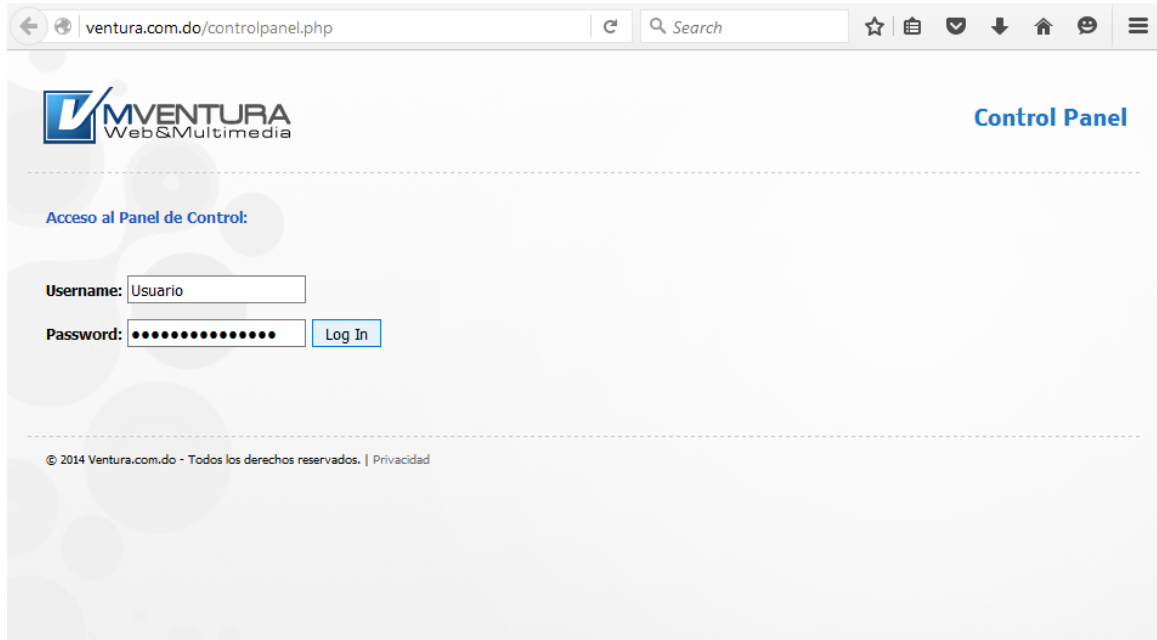




*Configuración de cuentas de correo
Vía Panel de Control*

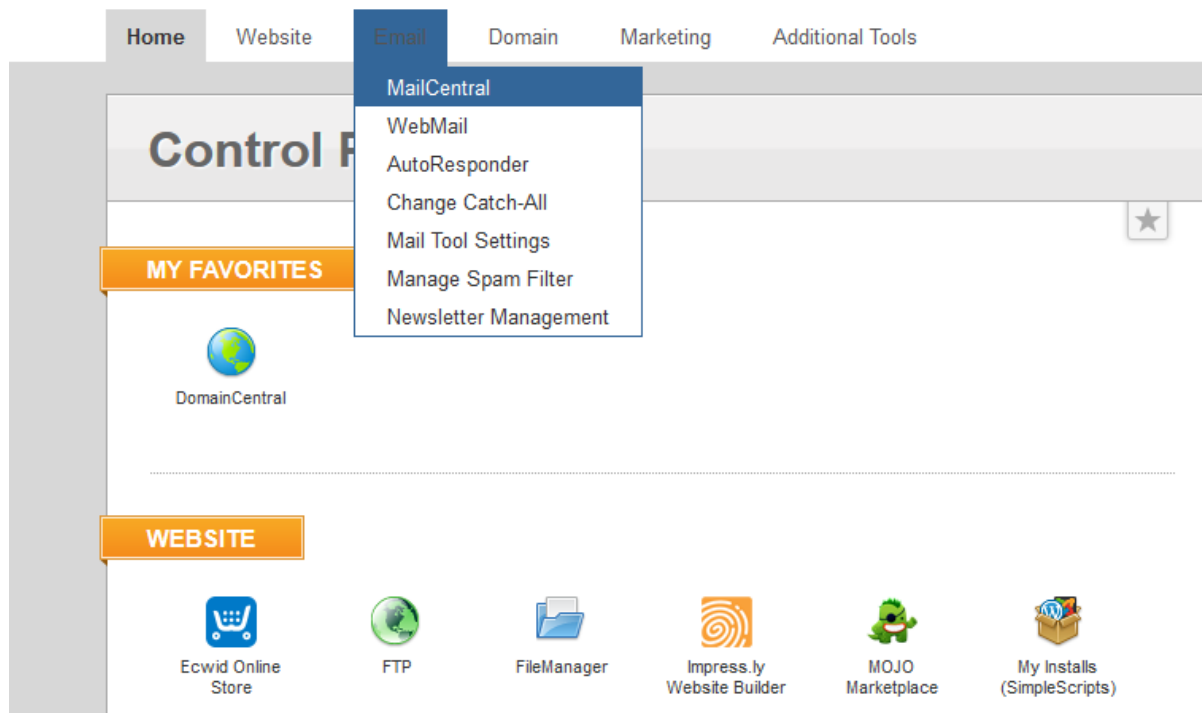
Creación de correos en Panel de Control

Acceder a: <http://ventura.com.do/controlpanel>

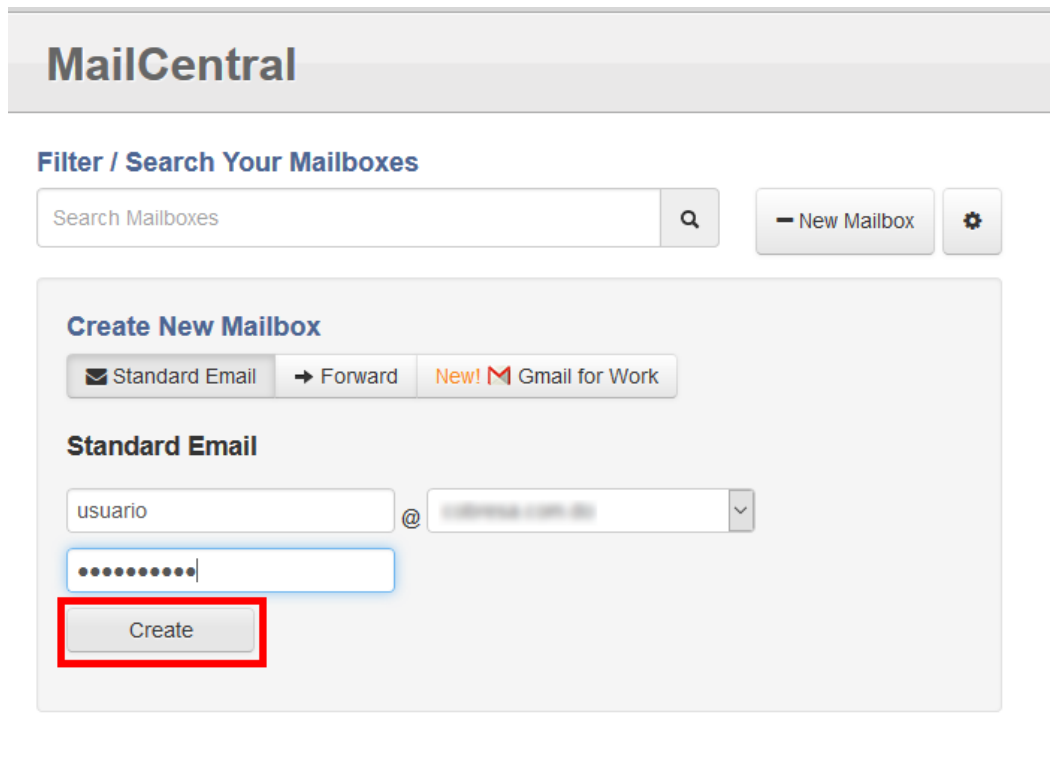


The screenshot shows the login page of the Ventura Control Panel. At the top, there is a browser address bar with the URL 'ventura.com.do/controlpanel.php' and a search bar. Below the browser bar, the Ventura logo (a stylized 'V' with 'MVENTURA Web & Multimedia' text) is on the left, and 'Control Panel' is on the right. The main section is titled 'Acceso al Panel de Control:'. It contains a 'Username:' field with the placeholder text 'Usuario', a 'Password:' field with masked characters, and a 'Log In' button. At the bottom, there is a copyright notice: '© 2014 Ventura.com.do - Todos los derechos reservados. | Privacidad'.

1. Ir a la Pestaña de Email -> Email Central



2. Introducir el nombre de usuario la contraseña a crear y hacer clic en Create.



The image shows the MailCentral web interface. At the top is the 'MailCentral' header. Below it is a section titled 'Filter / Search Your Mailboxes' containing a search bar and buttons for 'New Mailbox' and settings. The main section is 'Create New Mailbox', which has three tabs: 'Standard Email', 'Forward', and 'New! Gmail for Work'. The 'Standard Email' tab is active. It contains a form with a username field (pre-filled with 'usuario'), a domain dropdown menu, a password field (masked with dots), and a 'Create' button. The 'Create' button is highlighted with a red rectangular border.

Una vez realizado, en aproximadamente 30 minutos su cuenta será activada y lista para su uso.

Configuración de correo en Outlook

Pasos para la configuración del correo en Outlook

3. Open **Outlook**.
4. Click **File**.
5. Click **Info**.
6. Click **Add Account**.
7. Choose **Manual setup or additional server types**.
8. Click **Next**.
9. Choose **POP**.
10. Click **Next**.
11. Fill in the following information:
 - **Your Name:** The name to display on your email.
 - **Email Address:** Your full email address (usuario@dominio.com)
 - **Account Type:** POP
 - **Incoming Mail Server:** 65.254.250.102
 - **Outgoing Mail Server (SMTP):** 65.254.250.102
 - **User Name:** Your full email address (usuario@dominio.com)
 - **Password:** Your emailpassword
 - **Remember Password:** We recommend having this checked.
 - **Require login using Secure Password Authentication (SPA):** We recommend having this unchecked.
12. Click **More Settings**.
13. Click **Outgoing Server**.
14. Check **My outgoing server (SMTP) requires authentication**.
15. Select **Use the same settings as my incoming mail server**.
16. Click **Advanced**.
17. Fill in the following information:
 - **Incoming Server (POP Port):** 110
 - **Use the following type of encrypted connection (Incoming):** Optional. If enabled, change Incoming Server (POP Port) to 995.
 - **Outgoing Server (SMTP Port):** 587
 - **Use the following type of encrypted connection (Outgoing):** Optional. If enabled, change Outgoing Server (SMTP Port) to 465.
18. Click **OK**.
19. Click **Next**.
20. Click **Finish** to complete the set-up.

GUIA VISUAL DE CONFIGURACIÓN

Add Account [X]

Auto Account Setup
Manual setup of an account or connect to other server types.

☐ **E-mail Account**

Your Name:
Example: Ellen Adams

E-mail Address:
Example: ellen@contoso.com

Password:

Retype Password:
Type the password your Internet service provider has given you.

☒ **Manual setup or additional server types**

< Back Next > Cancel

Add Account [X]

Choose Service

☐ **Microsoft Exchange Server or compatible service**
Connect to an Exchange account to access email, calendars, contacts, tasks, and voice mail

☐ **Outlook.com or Exchange ActiveSync compatible service**
Connect to a service such as Outlook.com to access email, calendars, contacts, and tasks

☒ **POP or IMAP**
Connect to a POP or IMAP email account

< Back Next > Cancel

Change Account

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

User Information
Your Name: maykoll
E-mail Address: maykoll@dominio.com

Server Information
Account Type: POP3
Incoming mail server: 65.254.250.102
Outgoing mail server (SMTP): 65.254.250.102

Logon Information
User Name: maykoll@dominio.com
Password: *****
☒ 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 ...
☒ Test Account Settings by clicking the Next button

More Settings ...

< Back Next > Cancel

Click **More Settings ...**

Change Account

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

User Information
Your Name: maykoll
E-mail Address: maykoll@dominio.com

Server Information
Account Type: POP3
Incoming mail server: 65.254.250.102
Outgoing mail server (SMTP): 65.254.250.102

Logon Information
User Name: maykoll@dominio.com
Password: *****
☒ Remember password
☐ Require logon using Secure Password Authentication (SPA)

Internet E-mail Settings
General Outgoing Server Connection Advanced
☒ My outgoing server (SMTP) requires authentication
☒ Use same settings as my incoming mail server
☐ Log on using
User Name:
Password:
☒ Remember password
☐ Require Secure Password Authentication (SPA)
☐ Log on to incoming mail server before sending mail

More Settings ...

OK Cancel

