

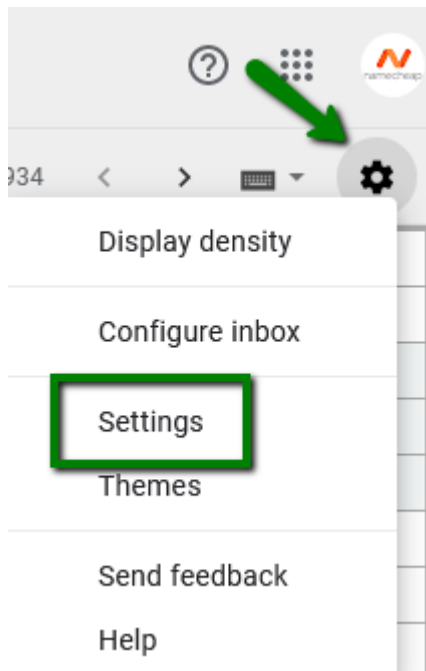


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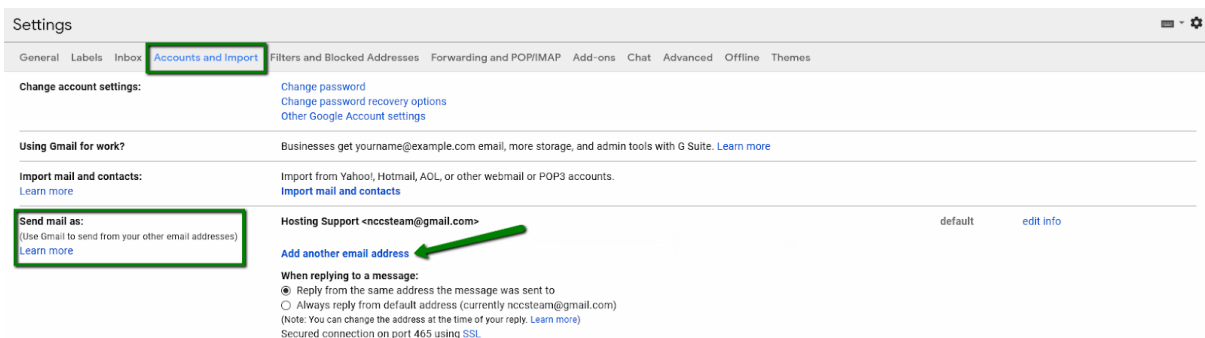
This guide describes how to add your @texasally email to a different email client.

## For Gmail

1. Go to Gmail, click on the gear button and then choose the **Settings** option:



2. Go to **Accounts and Import** and locate the **Send mail as:** option. Click on **Add another email address:**



3. You will get the following pop-up window. Add your name and @texasally email address. Keep **Treat as an alias** checkmark if you wish to receive the emails to your current Gmail inbox:

**Add another email address you own**

Enter information about your other email address.  
(your name and email address will be shown on mail you send)

Name:

Email address:

Treat as an alias. [Learn more](#)

[Specify a different "reply-to" address](#) (optional)

4. Next step is to set up an **SMTP server**. Use the following settings for the correct setup:

**SMTP server:** [mail.texasally.com](mailto:mail.texasally.com)

**Username:** full @texasally email address

**Password:** password for your email account

**Port:** 465

**Add another email address you own**

Send mail through your SMTP server

Configure your mail to be sent through nctest.infonbox SMTP servers [Learn more](#)

SMTP Server:  Port:

Username:

Password:

Secured connection using [SSL \(recommended\)](#)

Secured connection using [TLS](#)

5. You will need to verify your email. A verification code will be sent to your @texasally email account. It can be checked in <https://webmail.texasally.com/>.

### Add another email address you own

#### Confirm verification and add your email address

Congratulations, we successfully located your other server and verified your credentials. Just one more step!

An email with a confirmation code was sent to **support@nctest.infonbox**. [\[Resend email\]](#)  
To add your email address, do one of the following:

Click on the link in the confirmation email

OR

Enter and verify the confirmation code

Verify

[Close window](#)

6. Verify your @texasally email account. After that, you will see it appear in the **Accounts and Import** section:

Settings

General Labels Inbox **Accounts and Import** Filters and Blocked Addresses Forwarding and POP/IMAP Add-ons Chat Advanced Offline Themes

**Change account settings:** [Change password](#)  
[Change password recovery options](#)  
[Other Google Account settings](#)

**Using Gmail for work?** Businesses get yourname@example.com email, more storage, and admin tools with G Suite. [Learn more](#)

**Import mail and contacts:** Import from Yahoo!, Hotmail, AOL, or other webmail or POP3 accounts.  
[Learn more](#) [Import mail and contacts](#)

**Send mail as:** (Use Gmail to send from your other email addresses) [Learn more](#)

<b>Hosting Support &lt;nccsteam@gmail.com&gt;</b>	default	<a href="#">edit info</a>
<b>Hosting Support &lt;support@nctest.info&gt;</b> Mail is sent through: server1.web-hosting.com Secured connection on port 465 using SSL	<a href="#">make default</a>	<a href="#">edit info</a> <a href="#">delete</a>

7. In the **When replying to a message** section you can use **Reply from the same address the message was sent to** option if you do not want to manually select the **From** field for each email you receive:

#### When replying to a message:

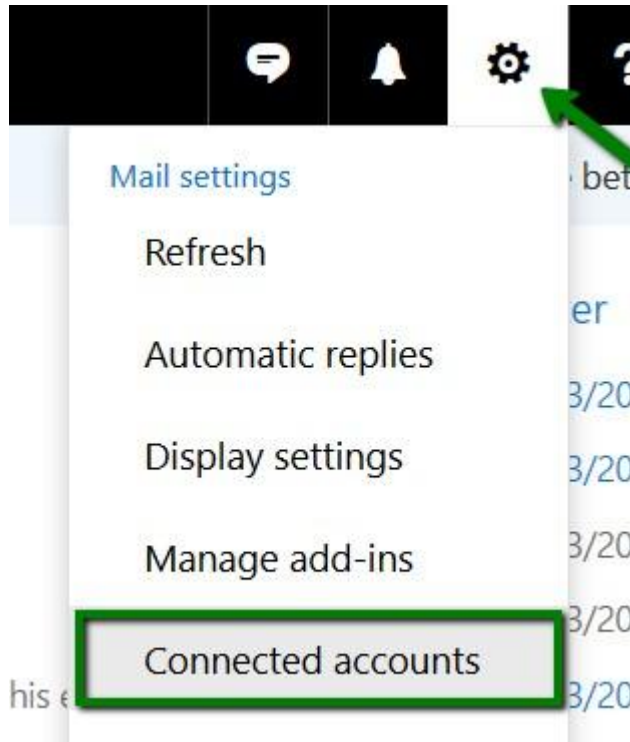
- Reply from the same address the message was sent to
  - Always reply from default address (currently nccsteam@gmail.com)
- (Note: You can change the address at the time of your reply. [Learn more](#))

You can now use your @texasally email address as a sender email in Gmail.

You got it!

## For Outlook

1. Log in to your account here: <https://outlook.live.com>
2. Click on the **gear icon** on the upper right part of the mailbox page and choose **Connected Accounts**:





3. Under **Add a connected account**, click **Other email accounts**:

### Connected accounts

Connect your other accounts to import your emails and manage them all in one place. You can connect up to 20 other email accounts.

#### Add a connected account

 Gmail

 Other email accounts 

#### Manage your connected accounts



4. Select **Manually configure account settings** and click **OK**:

You can choose where the imported email will be stored.

- Create a new folder for imported email, with subfolders like in the account you connect
- Import into existing folders, such as Inbox, Sent Items and Drafts, and create folders for other messages

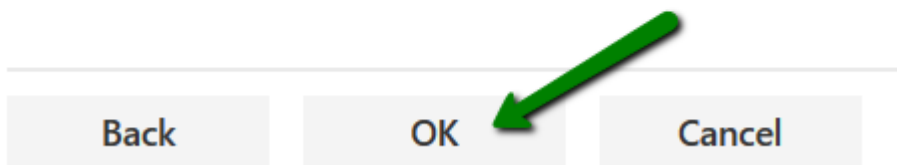
Advanced Settings

- Manually configure account settings (POP, IMAP or Send-only account)

5. Select type of the account **IMAP/SMTP** click **OK**:

## Choose your connection type

- IMAP/SMTP connection settings
- POP/SMTP connection settings
- SMTP send-only connection settings



6. On the next page configure the settings

**For IMAP account:**

# New IMAP account connection

Enter account and server information for your connected account.

## Account information

Display name

Email address \*

Username

Password \*

You can choose where the imported email will be stored.

- Create a new folder for imported email, with subfolders like in the account you connect
- Import into existing folders, such as Inbox, Sent Items and Drafts, and create folders for other messages

## Server information

- **Incoming (IMAP) server:** mail.texasally.com
- **Incoming server port:** 993 with SSL, or 143 with no SSL
- **Authentication:** Basic
- **Encryption:** SSL or TLS
- **Outgoing (SMTP) server:** mail.texasally.com
- **Outgoing server port:** 465 with SSL, 587 with TLS

# Server information

Incoming (IMAP) server \*

mail.texasally.com

Incoming server port \*

993

Authentication

Basic

Encryption

SSL

Send email using your provider's server (recipient will not see your Outlook.com address)

Send email using Outlook.com's server (recipient may see your Outlook.com address)

Outgoing (SMTP) server \*

mail.texasally.com


Outgoing server port \*

465

Use a different username and password to send email.

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**Back**   **OK**   **Cancel**



7. Click **OK** once done.

You can now use your @texasally email address as a sender email in Outlook.

You got it!