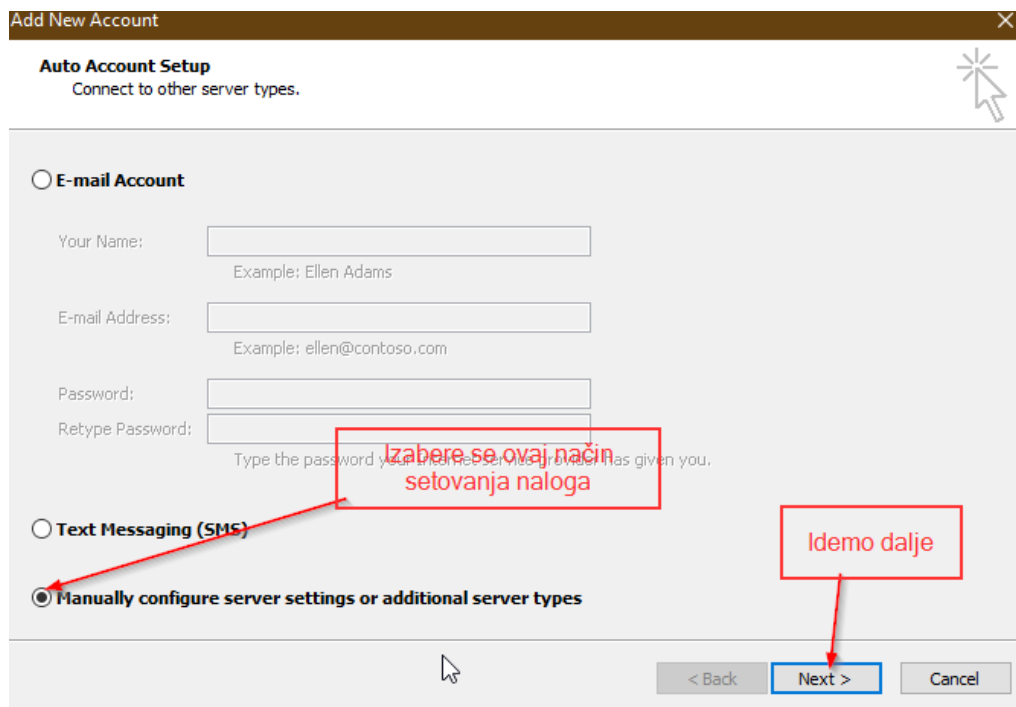
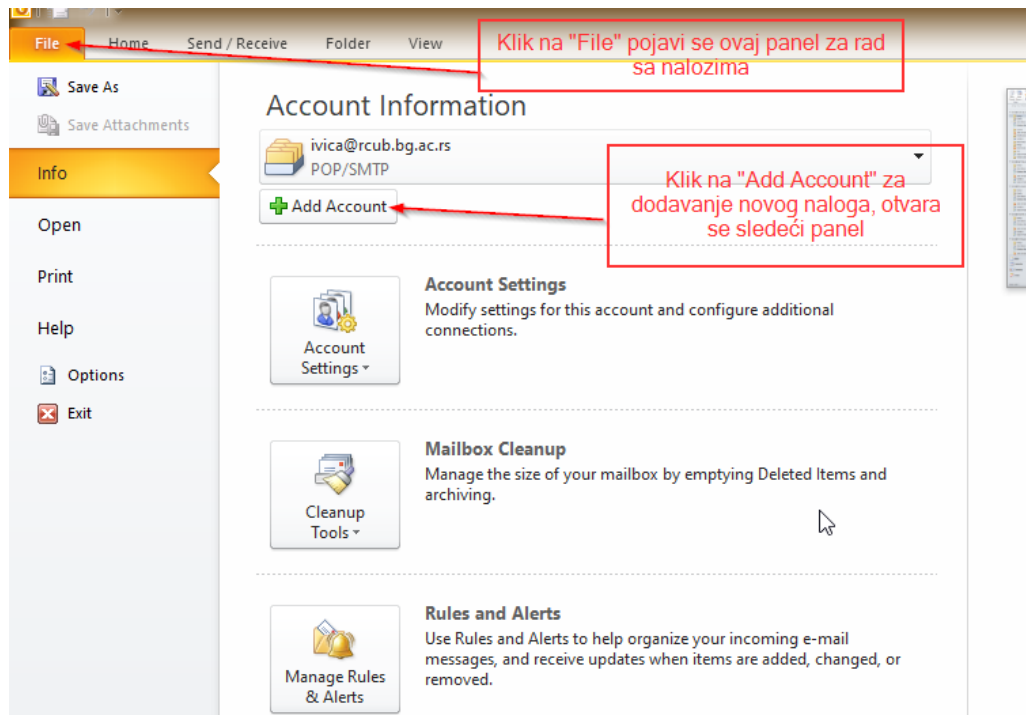
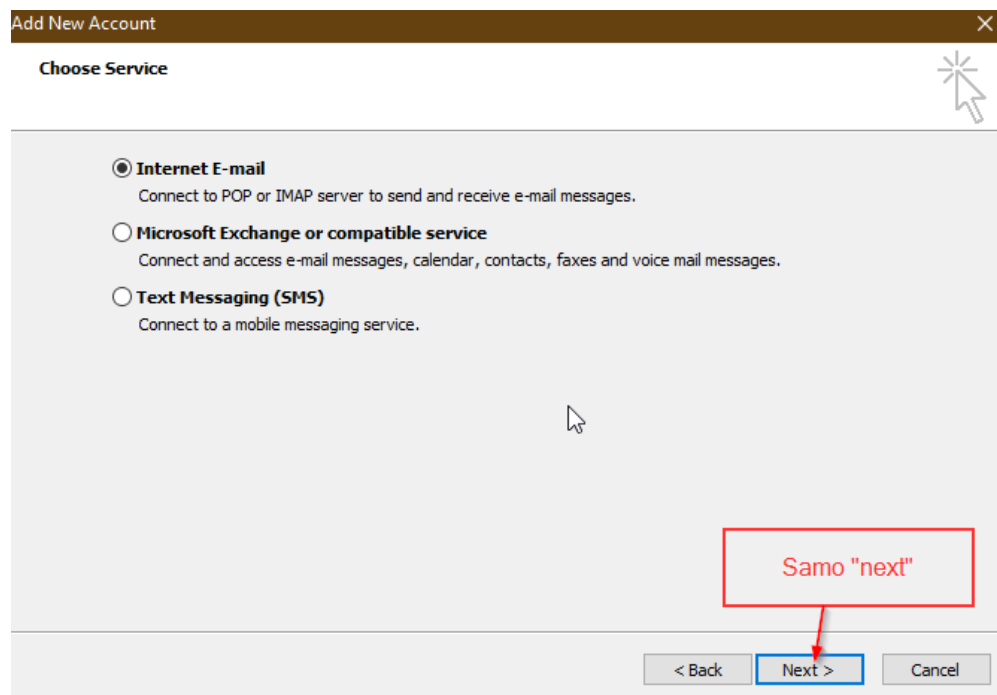


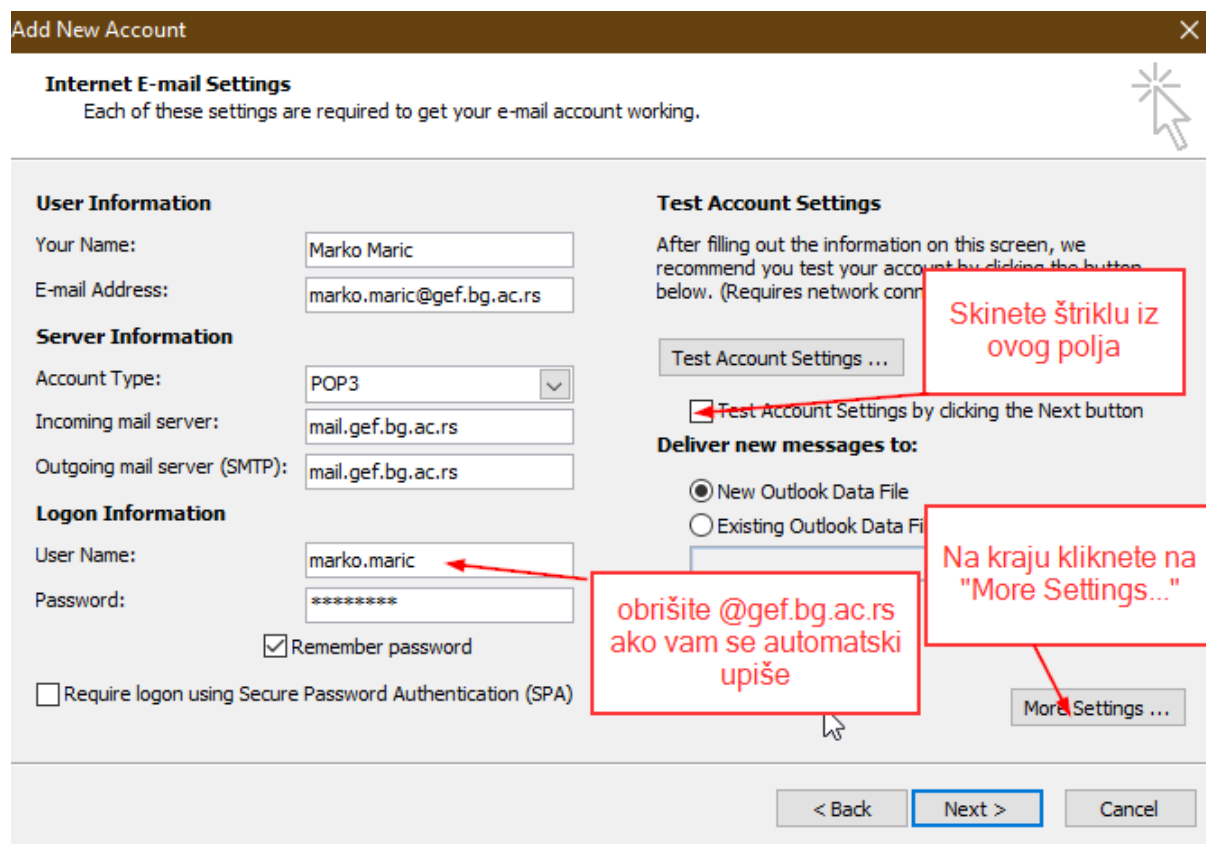
Uputstvo za podešavanje mejl naloga na MS Outlook 2010

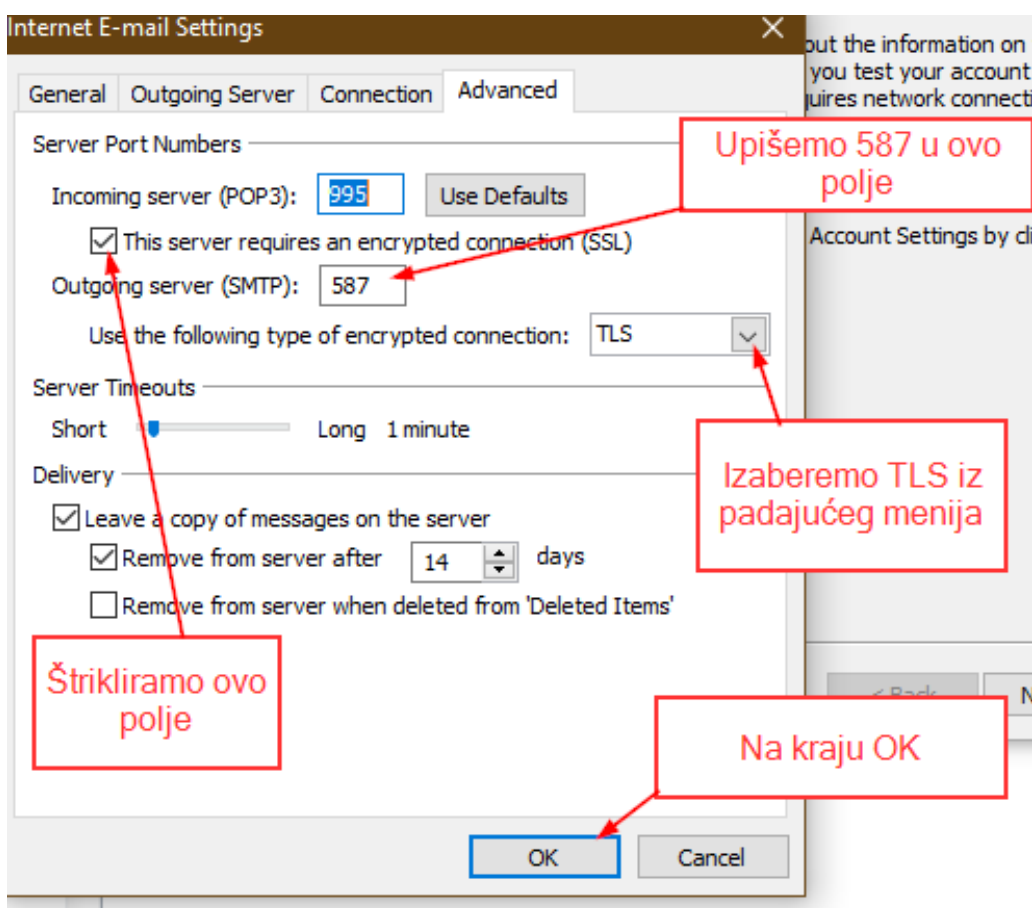
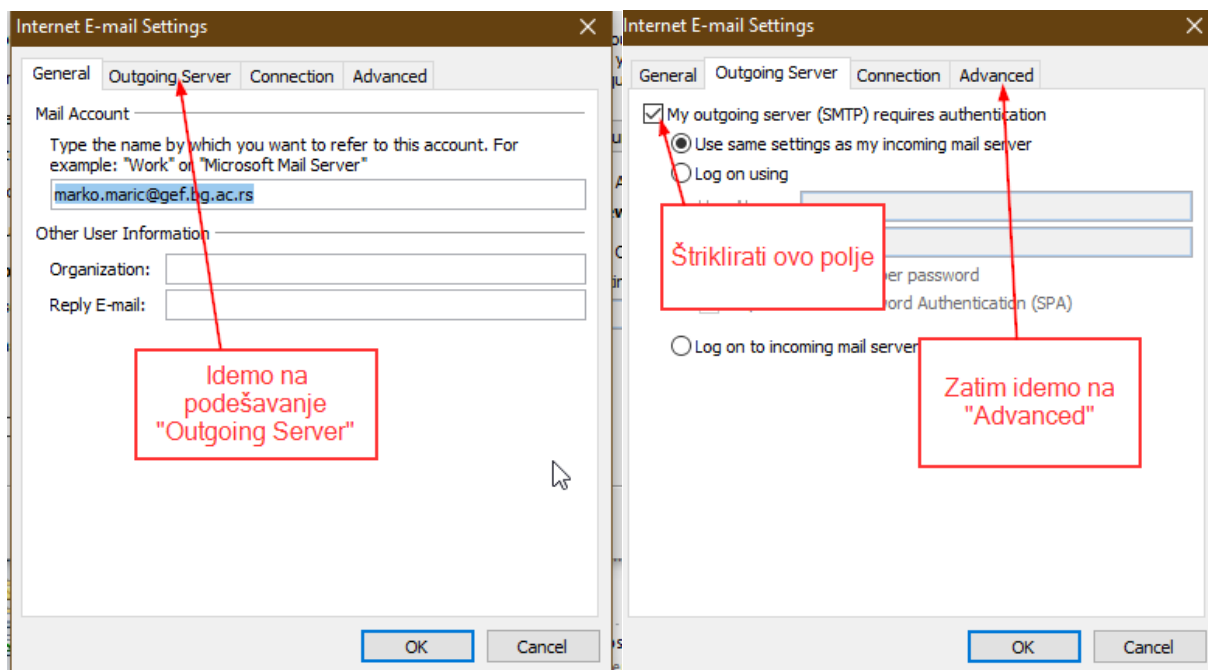
Nakon pokretanja Outlooka donji ekran se pojavljuje izborom „File“ na vrhu ekrana:





Upišete svoje podatke u odgovarajuća polja, a za „Server Information“ kao što je na slici.





Za „Outgoing server(SMTP)“ može biti i 25 ali neki provajderi blokiraju taj port (25), zato je preporuka da se ide na 587 koji je predviđen upravo za slanje mejla od klijenta do servera.

Add New Account

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

User Information
Your Name: Marko Maric
E-mail Address: marko.maric@gef.bg.ac.rs

Server Information
Account Type: POP3
Incoming mail server: mail.gef.bg.ac.rs
Outgoing mail server (SMTP): mail.gef.bg.ac.rs

Logon Information
User Name: marko.maric
Password: *****
 Remember password
 Require logon using Secure Password Authentication (SPA)

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

Nakon povratka na ovom panelu možemo testirati dali smo uspešno konfigurisali nalog. Klik na "Test Account..."

"Next" za završetak

UVAJ
To Manager
Done
Create New
Move
Rules
Unread/Read
Categorize
Follow Up
Find a Contact
Address Book
Filter E-mail
Send/Receive All Folders
Send/Receive

Quick Steps Move Tags Find

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**

Nakon "Finish" uradite "Send/Receive" i trebali bi primiti mejl koji ste kreirali prethodnim testom?!

Gornje uputstvo je dato za POP3 način primanja mejlova. Mejlovi se prevlače u Outlook, a na serveru ostaju samo označeni broj dana: „Remove from server after 14 days“. Nadalje je prikazana razlika u konfiguraciji za IMAP pristup, kod kog su svi mejlovi smešteni na serveru (slično kao u webmejlu). Kod ovoga načina je potrebno da se nepotrebni mejlovi brišu i redovno prazni „Trash“ folder, serverski prostor se dragocen i treba ga racionalno koristiti.

Add New Account

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

User Information
Your Name: Marko Maric
E-mail Address: marko.maric@gef.bg.ac.rs

Server Information
Account Type: IMAP
Incoming mail server: mail.gef.bg.ac.rs
Outgoing mail server (SMTP): mail.gef.bg.ac.rs

Logon Information
User Name: marko.maric
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

IMAP umesto POP3

Internet E-mail Settings

General Sent Items Deleted Items
Outgoing Server Connection Advanced

Server Port Numbers
Incoming server (IMAP): 143 Use Defaults
Use the following type of encrypted connection: Auto
Outgoing server (SMTP): 587
Use the following type of encrypted connection: Auto

Server Timeouts
Short Long 1 minute

Folders
Root folder path:

OK Cancel

Odaberete "Auto" ili "TLS"