

**Division of Information Technology
Lehman College CUNY**

Using Lehman's Secure Outgoing (SMTP) Server

Updated April 16, 2013

Are you able to *receive* your Lehman email on your smart phone, laptop or tablet but can't *send* email from off campus? If so we have developed a solution to resolve this issue.

The solution involves configuring your device to use Lehman's new secure SMTP server. SMTP (or Simple Mail Transfer Protocol) acts as an electronic post office, enabling email clients (such as Outlook or Mac Mail) to send outgoing messages. That is why SMTP settings are generally referred to as "outgoing" mail server settings. Until now, it was necessary to use outgoing servers from Verizon, AT&T or other providers when off campus.

The new Lehman SMTP server will work on most Windows, Apple and Android-enabled devices, including desktops and notebooks. This approach has the added benefit of encrypting communication between your device and the email server.

If you already have your Lehman email set up on your device, you can change the "outgoing" or SMTP settings as described below. If you are setting up your Lehman email for the first time, please refer to complete online documentation (<http://www.lehman.edu/itr/email-at-lehman.php>).

To configure the Lehman SMTP server, select the "outgoing" server settings option on your device for your Lehman email account (you may have other accounts set up using other servers) and enter the information below. Note that you do not need to change the "incoming" mail server settings if you are already receiving email. We have included screen shots of the configuration settings for commonly used devices and software.

Please keep in mind that differences in models, software and operating systems may require adjustments to the settings shown below. If you need assistance, please contact the Help Desk at help.desk@lehman.cuny.edu or by telephone at (718) 960-1111.

Summary of SMTP Settings for Commonly-used Devices

Microsoft Outlook for Windows 2010 (Windows XP and Windows 7)

Outgoing SMTP

Outgoing SMTP Server: smtp.lehman.edu
User Name: Your email ID (firstname.lastname)
Password: Your email password
Outgoing server (SMTP): 587
Encrypted connection: TLS (Use SSL for earlier versions of Outlook for Windows)

Incoming mail server

Incoming SMTP server: mail.lehman.edu
SMTP User Name: Your email ID (firstname.lastname)
Password: Your email password
Incoming server (IMAP): 143
Encrypted connection: none

Add New Account

Internet E-mail Settings
Each of these settings are required to get your e-mail account working.

User Information
Your Name: Saful Roni
E-mail Address: saful.roni@lehman.cuny.edu

Server Information
Account Type: IMAP
Incoming mail server: mail.lehman.edu
Outgoing mail server (SMTP): smtp.lehman.edu

Logon Information
User Name: saful.roni
Password: [masked]
 Remember password
 Require logon using Secure Password Authentication (SPA)

Test Account Settings
After filling out the information on this screen, we recommend you test your account by clicking the button below. (Requires network connection)

 Test Account Settings by clicking the Next button

Internet E-mail Settings

General | Sent Items | Deleted Items
Outgoing Server | Connection | Advanced

My outgoing server (SMTP) requires authentication
 Use same settings as my incoming mail server
 Log on using
User Name: [text box]
Password: [text box]
 Remember password
 Require Secure Password Authentication (SPA)

Internet E-mail Settings

General | Sent Items | Deleted Items
Outgoing Server | Connection | Advanced

Server Port Numbers
Incoming server (IMAP): 143
Use the following type of encrypted connection: None
Outgoing server (SMTP): 587
Use the following type of encrypted connection: TLS

Server Timeouts
Short: [slider] Long: 1 minute

Folders
Root folder path: [text box]

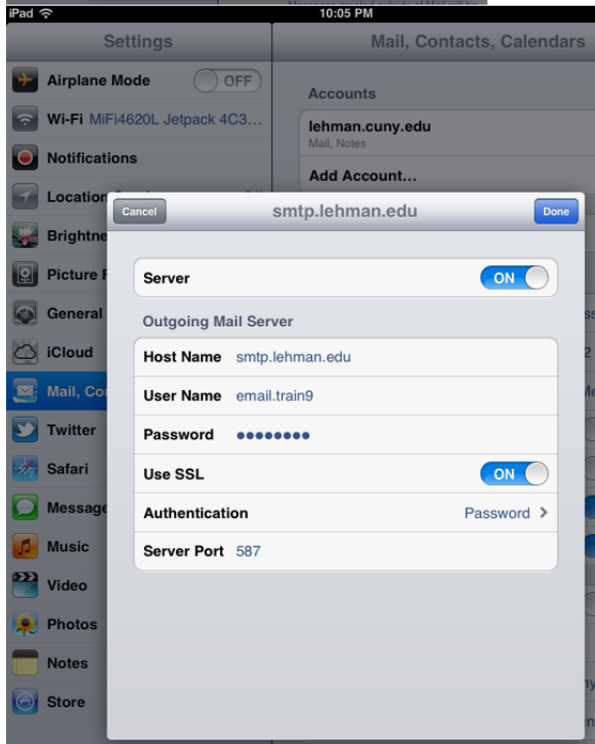
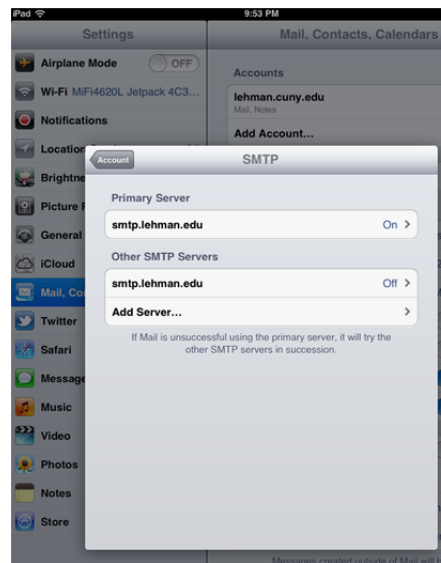
Apple iPhone 4 (iOS 4.2.1), iPhone 5 (iOS 6.1.2), iPad

Outgoing SMTP

Outgoing SMTP Server: smtp.lehman.edu
User Name: Your email ID (firstname.lastname)
Password: Your email password
Server Port: 587
Use SSL: On
Authentication: Password

Incoming mail server

Incoming SMTP server: mail.lehman.edu
User Name: Your email ID (firstname.lastname)
Password: Your email password
Server port: 143
Use SSL: Off
Authentication: Password



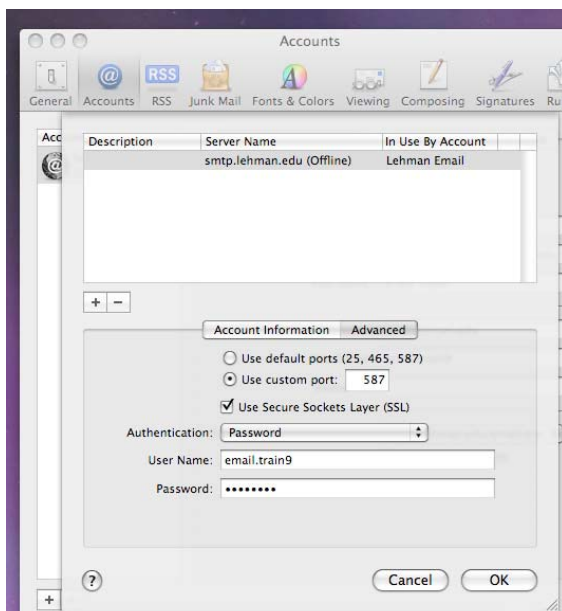
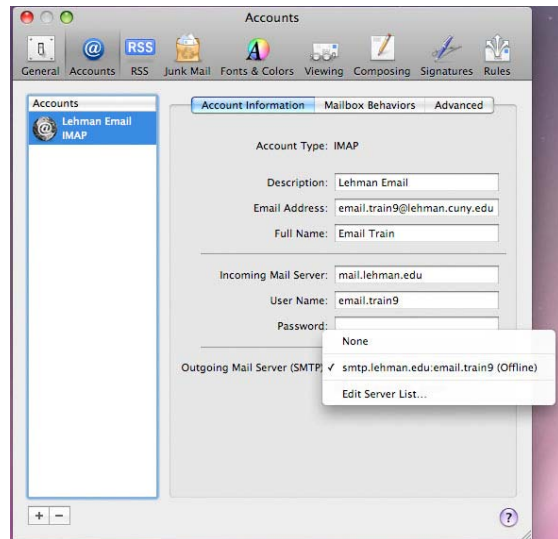
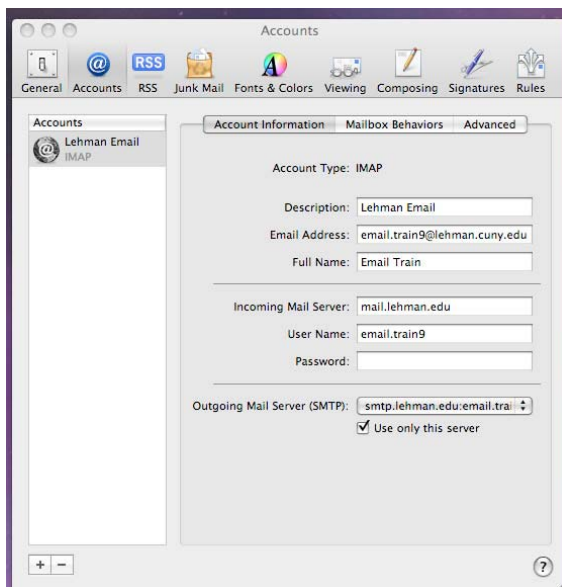
Apple Mac Mail 3.6 (OS ver. 10.5.8)

Outgoing SMTP

Server name: smtp.lehman.edu
User Name: Your email ID (firstname.lastname)
Password: Your email password
Custom port: 587
Use SSL: SSL
Authentication: Password

Incoming mail server

Incoming Mail server: mail.lehman.edu
User Name: Your email ID (firstname.lastname)
Password: Your email password
Port: 143
Use SSL: no
Authentication: Password



Apple Mac Outlook 2011 ((OS ver. 10.8.2)

Outgoing SMTP

Outgoing Server: smtp.lehman.edu
User Name: Your email ID (firstname.lastname)
Password: Your email password
Port: 587
Override default port: Enabled (check mark)
Use SSL: Enabled (check mark)
Authentication: Username & password

Incoming mail server

Incoming server: mail.lehman.edu
User Name: Your email ID (firstname.lastname).
Password: Your email password
Port: 143
Override default port: Disabled (No check mark)
Use SSL to connect: Disabled (No check mark)
Always use secured password: Disabled (No check mark)

