Correct outgoing mail settings for Williams GAE (Google Apps for Education)
Outlook 2007

- Open Outlook. From the Tools menu select Account Settings

![Screenshot of Outlook with Account Settings highlighted]

- Select your account number Name and click Change
- Change or verify the outgoing mail server (SMTP): smtp.gmail.com

![Internet E-mail Settings form with filled out fields]

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

**User Information**
- Your Name: Fohrain Williams
- E-mail Address: exw3@williams.edu

**Server Information**
- Account Type: IMAP
- Incoming mail server: imap.gmail.com
- Outgoing mail server (SMTP): smtp.gmail.com

**Logon Information**
- User Name: exw3@williams.edu
- Password: (hidden)

[Test Account Settings button highlighted]