IMAP/POP Configuration Guide

For Thunderbird for Mac

VERSION 2.0
Configuring Thunderbird for IMAP

**NOTE:** POP specific information begins on page 5.

- Click on **Account Settings**... under the **Tools** menu.

- At the bottom of the **Account Settings** window click on **Account Actions** and select **Add Mail Account**...
Fill in the following fields:
- Your name: **Your Name**
- Email address: **Your UofA email address**
- Password: **Your NetID password**

Click **Continue**.

Thunderbird will attempt to configure settings for you and will fail. Fill in the following information for a manual configuration:
- Incoming: **IMAP**
- Incoming Server hostname: **mail.catnet.arizona.edu**
- Incoming SSL: **SSL/TLS** (This will cause the port number to change to 993.)
- Authentication: **Normal Password**
- Outgoing: **Automatically set to SMTP**
- Outgoing Server hostname: **smtpgate.email.arizona.edu**
- Outgoing SSL: **STARTTLS** (Set port to 587.)
- Authentication: **Normal Password**
- Username: **Your NetID**
• Click **Create Account or Done**.

• Click **OK** to close the **Account Settings** screen.

Thunderbird will automatically begin downloading email from the inbox. Depending on the amount of email this process may take some time to complete.

Instructions for setting up IMAP folder subscriptions begin on page 6.
Configuring Thunderbird for POP

POP is configured in a similar way to IMAP with the following differences:

- Choose POP instead of IMAP in the manual configuration screen.

**NOTE:** This will cause the port number for the incoming server to be **995** instead of **993**. This is normal.

- After the account has been created, click on **Server Settings** to configure whether or not to store a copy of email on the server and the duration.

- Click **OK** to close the **Account Settings** screen.
IMAP Folder Subscriptions

**NOTE:** It is best to wait to do this until after Thunderbird has finished retrieving mail from the Inbox.

- Click on **Subscribe** from the **File** menu.

A window will appear. Folders with a check next to the name are already subscribed to.

- Select a folder to be subscribed to and click **Subscribe**.

- Click **OK**.

Folders that have been subscribed to will show up in the folders list on the left side of the main Thunderbird window under the inbox.