E-mail Setup for Mac Mail
Date: September 28, 2009
Version: 1

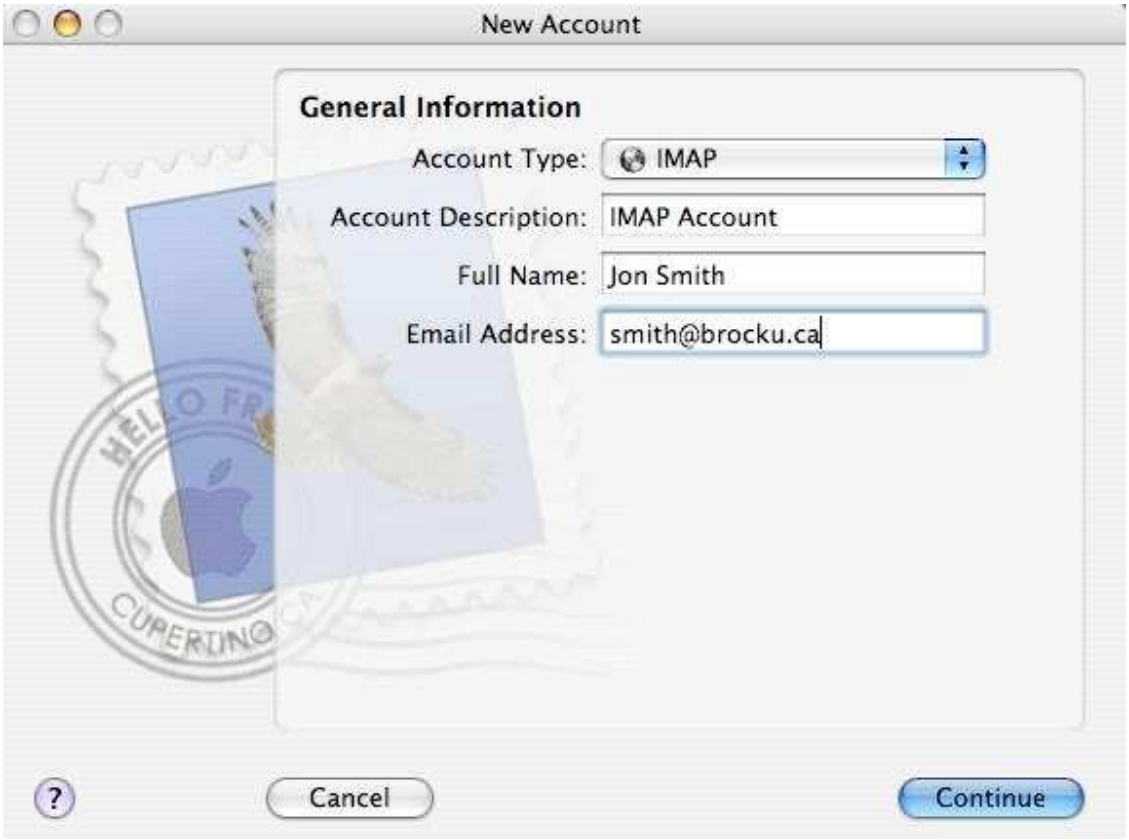
Mail is a built in e-mail client on the Macintosh OS X operating system. Below is a step by step guide on how to configure Mail to read your Brock e-mail.

When opening Mail, you will be prompted with a welcome screen (as shown below), click Continue.

The General Information prompt will now appear, fill in the fields as shown in the image below.

Brock University
Information Technology Services
Mackenzie Chown Complex F314
905.688.5550 ext 4357

E-mail Setup for Mac Mail
Date: September 28, 2009
Version: 1



Next, you will configure the Incoming Mail Server. The image below is for Spartan users, students (Badger) will use badger.ac.brocku.ca as their incoming mail server.

Brock University
Information Technology Services
Mackenzie Chown Complex F314
905.688.5550 ext 4357

E-mail Setup for Mac Mail
Date: September 28, 2009
Version: 1

You will now be prompted to enter the Outgoing Mail Server. Enter in the address: smtp.brocku.ca. Check the box "Use Authentication". Input the same login and password you used for the incoming mail server.

Brock University
Information Technology Services
Mackenzie Chown Complex F314
905.688.5550 ext 4357

E-mail Setup for Mac Mail
Date: September 28, 2009
Version: 1

Next you will be shown the account summary (as shown below), be sure that the SSL settings match accordingly (SSL is ON for Incoming and Outgoing).

Brock University
Information Technology Services
Mackenzie Chown Complex F314
905.688.5550 ext 4357

E-mail Setup for Mac Mail
Date: September 28, 2009
Version: 1

Click Done when the prompt below appears.

Brock University
Information Technology Services
Mackenzie Chown Complex F314
905.688.5550 ext 4357

E-mail Setup for Mac Mail
Date: September 28, 2009
Version: 1

You have completed the setup for Mail.

Brock University
Information Technology Services
Mackenzie Chown Complex F314
905.688.5550 ext 4357