Updating Thunderbird for IMAP Connections –
Windows Edition

VERSION 1.0
Configuring Thunderbird for IMAP Connections Overview

Like most email clients, Thunderbird offers several methods to connect to an email account. While we highly recommend that all users choose an email client that supports Exchange, this may not always be possible. If you use Thunderbird, IMAP is the preferred method of connecting to your UAConnect account, as Thunderbird does not support Exchange connections. Be aware that using IMAP to connect to your email account will only give you access to your email; an IMAP connection will not allow you to view your UAConnect calendar.

These are the steps to follow to configure Thunderbird to connect to your email using IMAP:

Step 1: Update the Mail Account Settings in Thunderbird
Step 2: Subscribe to IMAP folders (Optional)

Step 1: Update the Mail Account Setup in Thunderbird

- Right click on your account on the left window. Then choose Settings.
• Click on **Outgoing Server (SMTP)**

  ![Outgoing Server (SMTP) Settings](image)

• A new window should appear. Verify the **Server Name** is `smtpgate.email.arizona.edu`, the **Port** is 587, the **Connection security** is `STARTTLS`, the **authentication method** is `Normal Password` and the **User Name** is your **NetID**. Then click **OK**.

![SMTP Server Settings](image)
- Now click on **Server Settings**. This is where you can change the Incoming Server settings. None of these settings should have changed.
Step 2: Subscribe to IMAP folders (Optional)

Thunderbird should automatically subscribe to all of your folders. However, if you find that folders are missing, you may need to subscribe to them. The steps below explain how to subscribe to IMAP folders in Thunderbird.

- Click File > Subscribe...

- Put checks next to each folder to which you wish to subscribe. If you want to subscribe to a subfolder, you must subscribe directly to that subfolder; simply subscribing to its parent folder will not give you access.

- Click the Subscribe button, and then click the OK button.