

Accessing E-mail from Home

Many Extension staff ask about using Eudora at home to access their e-mail. Due to our licensing agreement, we can't give away the Eudora Pro software for home use. However, there are many options available for accessing your e-mail from home.

Our system uses the Post Office Protocol (POP) which enables any properly configured e-mail software to access your account (as long as you have the username and password.) Software like Netscape Messenger can be used to check your mail. Additionally, Eudora is available for download on the internet in three versions (a lite mode with some missing functionality, a full-version sponsored mode with small ads like banner ads on websites, or a full-version paid mode which you must purchase.) **The CIT office recommends that you download and install Eudora, since users are already familiar with it and you can download the UNHCE address book.**

What do you need to do?

- 1) Download / Install e-mail software (Eudora can be downloaded from www.eudora.com)
- 2) Configure account information:
The method will vary with different software, but the pertinent information is that the Server Name is ceunh.unh.edu , the User Name is the first letter of your first name and your full last name (i.e., jdoe), the reply-to address is firstname.lastname@unh.edu
- 3) There is an issue related to leaving mail on the server. Most Extension staff have Eudora at the office configured to retrieve a copy of their messages from the server and then leave another copy on the server for a set number of days before it's deleted. If you configure both a home e-mail program and your Eudora at work to do this, you will see every e-mail message at each computer. If you prefer, you can change the settings at one computer to delete messages from the server after they've been retrieved to the computer, or after they have been deleted and emptied from the trash. This would prevent messages that you've already received or dealt with from being displayed on the other computer. This is a decision for each user, based on his/her preferences. Eudora options are configured by selecting Tools > Options from the task menu.

If you have any questions related to this, please call the Computer / Technology Support Hotline at **862-0351**.