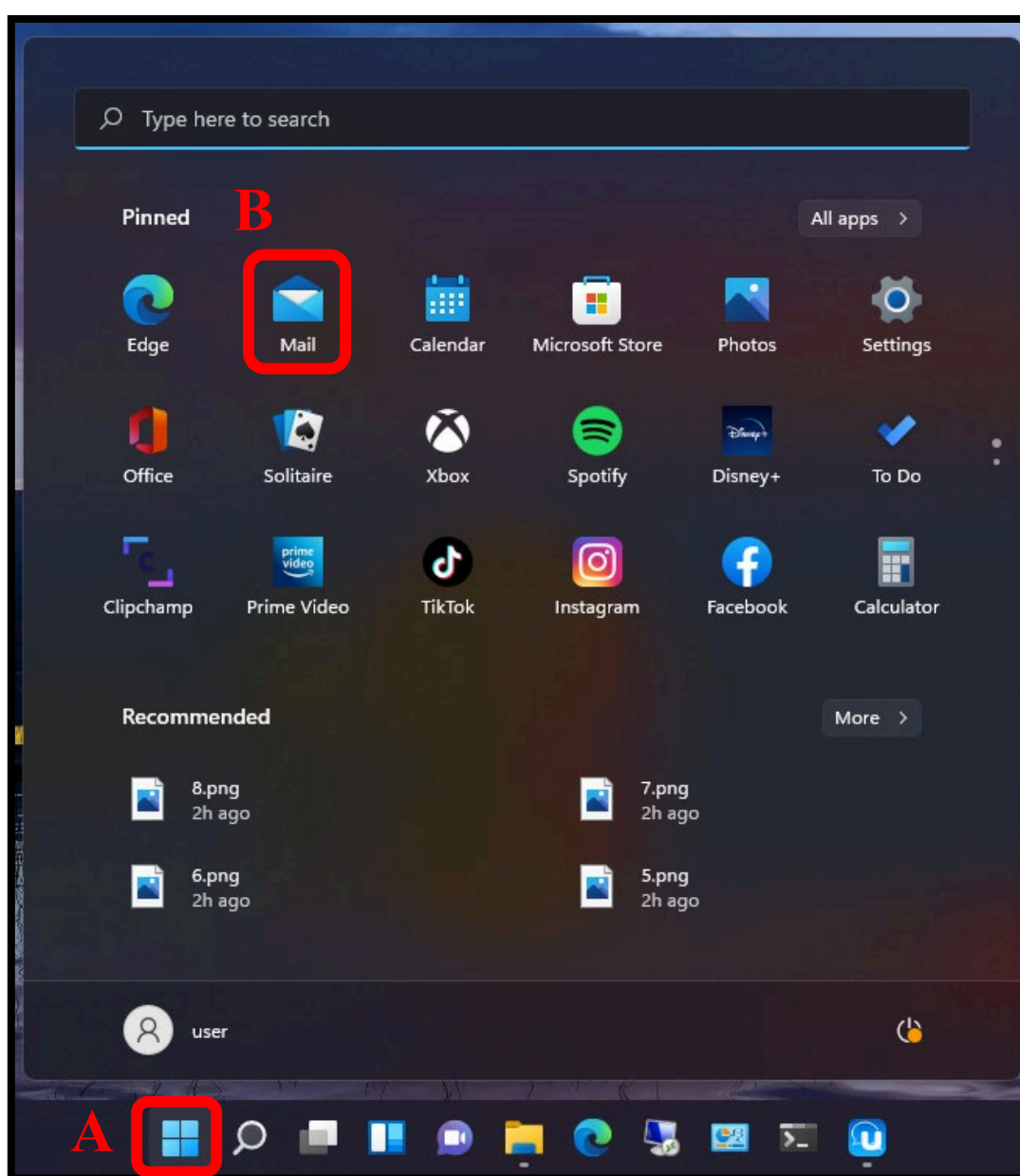


How to check NTU Webmail(@ntu.edu.tw) through Windows 11 Mail

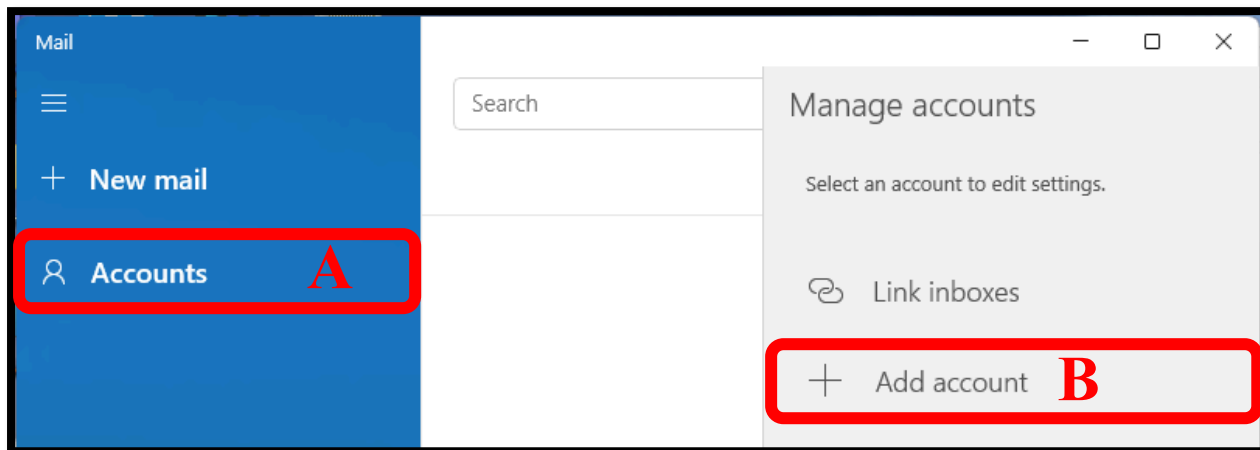
Applicable to:

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**)

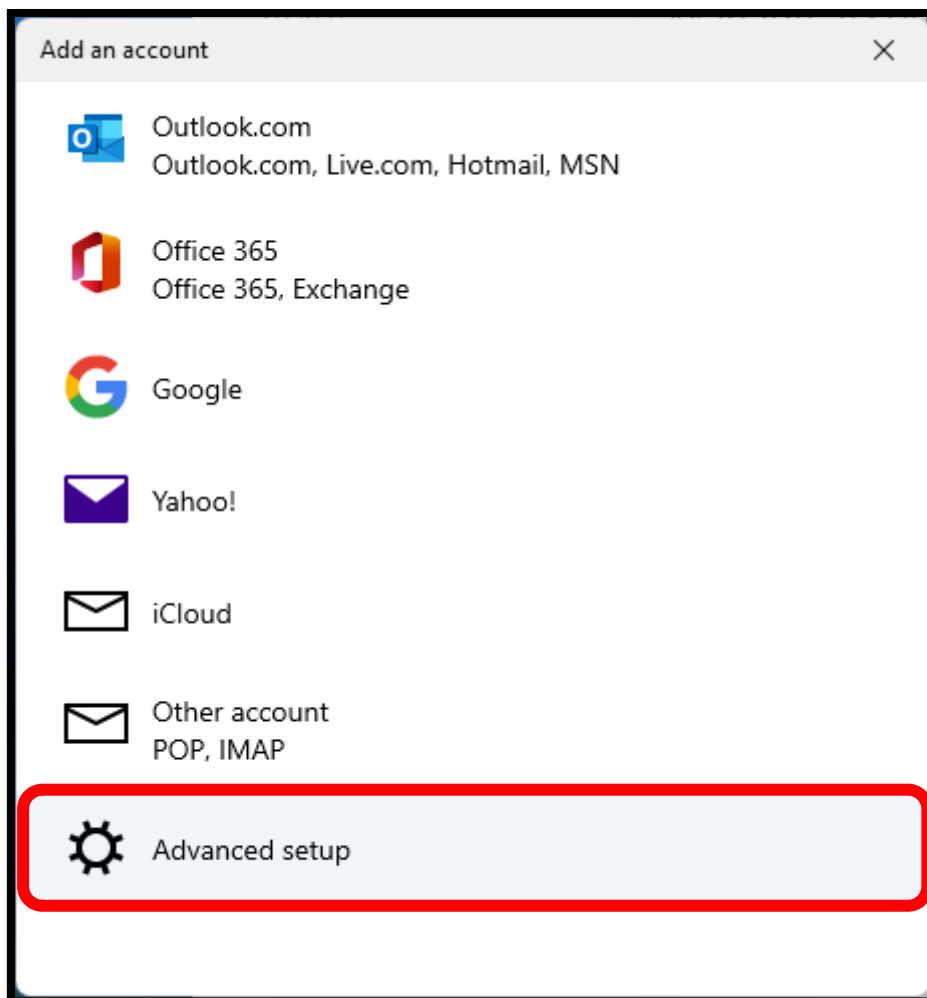
1. Please click **【Windows】 > 【Mail】**



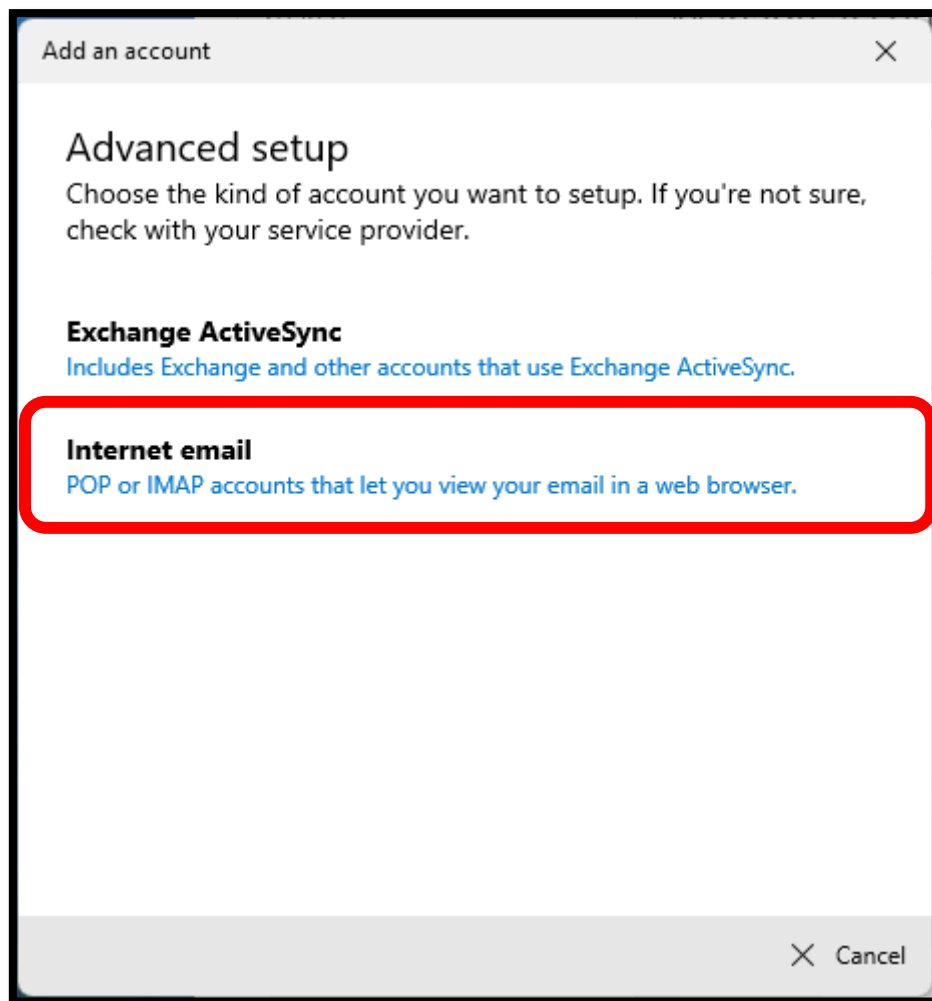
2. Please click **Accounts** > **+ Add account**



3. Please click **Advanced setup**



4. Please click **【Internet email】**



5. Please enter the following information:

【Email address】 ex:d90123456@ntu.edu.tw

【Username】 ex:d90123456 (**without@ntu.edu.tw**)

【Password】 Please enter your password

【Account name】 ex: Alice

【Send your messages using this name】 ex: Alice

【Incoming email server】 :

➤ 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】**

【Account type】 : **POP3**

【Outgoing (SMTP) email server】 : **smtps.ntu.edu.tw**

Please check the four selections at the bottom and click **【sign in】**

Add an account ✕

Internet email account

Email address

User name

Examples: kevinc, kevinc@contoso.com, domain\kevinc

Password

Account name

Send your messages using this name

Incoming email server

Account type

Outgoing (SMTP) email server

Sign in Cancel

Account type

Outgoing (SMTP) email server

Outgoing server requires authentication

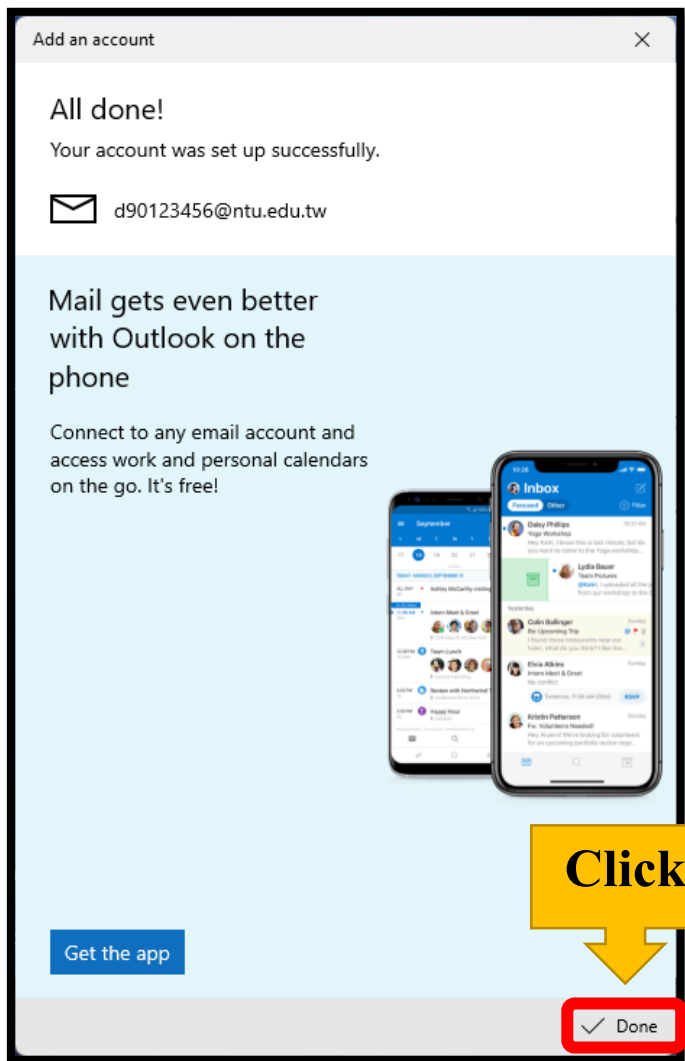
Use the same user name and password for sending email

Require SSL for incoming email

Require SSL for outgoing email

Sign in Cancel

6. Please click **done**



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