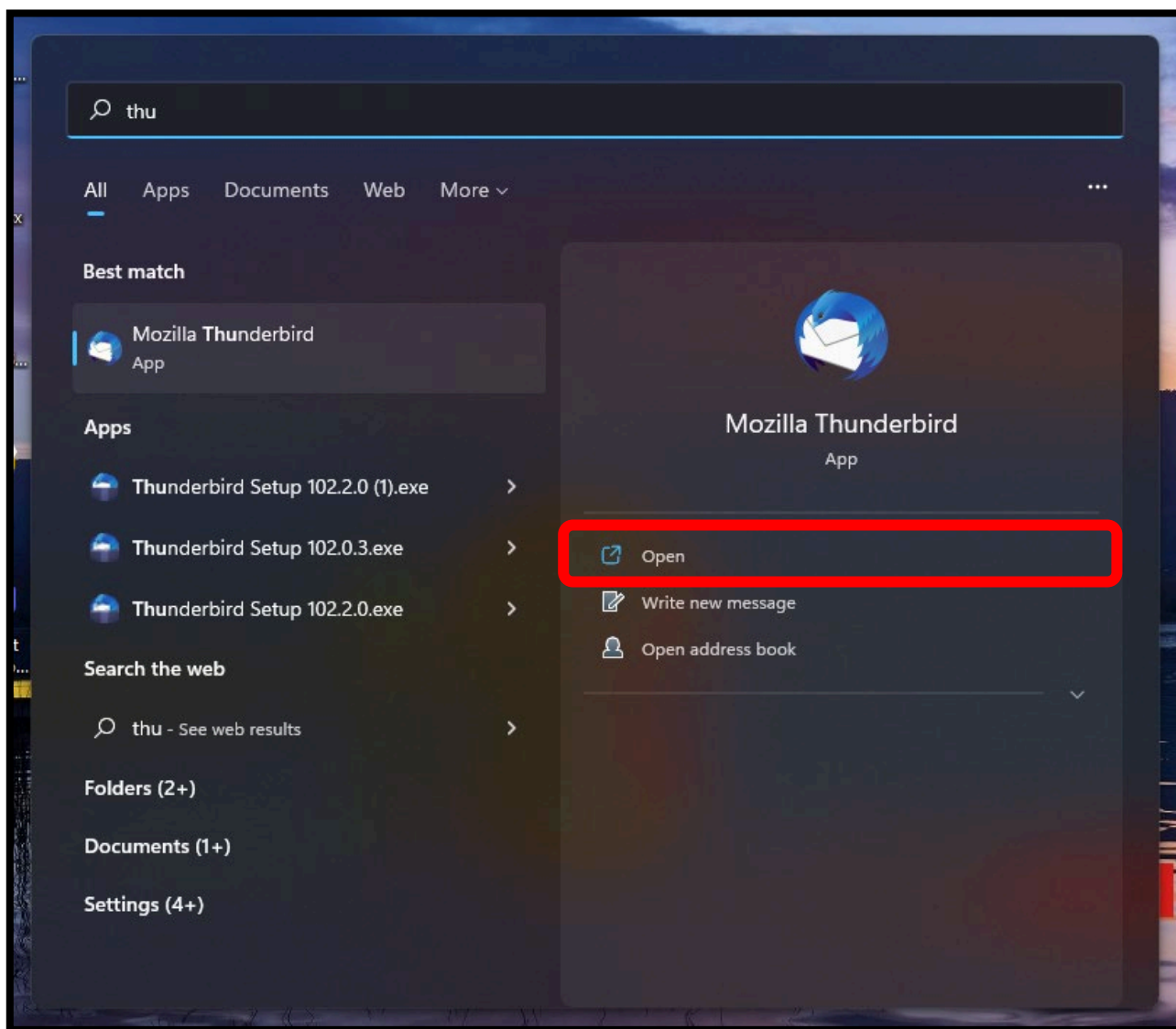


How to check NTU Webmail(@ntu.edu.tw) through Thunderbird 102.2.0

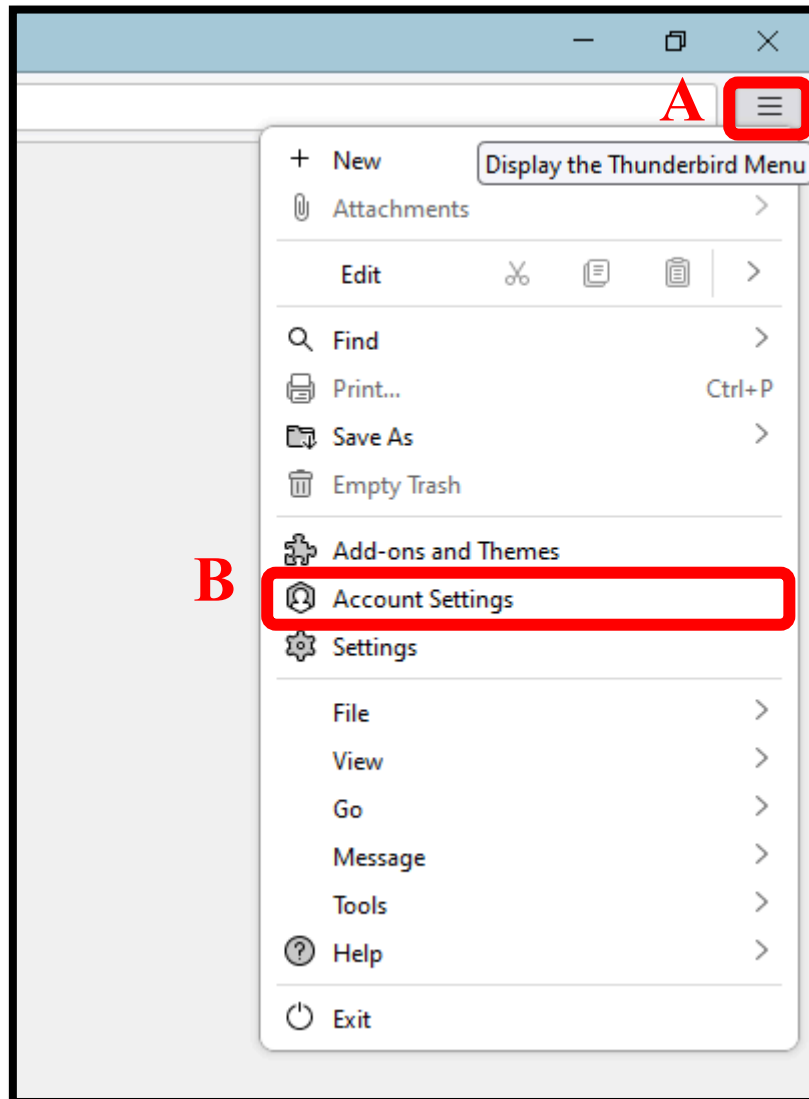
Applicable to:

1. NTUH staffs
2. Students who enrolled after **2020/05**
3. Alumni who enrolled before **2020/05** (After you have received the notification from NTUCC)
4. Alumni with a name-based account (e.g. **johnsmith@ntu.edu.tw**)

1. Please search and open Thunderbird



2. Please click the icon on the upper right corner and choose **【Account Settings】**



3. Please fill in the following information:

- Your full name: Please enter your name
- Email address: account@ntu.edu.tw
- Password: Please enter your password

After completing the information, please click **【Configure manually】**

Home | Account Settings | Account Setup

Set Up Your Existing Email Address

To use your current email address fill in your credentials.
Thunderbird will automatically search for a working and recommended server configuration.

A

Your full name
Alice

Email address
d90123456@ntu.edu.tw

Password
.....

Remember password

B

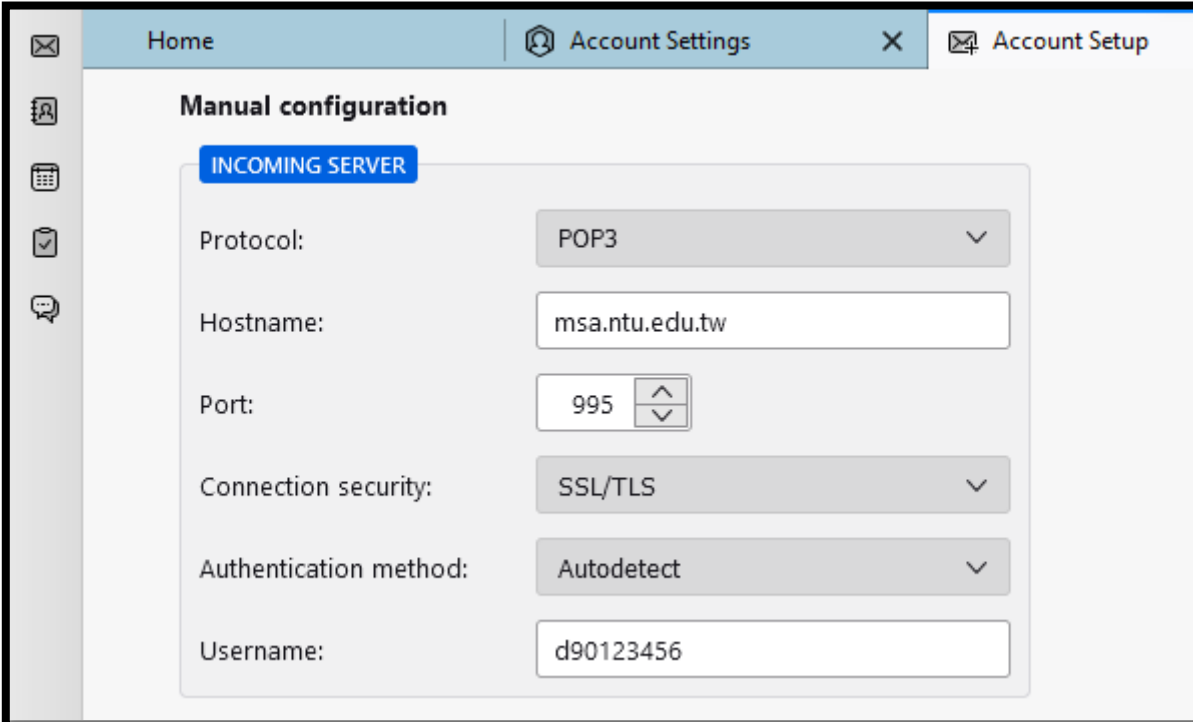
Configure manually | Cancel | Continue

Your credentials will only be stored locally on your computer.

4. Please fill in the following information:

Incoming Server

- Protocol: **POP3**
- Hostname:
 - If your username is student ID number, please enter **msa.ntu.edu.tw**
 - If your username is initials (***Including NTUH staff and alumni**), please enter **ccms.ntu.edu.tw**
- Port: **995**
- Connection security: **SSL/TLS**
- Authentication method: Autodetect
- Username: Please enter your username (**without @ntu.edu.tw**)



The screenshot shows a software interface for configuring an incoming server. The window title is "Manual configuration" and it has tabs for "Home", "Account Settings", and "Account Setup". A blue tab labeled "INCOMING SERVER" is selected. The configuration fields are as follows:

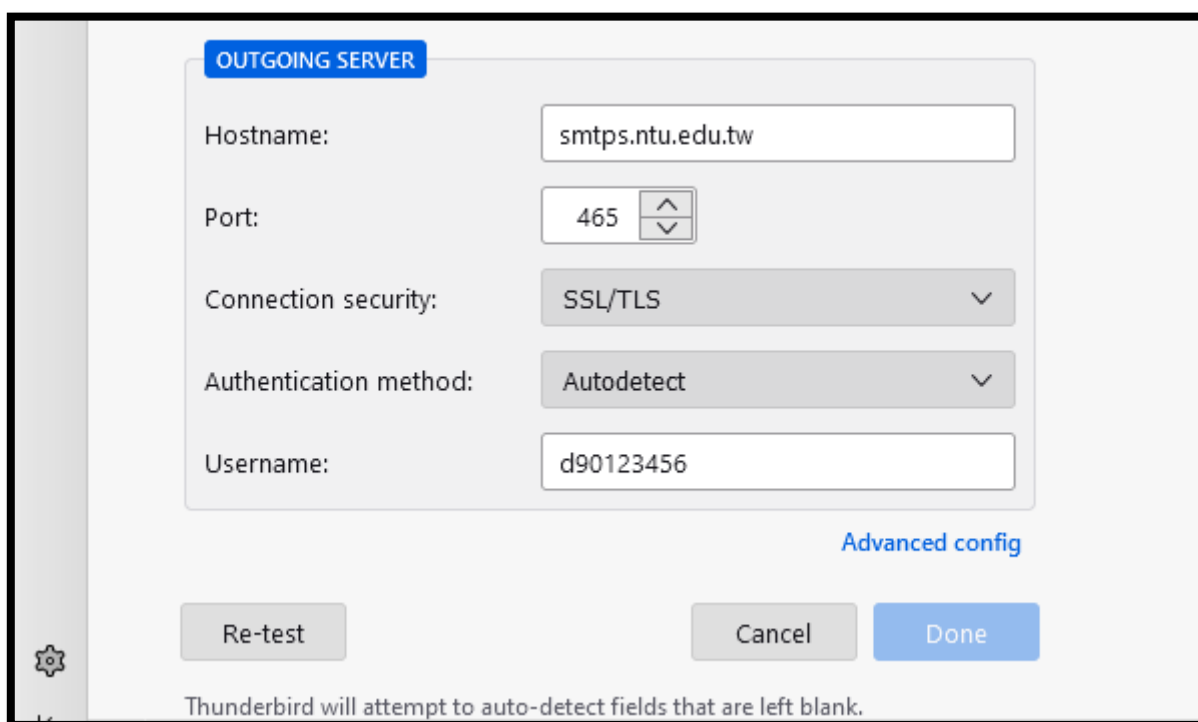
Protocol:	POP3
Hostname:	msa.ntu.edu.tw
Port:	995
Connection security:	SSL/TLS
Authentication method:	Autodetect
Username:	d90123456

5. Please fill in the following information:

Outgoing Server

- Hostname: **smtps.ntu.edu.tw**
- Port: **995**
- Connection security: **SSL/TLS**
- Authentication method: Autodetect
- Username: Please enter your username (**without @ntu.edu.tw**)

After completing the information, please click **【Re-test】 > 【Done】**

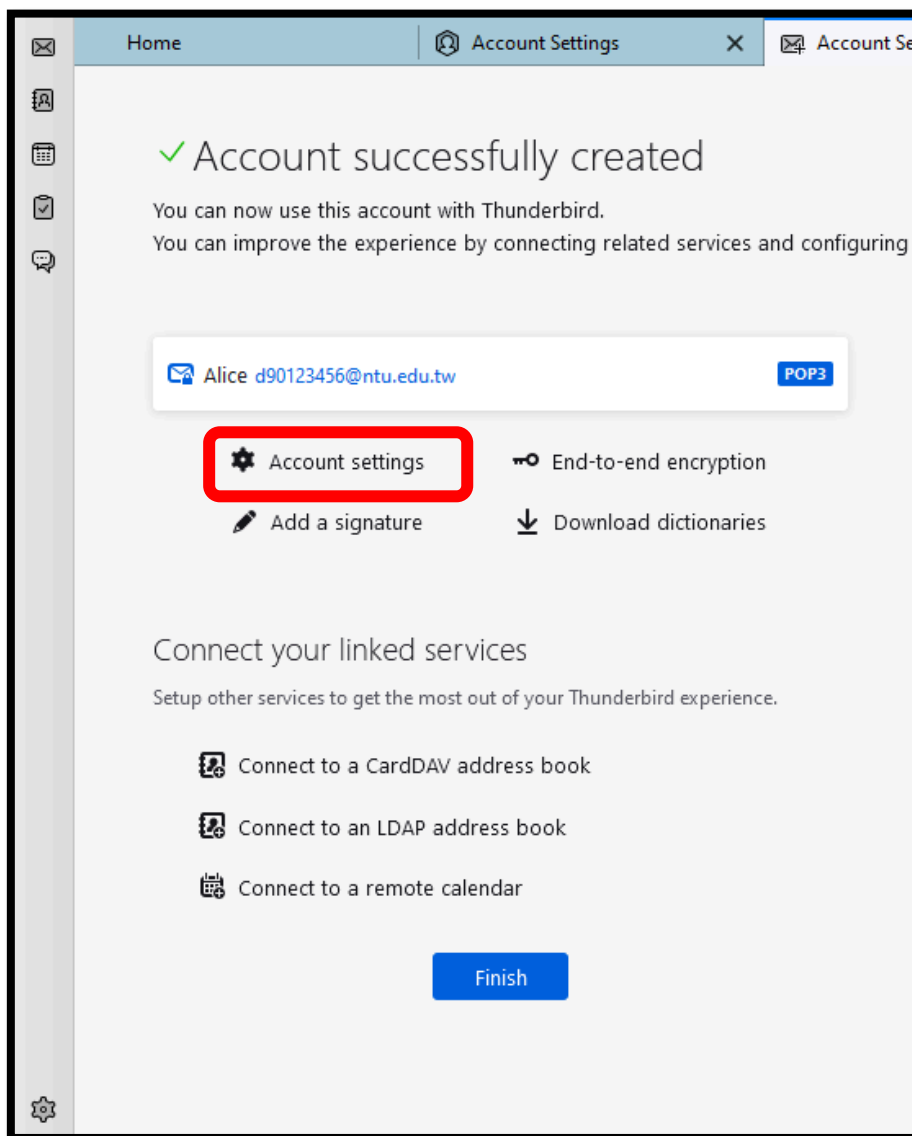


The screenshot shows the 'OUTGOING SERVER' configuration dialog in Thunderbird. The fields are filled as follows:

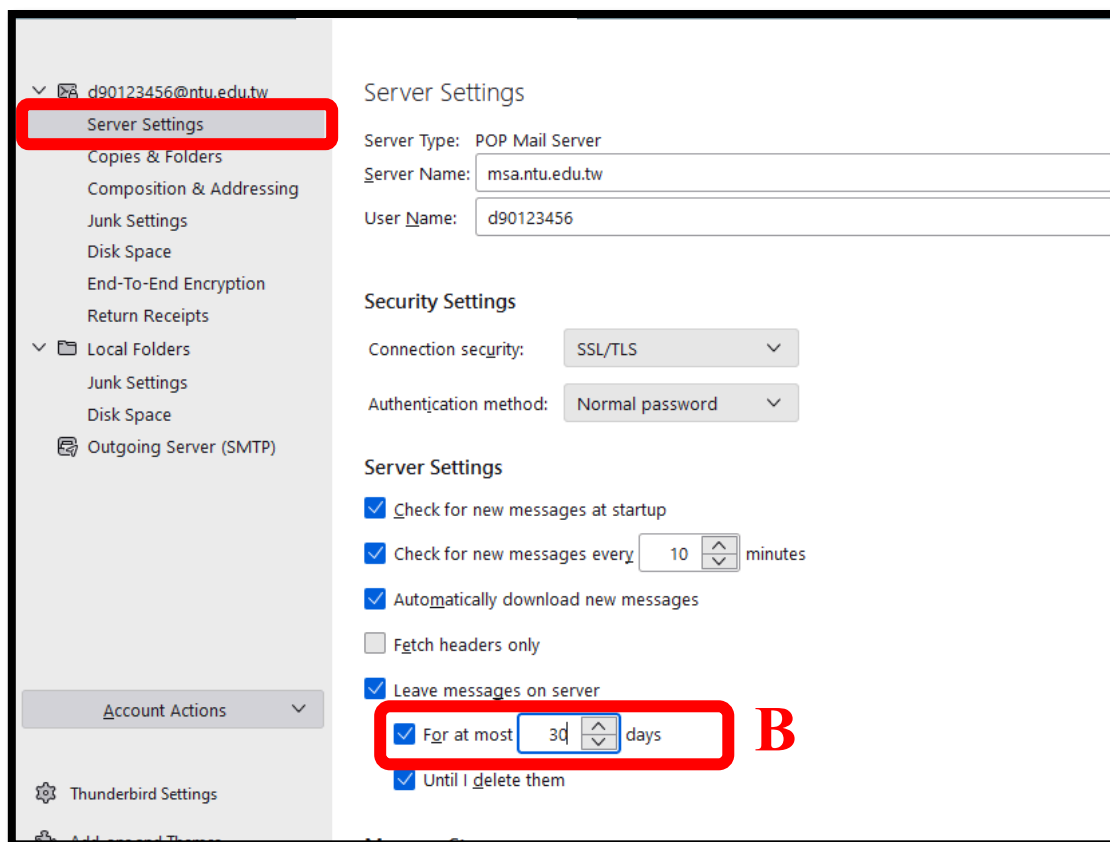
Field	Value
Hostname	smtps.ntu.edu.tw
Port	465
Connection security	SSL/TLS
Authentication method	Autodetect
Username	d90123456

At the bottom right of the dialog, there is a link for 'Advanced config'. Below the dialog, there are three buttons: 'Re-test', 'Cancel', and 'Done'. A note at the bottom states: 'Thunderbird will attempt to auto-detect fields that are left blank.'

6. Please click **【Account settings】**



7. Please click **【Server Settings】** and change the setting of **【Leave messages on server】** to **【30 days】** .



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