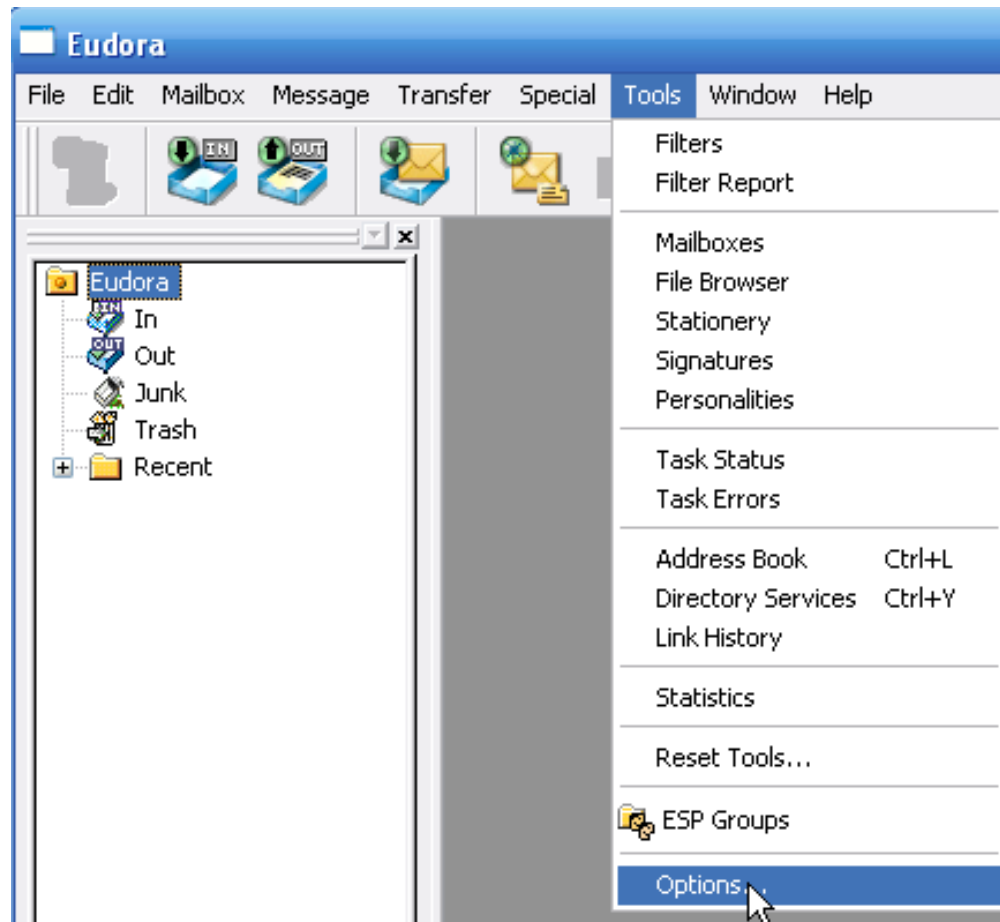


Eudora POP3 Configuration

1. Run Eudora --> Tools --> Options



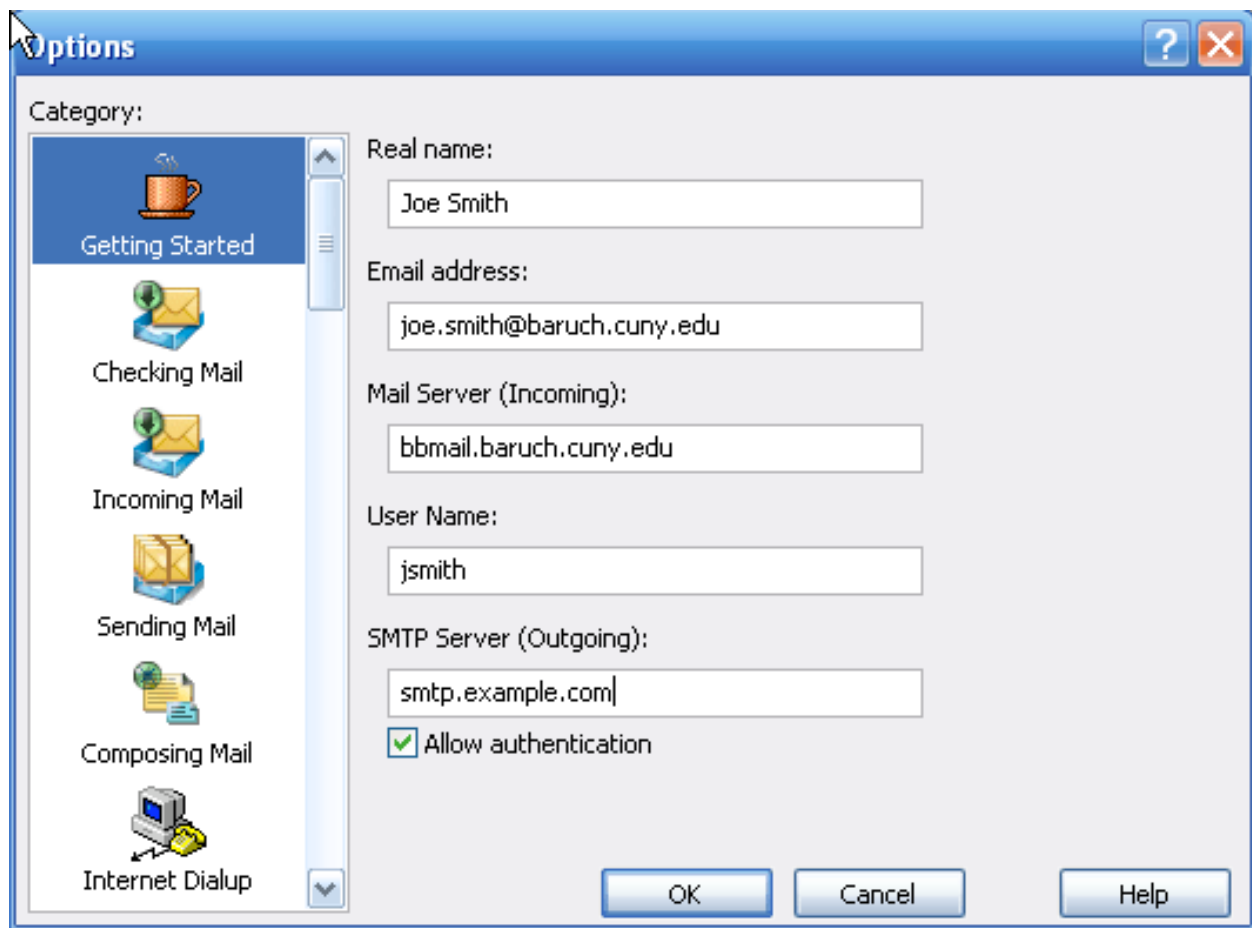
2. **Getting Started:**

E-mail Address: In the following format FirstName.LastName@baruch.cuny.edu

User Name: Your **ACAD** or **BCTC** username to login to office/lectern PC

Incoming mail server (POP3): **bbmail.baruch.cuny.edu**

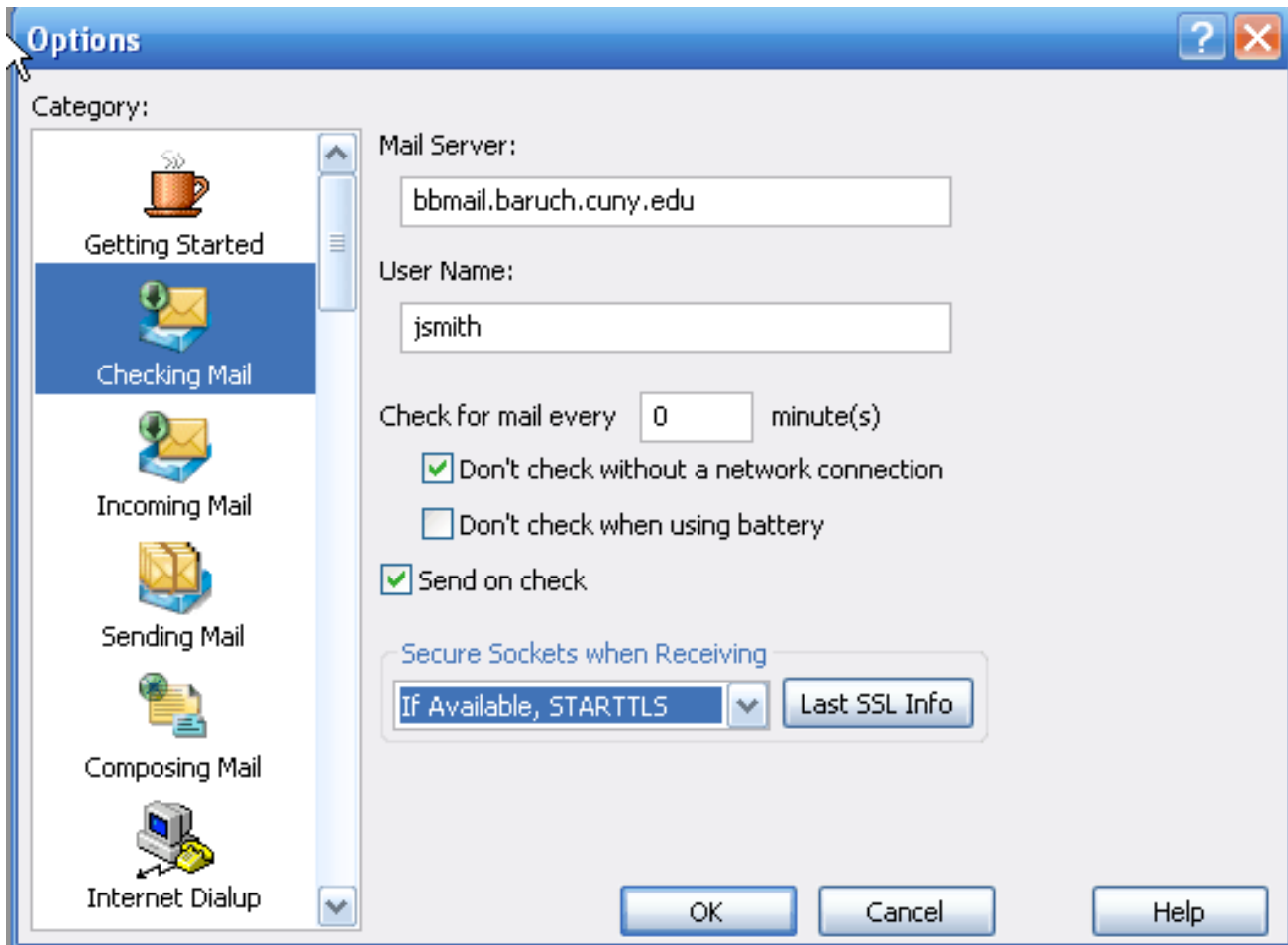
Outgoing mail server: Contact your home Internet Service Provider (ISP) for the server settings.



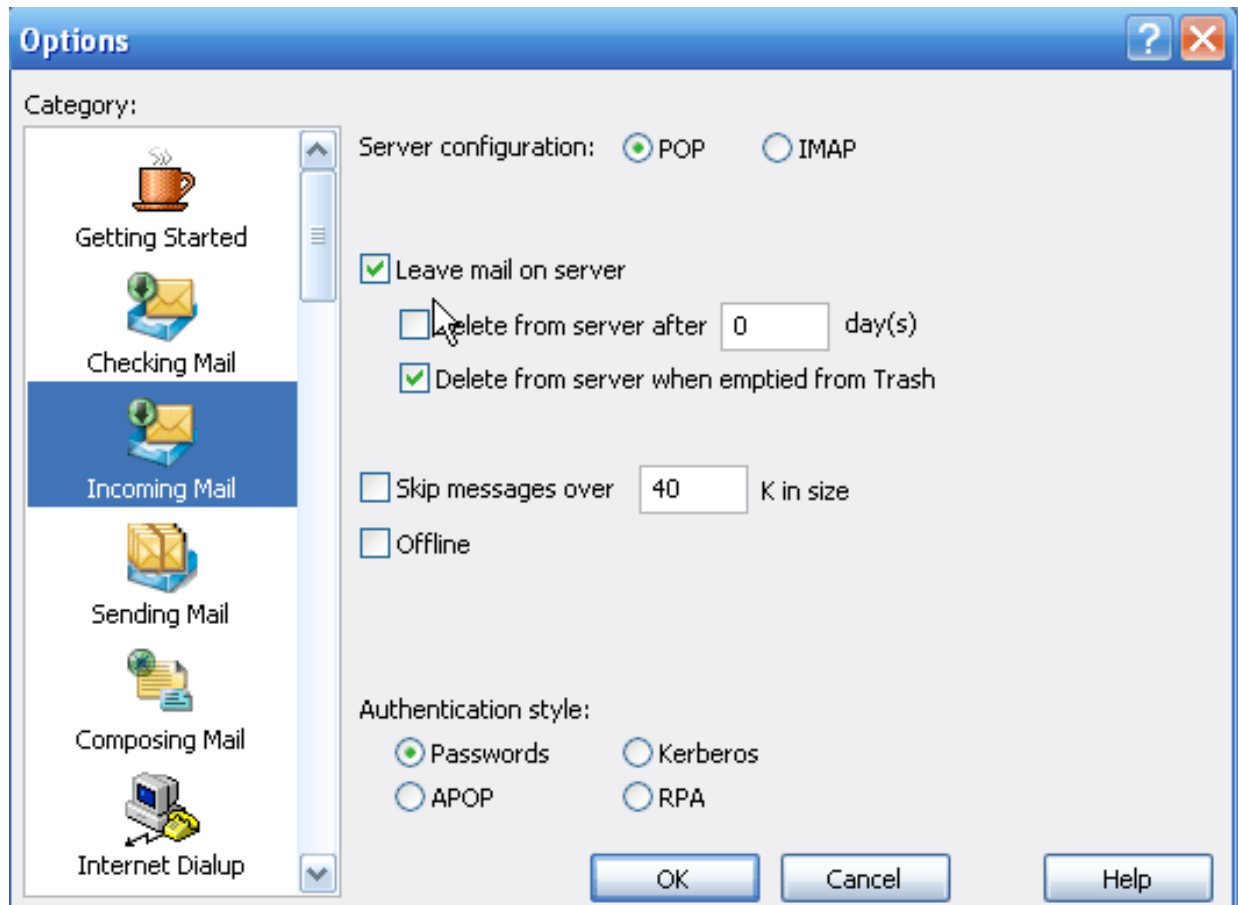
3. **Checking Mail:**

Mail server: **bbmail.baruch.cuny.edu**

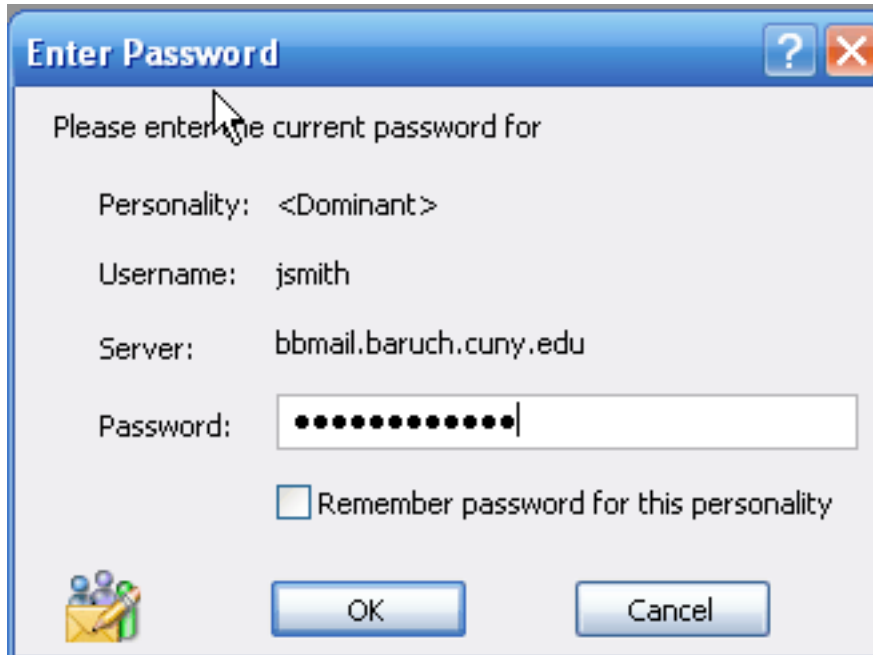
User Name: Your **ACAD** or **BCTC** username to login to office/lectern PC



4. Incoming Mail Settings (POP3):
Make sure to check “Leave mail on server”
Check “Delete from server when emptied from Trash”
Ensure that under Authentication style: “Passwords” was selected.
Select “OK” to exit Options menu.



5. Upon checking mail you will be prompted for your password.



**Pay attention to bottom of the screen for progress and/or errors.