Eudora v6.2.3 Secure IMAP Configuration Settings
for Windows-based PC for HMS Local and Remote Usage

Overview
Harvard Medical School (HMS) recently made some adjustments to allow students the ability of accessing their HMS student email remotely with a desktop email client. Students may now use a secure protocol from outside of the HMS network. HMS assumes that students will have an Internet Service Provider to access the World Wide Web. This document is provided as a resource. Technical support is available only for the web-based email client, Outlook Web Access (OWA).

- *Pre-doctoral students entering HMS as of Fall 2004 will use the following official student email address: firstname_lastname@hms.harvard.edu for HMS/DMS/HST and firstname_lastname@hsdm.harvard.edu for HSDM. All other pre-doctoral students will follow the format of firstname_lastname@student.hms.harvard.edu.

Step-by-Step Configuration Instructions

- **IMPORTANT**: If you have an anti-virus application such as Symantec’s Norton Anti-Virus, disable the outbound email scanning option. If you have Symantec Anti-Virus Corporate Edition, disable the Internet E-mail Auto-Protect option under Configure. If you have Norton Internet Security, disable Security, disable the outbound email scanning option under AntiVirus, and disable the training engine under AntiSpam.
- Download/install the updates for Eudora. (This document has been tested using Eudora v6.2.3.)

Step 1: Launch Eudora v6.2.3. Select the Special, Settings… menu option.

Step 2: Click the Getting Started icon and enter the following information:

Real name: Your first name and last name.
Return address: Your Official Student Email Address dependent upon your entering year*
Mail Server (Incoming): email.med.harvard.edu
User Name: your eCommons username
SMTP Server (Outgoing): email.med.harvard.edu (NOTE: RCN requires their SMTP settings)
Select the checkbox for Allow authorization.
Step 3: Click the Checking Mail icon and verify the following fields that should be automatically populated after having completed the Getting Started settings.

Mail Server: email.med.harvard.edu
User Name: Your eCommons username
Secure Sockets when Receiving: Required, Alternate Port
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Step 4: Click the Incoming Mail icon and enter the following information:
Server Configuration: IMAP
When I delete a message: Move it to: Deleted Items <Dominant> Deleted Items
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Step 5: Click the Sending Mail icon. Verify and/or select the following fields:
Return address: Your Official Student Email Address dependent upon your entering year*
SMTP server: email.med.harvard.edu (NOTE: RCN requires their SMTP settings)
Secure Sockets when Sending: Required, STARTTLS
Click the OK button.

Congratulations! You have completed the Eudora v6.2.3 Secure IMAP configuration process for a Windows-based PC. As always there are a number of optional configuration settings that you may choose to utilize or not, at your discretion. The information presented here represents the minimal configuration requirements to successful engage in the HMS Secure IMAP environment.