Download Thunderbird and install it.

http://www.mozilla.org/en-US/thunderbird/

Uncheck the boxes here, as they will create a new email address. Instead click "Skip this and use my existing email".

-gandi.net

-hover.com

In the next window,

Fill in your name

The Email Address will be: STUDENTID@rangers.uwp.edu where **STUDENTID** is the student's ID they use to log into solar and D2L, it will be different for each individual student.

And enter the password and click continue and you should see the window below.
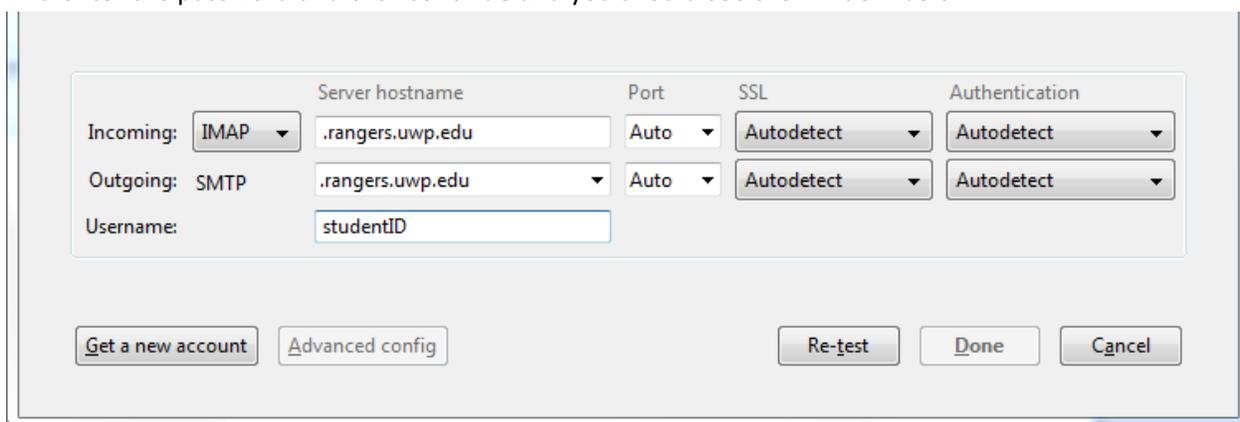
You will only need to change the **INCOMING** and **OUTGOING** Settings.

Change it so that it looks like this

		Server hostname	Port	SSL	Authentication
Incoming:	IMAP ▾	pod51010.outlook.com	993 ▾	SSL/TLS ▾	Normal password ▾
Outgoing:	SMTP	pod51010.outlook.com ▾	587 ▾	STARTTLS ▾	Normal password ▾
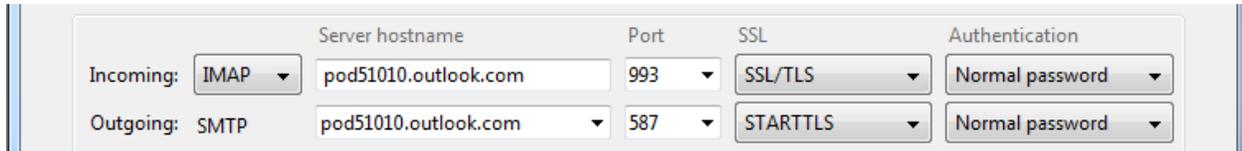
Once it connects, it will download all the files to your computer.

To sync folders, right click the email box

@rangers.uwp.edu **Thunderbird Mail -**

Email

Read messages

Write a new message

And choose Subscribe

@rangers.uwp.edu **Thunderbird Mail -**

Get Messages
Open
Open in New Tab
Search Messages...
Subscribe...
New Folder...
Settings...
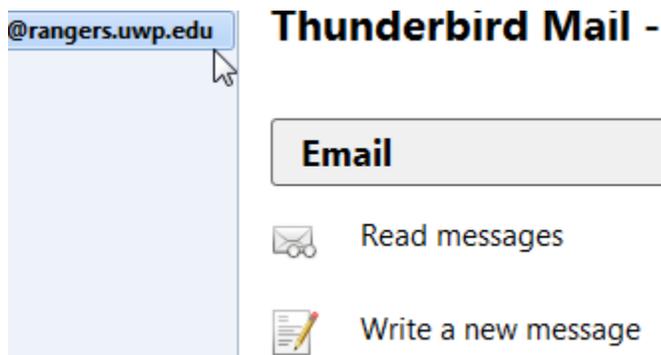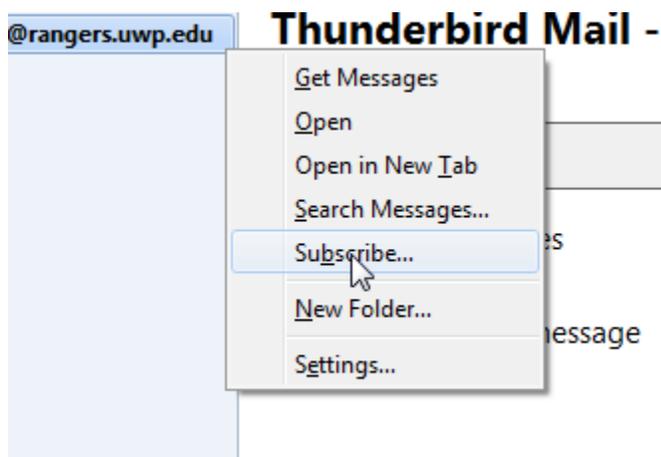
And select all your folders.

Sources of info

http://it.ucmerced.edu/get-help/guides-faqs/emailcalendar/office-365-emailcalendar-configuration/thunderbird-windows