

WINDOWS MAIL

Follow these steps to update a Windows Mail account to send and receive e-mail using CFU's new mail settings.

Before you start, make sure your CFU e-mail password is at least eight characters long. If it is less than eight characters, [click here](#) to continue to the screen below. Enter your current CFU e-mail address and password, then the new password of your choice. Enter the scrambled words in the box indicated then click the **Change Password** button.

CEDAR FALLS UTILITIES
The Power of Service 

CFU Residential Services | CFU Commercial Services | Save Energy | CFU CyberNet

Emergency Info | Start Service | Stop Service | Transfer Service | Change Cable Serv. | Meter Reads | Street Light Problem

About CFU Cable | Online TV Guide | Movie Theater | Weather | Cedar Falls TREES

About Us | Careers | Sitemap | Home

Search CFU.net

SEARCH

Wednesday, July 8, 2009 | Home » CFU CyberNet E-mail Password Change / Reset

CFU CyberNet E-mail Password Change / Reset

Password Change

E-mail address

Current Password

New Password

Verify New Password

Note: Passwords must be at least 8 characters long and include either a number or other non-alphanumeric character. You may not use your email address or CFU account number as your password.

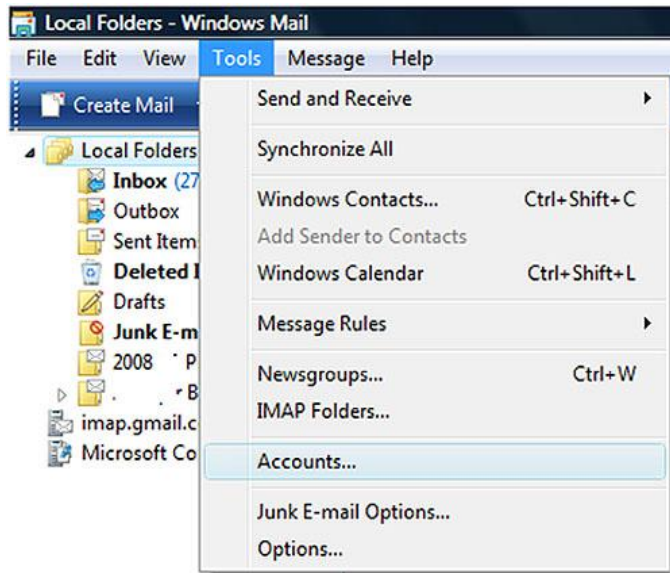
Doctor yawned

Type the two words:

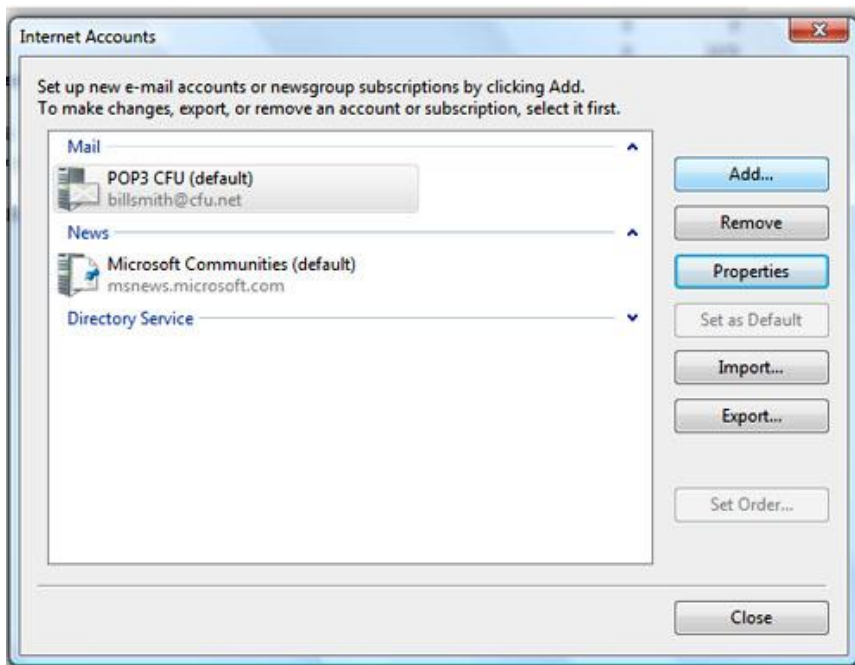
 **reCAPTCHA**
stop spam, read books

Change Password

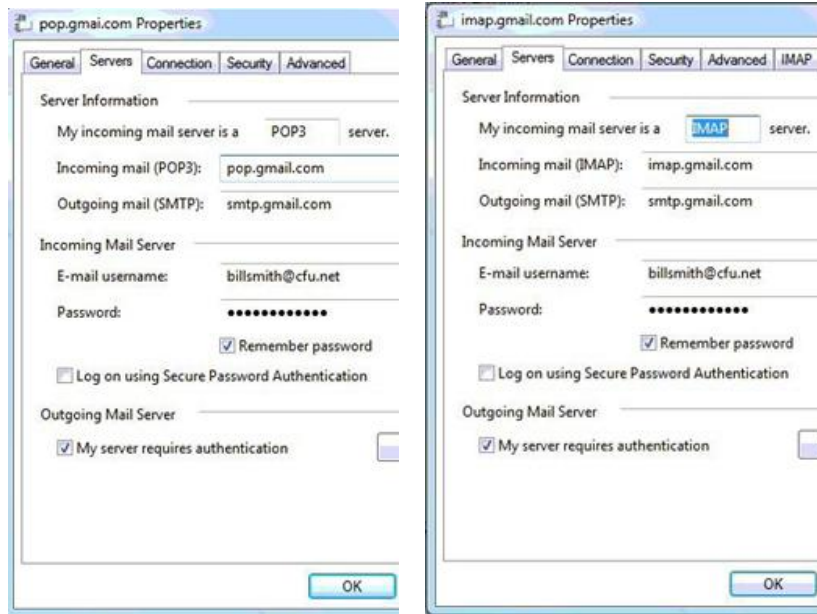
STEP 1 In Windows Mail go to **Tools > Accounts**.



STEP 2 Highlight your CFU account under Mail and click **Properties**. If multiple CFU accounts exist, each one will need to be edited individually. Follow these steps for each CFU account.

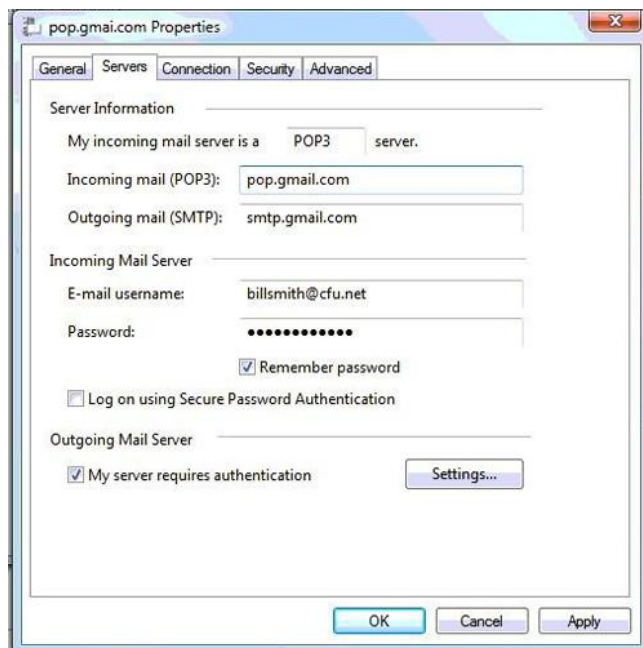


STEP 3 If your Incoming mail server reads **POP3**, use the **POP3 Instructions** below. If it reads **IMAP**, use the **IMAP instructions** below.

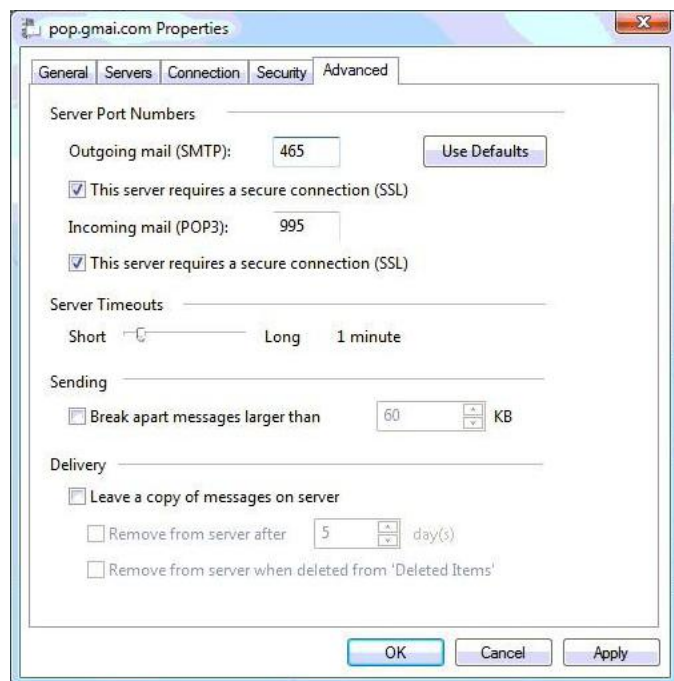


POP3 SETTINGS

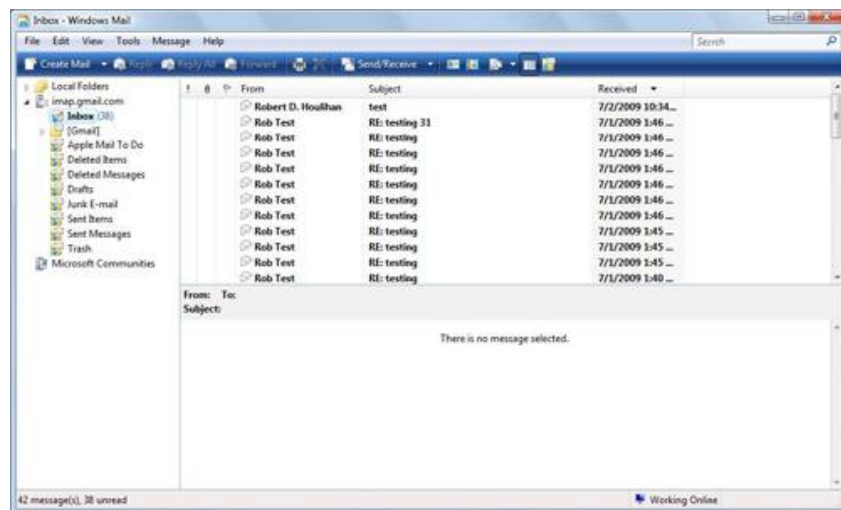
STEP 4 Under the Servers tab, change Incoming mail to **pop.gmail.com** and Outgoing mail to **smtp.gmail.com**. Add **@cfu.net** to the e-mail username. Check the box next to **"My server requires authentication."** Click the **Advanced** tab to continue to the next step.



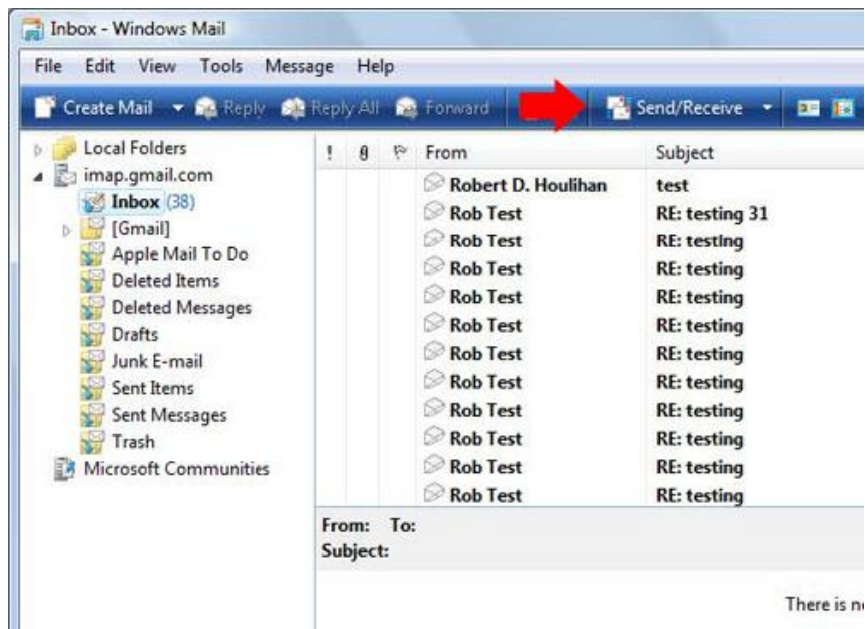
STEP 5 Under the Advanced tab, change Outgoing mail to **465** then check the box next to "This server requires a secure connection." Click the **OK** button, then **Close** to close the Account window.



STEP 6 Click the **Inbox** icon on the left side of your screen and you should see your inbox populate. This may take a few minutes depending on how many messages you have in your inbox.



STEP 7 Click the **Send/Receive** button to test your account settings. The first time this button is pressed, you may receive older e-mails you have already read including spam messages. This is a one-time occurrence and will not happen each time you press the **Send/Receive** button.

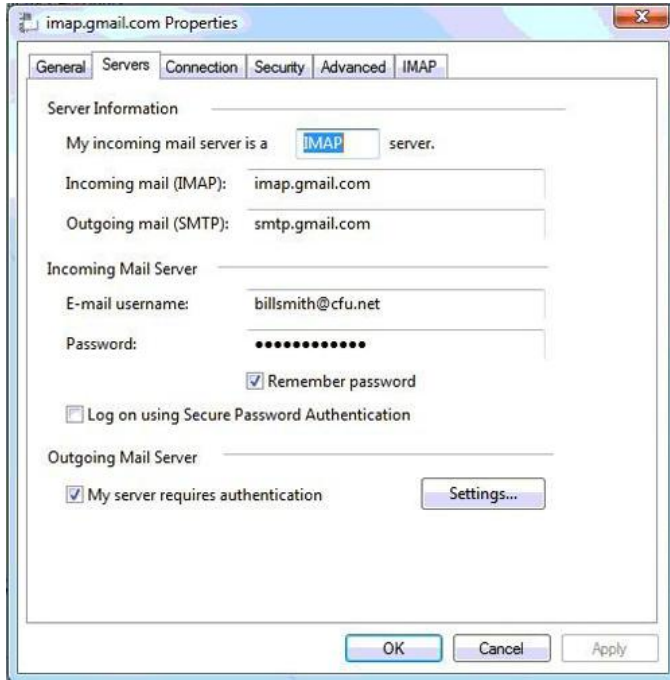


[Click here](#) if an error message appears.

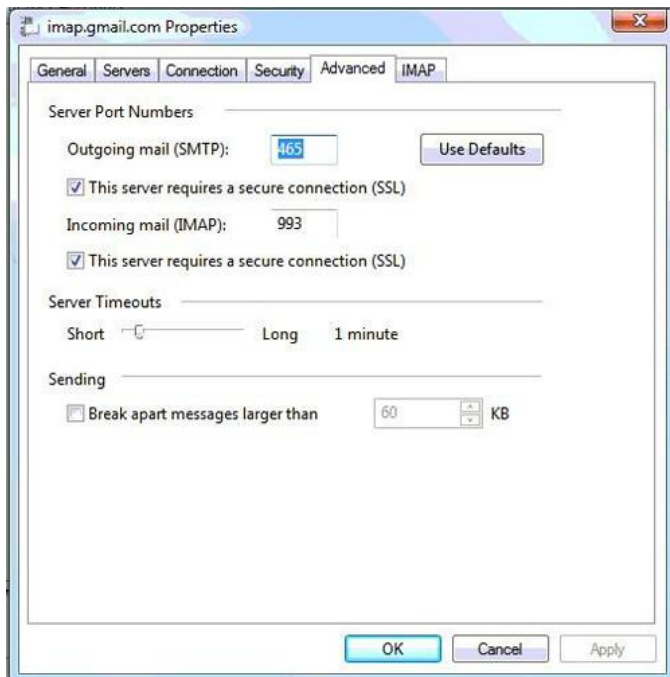
CONGRATULATIONS You are now able to send and receive e-mail from your cfu.net account using Windows Mail.

IMAP SETTINGS

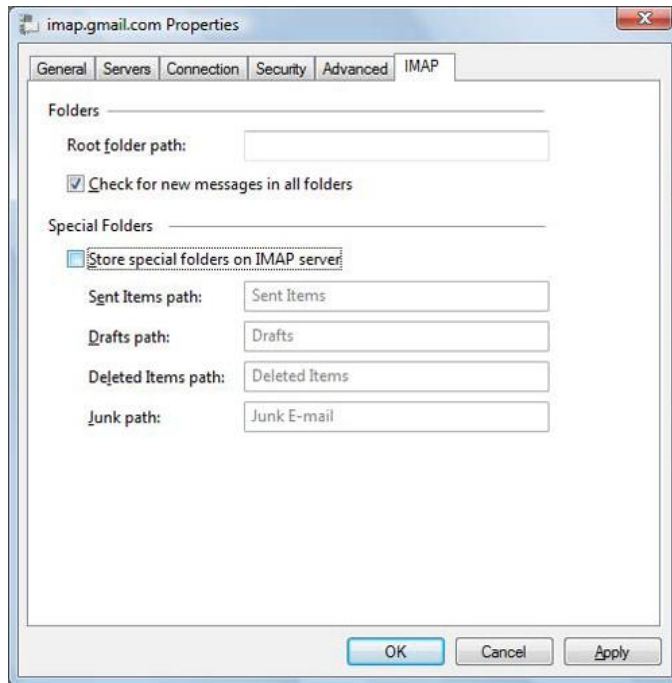
STEP 4 Under the Servers tab, change Incoming mail to **imap.gmail.com** and Outgoing mail to **smtp.gmail.com**. Add **@cfu.net** to the e-mail username. Check the box next to "**My server requires authentication.**" Click the **Advanced** tab to continue to the next step.



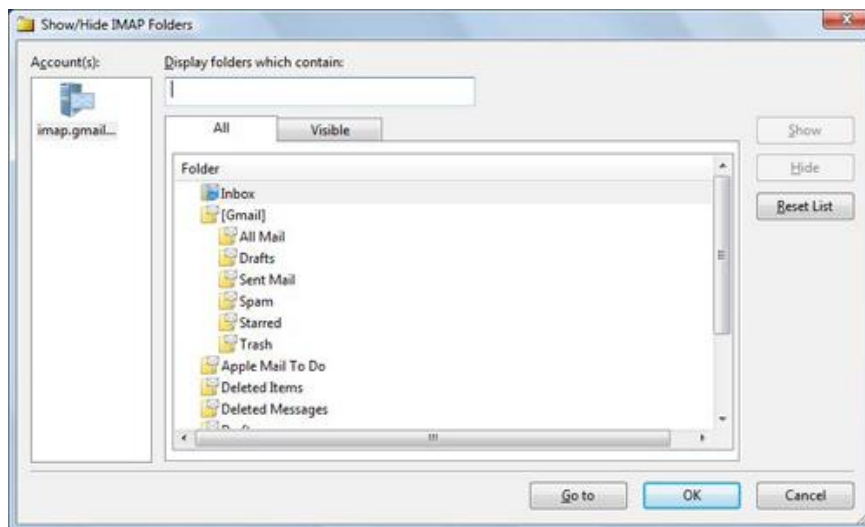
STEP 5 Under the Advanced tab, change Outgoing mail to **465** then check the box next to "This server requires a secure connection." Click the **IMAP** tab to continue to the next step.



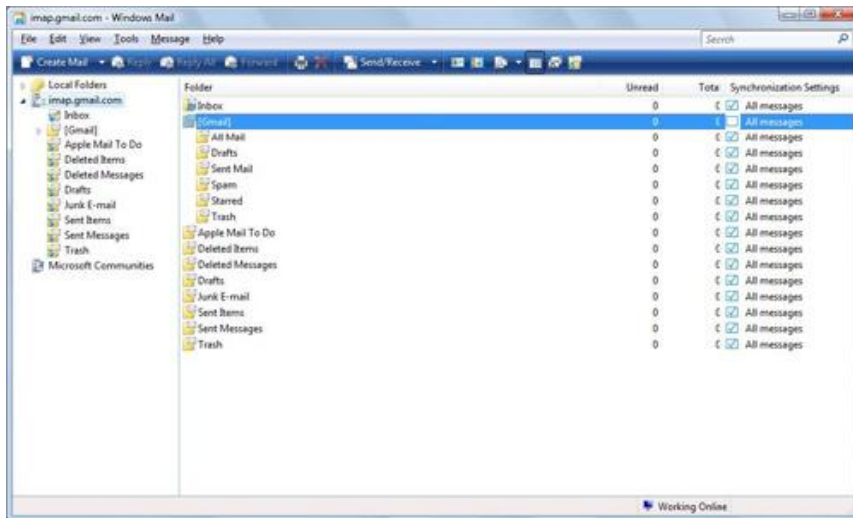
STEP 6 Click the **IMAP** tab and uncheck the box next to "Store special folders on IMAP server." Then click **OK**, then **Close** to close the Internet Accounts window.



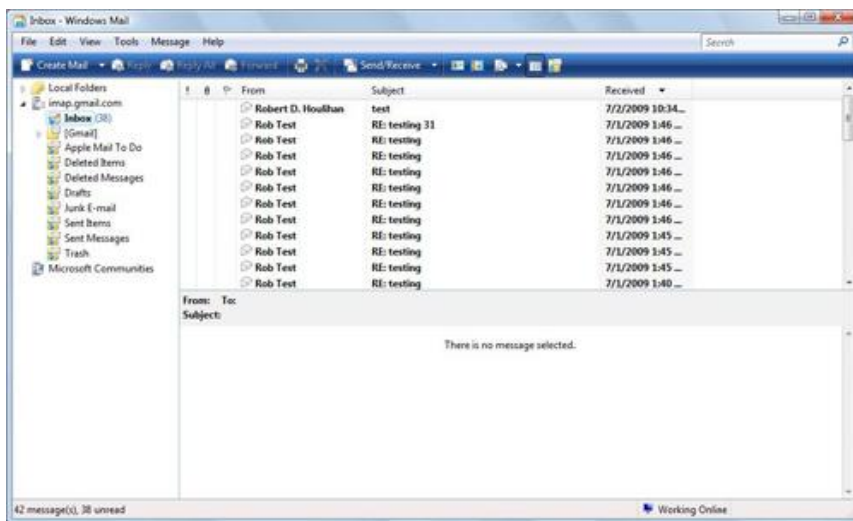
STEP 7 The Show/Hide IMAP folders window may appear, if so, select the inbox icon and click **OK**. If it does not show up, continue to step 8.



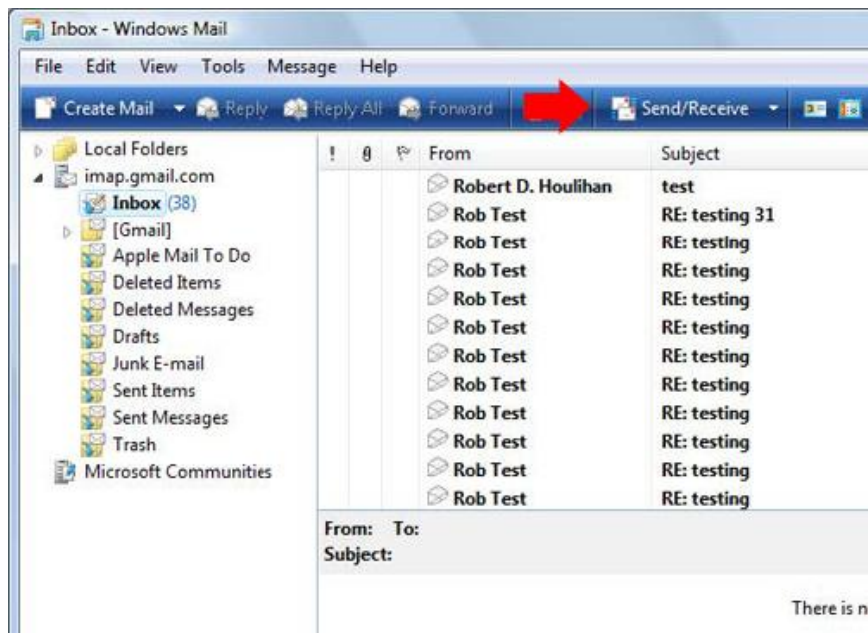
STEP 8 Select the **imap.gmail.com** folder in the left pane, then select **[Gmail]** in the right pane. Uncheck the box next to "All Messages" on the highlighted row.



STEP 9 Click the **Inbox** icon on the left side of your screen and you should see your inbox populate. This may take a few minutes depending on how many messages you have in your inbox.



STEP 10 Click the **Send/Receive** button to test your account settings.



[Click here](#) if an error message appears.

CONGRATULATIONS You are now able to send and receive e-mail from your cfu.net account using Windows Mail.