

Setting Up Outlook 2013 Arafura Cloud Exchange

1. Open Outlook 2013, if this is the first time setup click next to add a new account.

If you are adding an additional account, close outlook and find the Mail Icon which is located in the Control Panel

- 2. On the left side of the screen click on Mail.
- 3. In the new window click **Show Profiles**.
- 4. Click **Add**. The Profile Name can be anything you would like.

Mail Setup - Outlook				
E-mail Accounts				
	Setup e-mail accounts and directories.	E-mail Accounts		
Data Files				
	Change settings for the files Outlook uses to store e-mail messages and documents.	Data Files		
Profiles -				
	Setup multiple profiles of e-mail accounts and data files. Typically, you only need one.	Show Profiles		
		Close		

5. Select Manual setup or additional server types. Select Microsoft Exchange Server or compatible service. Then, click Next.



Add Account		3
Auto Account Setup Manual setup of an account or connect to other server types.		
E-mail Account		
Your Name:	Test Email	
	Example: Ellen Adams	
E-mail Address:	test@emailcompany.org Example: ellen@contoso.com	
Password:	******	
Retype Password:	*******	
	Type the password your Internet service provider has given you.	
Manual setup or a	dditional server types	
		-
	< Back Next > Cancel]

6. Use the following information:

- Server: mail. arafuracloud.com.au
- User Name: user account
- Offline Settings Use Cached Exchange Mode (Optional): By default this setting is enabled and set to 3 Months.

Note: If enabled: Outlook will save a copy of your email on the computer.

- **Mail to keep offline** is how long the mail will be stored on the computer before it is deleted. Mail will NOT be deleted off the server.
- Click on More Settings...



Add Account		E
Server Settings Enter the Microsoft Exchange Serv	er settings for your account.	×.
Server Settings		
Server:	ara-asp-mxgw.arafura-asp.local	
User Name:	arafura-asp\your.username	Check Name
Offline Settings		
🔽 Use Cached Exchange Mode		
Mail to keep offline:	Q , , , , , , , , , , , , , , , ,	1 month
		More Settings
	< B2	ack Next > Cancel

7. Click on the **Connection** tab. Check the box for **Connect to Microsoft Exchange using HTTP** and click on **Exchange Proxy Settings.**

8. Use the following information:

Check the boxes for:

- Connect using SSL only
- Only connect to proxy servers
- On fast networks
- On slow networks

- For the first text field type in: "mail.arafuracloud.com.au"

- For the second text field type in: "msstd: mail.arafuracloud.com.au"
- Change Proxy authentication to: **Basic Authentication**



Microsoft Exchange Proxy Settings				
Microsoft Outlook can communicate with Microsoft Exchange over the Internet by nesting Remote Procedure Calls (RPC) within HTTP packets. Select the protocol and the identity verification method that you want to use. If you don't know which options to select, contact your Exchange Administrator.				
Connection settings				
Use this URL to connect to my proxy server for Exchange:				
mail.arafuracloud.com.au				
Connect using SSL only Only connect to proxy servers that have this principal name in their certificate:				
Msstd:mail.arafuracloud.com.au				
☑ On fast networks, connect using HTTP first, then connect using TCP/IP☑ On slow networks, connect using HTTP first, then connect using TCP/IP				
Proxy authentication settings				
Use this authentication when connecting to my proxy server for Exchange:				
Basic Authentication				
OK Cancel				

9. Click **OK** then click **Apply**, **OK** and **Check Name**.



Add Account	
Server Settings Enter the Microsoft Exchange Serv	er settings for your account.
Server Settings	
Server: User Name:	ara-asp-mxgw.arafura-asp.local
Offline Settings	arafura-asp\your.username
Vse Cached Exchange Mode	
Mail to keep offline:	1 month
	More Settings
	< Back Next > Cancel

10. Enter your username **arafura-asp\user account** and Password, then click **Next** and **Finish**.

Once you hit next Outlook may prompt again for the username and password for the account in a popup window.

The username should be entererd in the format "arafura-asp\your.username"

Enter the assigned password

For any further details or technical support contact Territory Technology Solutions on 08 8944 2222 or support@techsolutions.com.au



