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Outlook Express can be retained as the email program by doing the following:

- ❖ Open Outlook Express
- ❖ On the Tool bar, click “Tools”
- ❖ From the drop-down menu, click “Accounts”
- ❖ Click “Mail”
 - In this box, the current email client should be listed, i.e., “.....davtv”. On the right, click “Remove”
 - In the upper right hand corner, click “Add”
 - For the “Display Name”, type in the name you want the recipients to see when they open an email you send – in my case, I typed David Rosenberg.
 - Click “Next”
 - The “Internet email address”: type in your new address, i.e., xxxx@sc.rr.com
 - Click “Next”
 - Incoming Mail Server is “POP3” server
 - Incoming Mail Address is “pop-server.sc.rr.com”
 - Outgoing Mail Address is “smtp-server.sc.rr.com”
 - Click “Next”
 - For Account Name, the new Road Runner email address should be filled in
 - For Password, use the new Road Runner password
 - Click “Remember Password”
 - Click “Next”
- ❖ Click “Finish”
- ❖ Program should now be operative.
- ❖ You do not have to re-enter email addresses – your address book should be intact.
- ❖ If you have another email address, I suggest that test messages be sent between the two programs – both incoming and outgoing – to be certain that everything is working correctly.

DWR