

Outlook 365

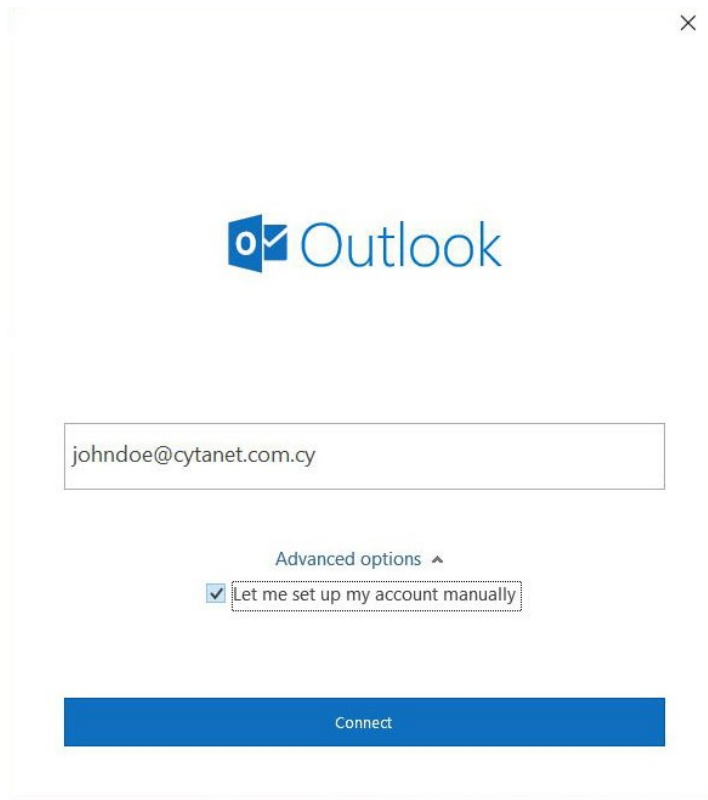
Εγκατάσταση νέου λογαριασμού

Set up new email


1

Ανοίξτε **την εφαρμογή** > Συμπληρώστε **την Ηλεκτρονική Διεύθυνση** > Επιλέξτε **Μη αυτόματη εγκατάσταση** |

Open **the program** > Type your **Email Address** > Select **Let me set up my account manually**



×

 Outlook

johndoe@cytanet.com.cy


Advanced options ^

Let me set up my account manually


Connect

Επιλέξτε **IMAP** | Select **IMAP**


✕

 Outlook


Advanced setup




Office 365




Outlook.com




Exchange




Google



POP



IMAP



Exchange 2013
or earlier

Go back

3



Συμπληρώστε τον **Κωδικό σας > Σύνδεση**

Type your **Password > Connect**

✕

IMAP Account Settings

johndoe@cytanet.com.cy (Not you?)

Password

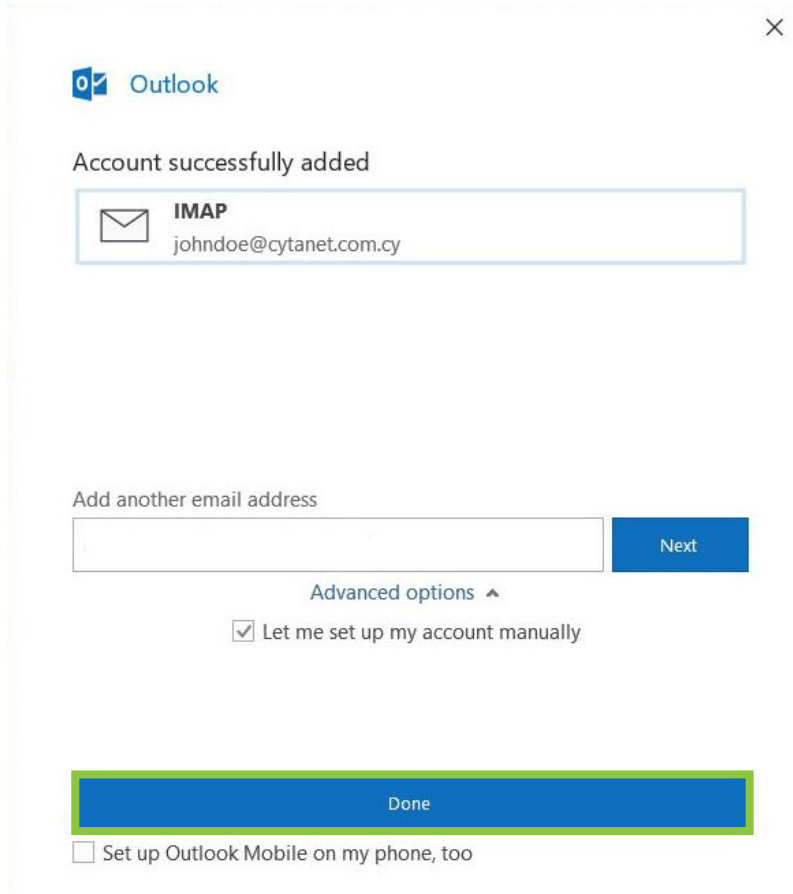
 👁

Go back

Connect

4

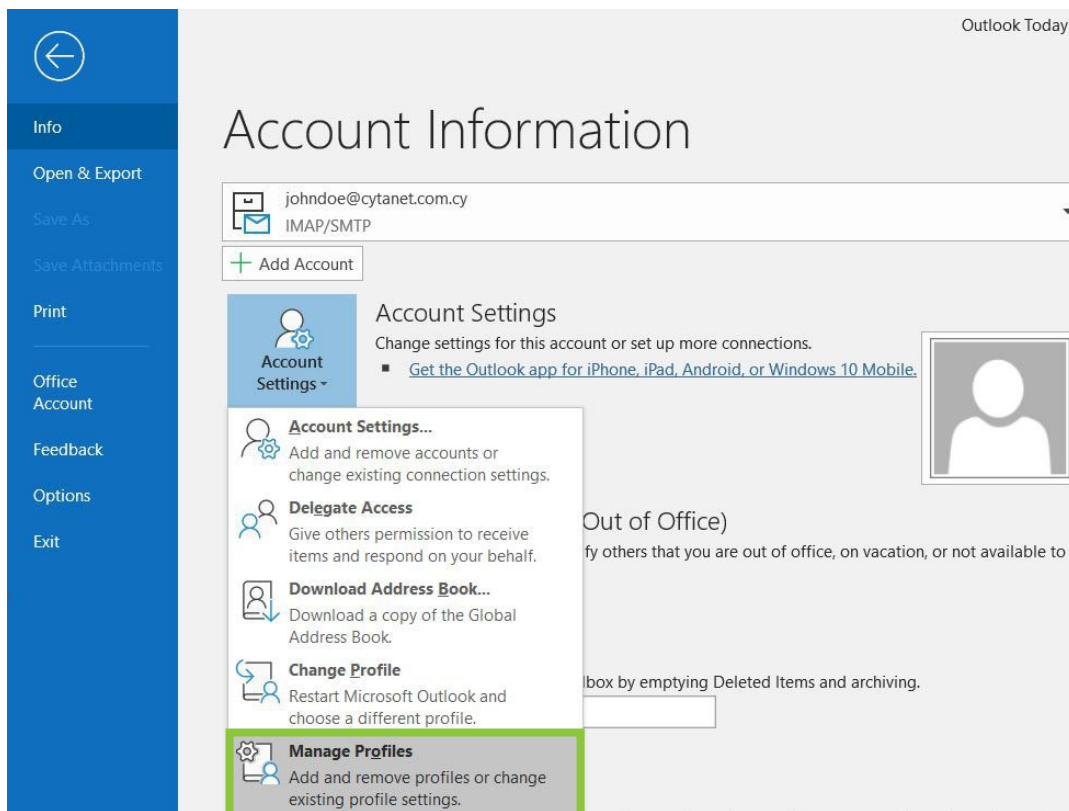
Επιλέξτε **Τέλος** | Select **Done**



The screenshot shows the Outlook account setup window. At the top left is the Outlook logo. Below it, the text "Account successfully added" is displayed. A box contains an envelope icon, the text "IMAP", and the email address "johndoe@cytanet.com.cy". Below this is a section titled "Add another email address" with an empty input field and a "Next" button. Underneath is the text "Advanced options ^" and a checked checkbox labeled "Let me set up my account manually". At the bottom, there is a blue button labeled "Done" which is highlighted with a green border, and a checkbox labeled "Set up Outlook Mobile on my phone, too".

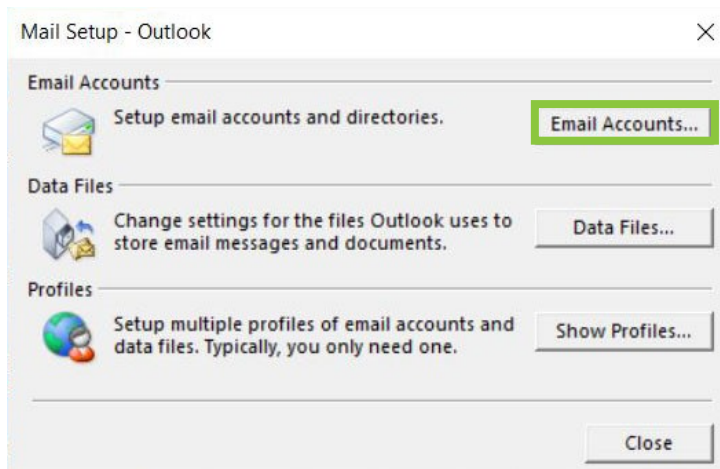
Πατήστε **Αρχείο > Ρυθμίσεις Λογαριασμού > Διαχείριση Προφίλ**

Select **Files > Account Settings > Manage Profiles**



The screenshot shows the Outlook 'Account Information' page. On the left is a blue navigation pane with options: Info, Open & Export, Save As, Save Attachments, Print, Office Account, Feedback, Options, and Exit. The main content area is titled 'Account Information' and shows the email address 'johndoe@cytanet.com.cy' and 'IMAP/SMTP'. Below this is an 'Add Account' button. A 'Manage Profiles' menu is open, listing several options: 'Account Settings...' (highlighted with a green border), 'Delegate Access', 'Download Address Book...', 'Change Profile', and 'Manage Profiles' (highlighted with a green border). The 'Manage Profiles' option is described as 'Add and remove profiles or change existing profile settings.' The background of the main content area shows 'Out of Office' settings.

Επιλέξτε **Λογαριασμοί Ηλεκτρονικού Ταχυδρομείου** | Select **Email Accounts**



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Επιλέξτε **την ηλεκτρονική διεύθυνση > Αλλαγή |**
Select **your email account > Change**

Account Settings ✕

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

Email | Data Files | RSS Feeds | SharePoint Lists | Internet Calendars | Published Calendars | Address Books

New... Repair... **Change...** Set as Default Remove

Name	Type
johndoe@cytanet.com.cy	IMAP/SMTP (send from this account by default)

Selected account delivers new messages to the following location:

johndoe@cytanet.com.cy\Inbox

Close

Στοιχεία Χρήστη

Συμπληρώστε το **Όνομα** που θέλετε να δώστε στο λογαριασμό και ακολουθώς την **Ηλεκτρονική Διεύθυνση**

User Information

Type the **Name** you wish to appear when you send an email and then your **Email Address**

Change Account
✕

POP and IMAP Account Settings
Enter the mail server settings for your account.

User Information

Your Name:

Email Address:

Server Information

Account Type:

Incoming mail server:

Outgoing mail server (SMTP):

Logon Information

User Name:

Password:

Remember password

Require logon using Secure Password Authentication (SPA)

Test Account Settings

We recommend that you test your account to ensure that the entries are correct.

Automatically test account settings when Next is clicked

Mail to keep offline: All

< Back
Next >
Cancel
Help

Στοιχεία διακομιστή

Τύπος Λογαριασμού: IMAP

Διακομιστής εισερχόμενης αλληλογραφίας: mail.cytanet.com.cy

Διακομιστής εξερχόμενης αλληλογραφίας: mail-out.cytanet.com.cy


Server Information

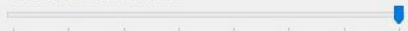
Account Type: IMAP

Incoming Mail Server: mail.cytanet.com.cy

Outgoing Mail Server: mail-out.cytanet.com.cy

Change Account ×

POP and IMAP Account Settings
Enter the mail server settings for your account. 

User Information Your Name: johndoe@cytanet.com.cy Email Address: johndoe@cytanet.com.cy	Test Account Settings We recommend that you test your account to ensure that the entries are correct. Test Account Settings ... <input checked="" type="checkbox"/> Automatically test account settings when Next is clicked
Server Information Account Type: IMAP Incoming mail server: mail.cytanet.com.cy Outgoing mail server (SMTP): mail-out.cytanet.com.cy	Mail to keep offline: All 
Logon Information User Name: johndoe Password: ***** <input checked="" type="checkbox"/> Remember password <input type="checkbox"/> Require logon using Secure Password Authentication (SPA)	More Settings ...

< Back Next > Cancel Help

Στοιχεία σύνδεσης

Πληκτρολογήστε το **Όνομα χρήστη** και τον **Κωδικό** σας

Πατήστε **Περισσότερες Ρυθμίσεις**

Logon Information

Type your **Username** and **Password**

Click **More Settings**

Change Account
×

POP and IMAP Account Settings
Enter the mail server settings for your account.

User Information

Your Name:

Email Address:

Server Information

Account Type:

Incoming mail server:

Outgoing mail server (SMTP):

Logon Information

User Name:

Password:

Remember password

Require logon using Secure Password Authentication (SPA)

Test Account Settings

We recommend that you test your account to ensure that the entries are correct.

Automatically test account settings when Next is clicked

Mail to keep offline: All

< Back
Next >
Cancel
Help

Καρτέλα **Διακομιστής Εξερχομένων** | Tab **Outgoing Server**

Επιλέξτε **Ο διακομιστής εξερχομένων (SMTP) απαιτεί έλεγχο ταυτότητας** | Select **My outgoing server (SMTP) requires authentication**

Επιλέξτε **Σύνδεση με χρήση** και συμπληρώστε **Όνομα Χρήστη** και **Κωδικό** | Select **Log on using** and type your **Username** and **Password**



The screenshot shows the 'Internet Email Settings' dialog box with the 'Outgoing Server' tab selected. The 'Log on using' option is selected, and the 'Remember password' checkbox is checked. The 'User Name' field contains 'johndoe' and the 'Password' field contains a masked password. The 'Require Secure Password Authentication (SPA)' checkbox is unchecked.

Internet Email Settings

General | **Outgoing Server** | Advanced

My outgoing server (SMTP) requires authentication

Use same settings as my incoming mail server

Log on using

User Name: johndoe

Password: *****

Remember password

Require Secure Password Authentication (SPA)

OK Cancel

Καρτέλα Για προχωρημένους | Tab **Advanced**

Διακομιστής εισερχομένων: 143 | Incoming Server: 143

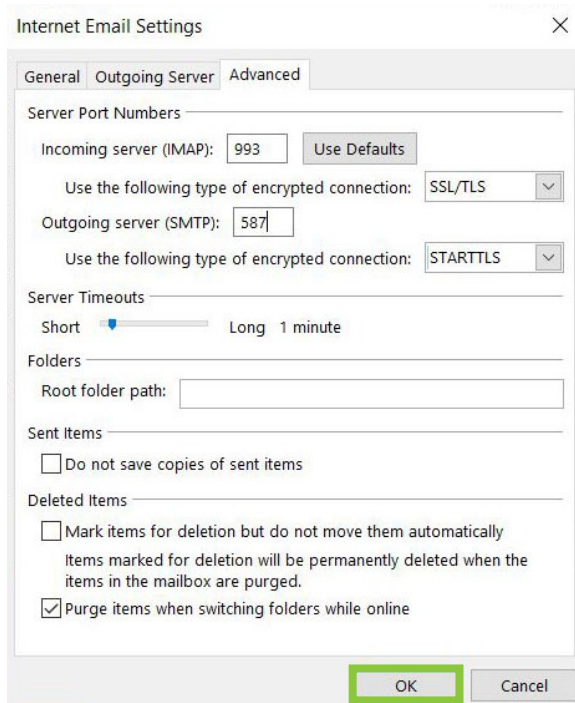
Χρήση του παρακάτω τύπου κρυπτογραφημένης σύνδεσης: TLS |

Use the following type of encrypted connection: TLS

Διακομιστής εξερχομένων: 587 | Outgoing Server: 587

Χρήση του παρακάτω τύπου κρυπτογραφημένης σύνδεσης: TLS or STARTTLS

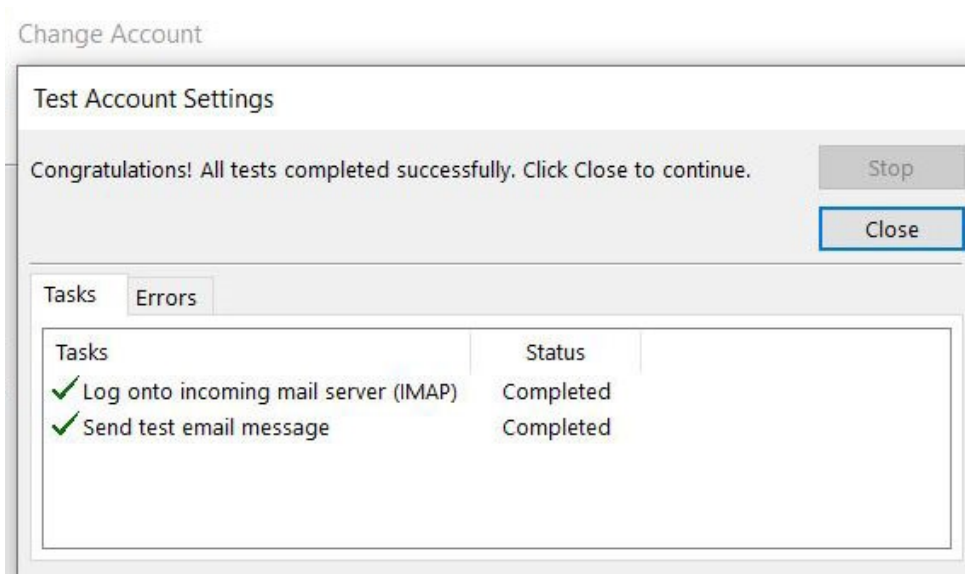
Πατήστε **OK** | Select **OK**



The screenshot shows the 'Internet Email Settings' dialog box with the 'Advanced' tab selected. The 'Server Port Numbers' section is visible, showing the 'Incoming server (IMAP)' set to 993 and the 'Outgoing server (SMTP)' set to 587. The 'Use the following type of encrypted connection' dropdown for the outgoing server is set to 'STARTTLS'. The 'Server Timeouts' section shows a slider between 'Short' and 'Long 1 minute'. The 'Folders' section has a 'Root folder path' field. The 'Sent Items' section has a checkbox for 'Do not save copies of sent items'. The 'Deleted Items' section has two checkboxes: 'Mark items for deletion but do not move them automatically' (unchecked) and 'Purge items when switching folders while online' (checked). The 'OK' button is highlighted with a green border.

Θα γίνει αυτόματος έλεγχος από την εφαρμογή. Πατήστε **Κλείσιμο**.

The application will automatically test your settings. Select **Close**.



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Πατήστε **Τέλος**.

Select **Finish**.

Change Account



You're all set!

We have all the information we need to set up your account.

< Back

Finish

Help

Ο λογαριασμός σας είναι έτοιμος!