The next screen will be all the ISP info...

- 1.) Dial-up phone number: 2964400
- 2.) User name: username all lower case letters
- 3.) Password: password all lower case letters
- 4.) Connection name: geetel

Skip to E-mail Setup if you already finished the Above Instructions

If Vista is set up in Classic Mode, you have to go to 'Start', 'Settings', 'Control Panel', then to 'Network and Sharing Center'

Then on the left side, click on  
'Set up a connection or network'(4th one down)

and go from step 4 at the top  
(Click on 'Set up a dial-up connection'  
this is the 2nd to last one at the bottom)

## Email Setup (Windows Mail)

- Start button
  - E-mail Windows Mail
  - Windows mail should open up, click on Tools at the top
  - Click on Accounts
  - Window will open up, click on add to the right
  - Highlight E-mail Account
  - Click Next at the bottom
  - A. Type in a Display Name, this is your actual name (Any name you want, capital letters OK)
  - B. Left click next
  - C. Email Address: username@geetel.net (small letters only)
  - D. Left click next
  - E. Incoming Mail Server type: POP3 (this is right leave this alone)
- Fill in the blanks below for the following
- Incoming Mail (POP3, IMAP) server: pop3.geetel.net (small letters only)
- Outgoing Mail (SMTP) server: smtp.geetel.net (small letters only)
- F. Left click next
  - G. Internet Mail Logon
  - E-mail username: your username (should already be in here)
  - Password: your password (small letters only)
  - H. Left click next

I. Put a check in where it says "Do not download my e-mail at this time"

J. Left click finish.

K. Left click close in the lower right hand corner

L. Left click Tools at the top

M. Left click on Options

N. Left click the Security tab

O. The second check box says, Do not allow attachments to be saved or opened that could potentially be a virus, take the check out of this box by left clicking

P. Left Click OK at the bottom

This should set up your mail account, please close out of Windows Mail, by left clicking on file and then exit