

# Adding more security to your Digital Towpath Email

## The Setup

Digital Towpath has added security to our email service which will add encryption to your messages so that communication between your computer and the DTP Email server is secured and you no longer need to use Port 25 for outgoing messages. This port is being blocked by some ISPs and will most likely be blocked by more in the future. Use the following settings when you set up your account in Outlook:

The screenshot shows the 'Change Account' dialog box in Outlook. The 'Internet E-mail Settings' tab is selected. The 'User Information' section has fields for 'Your Name' and 'E-mail Address' (youraccount@yourdomain.org). The 'Server Information' section has 'Account Type' set to POP3, 'Incoming mail server' set to mail.digitaltowpath.org, and 'Outgoing mail server (SMTP)' set to mail.digitaltowpath.org. The 'Logon Information' section has 'User Name' set to youraccount@yourdomain.org and a password field. There are checkboxes for 'Remember password' and 'Require logon using Secure Password Authentication (SPA)'. A 'Test Account Settings...' button is also present. A blue arrow points from the text 'Incoming and Outgoing servers are BOTH: mail.digitaltowpath.org (not your own domain)' to the outgoing mail server field. Another blue arrow points from the text 'Use your full account name, not just the part before the “@”. This time, use your own domain, not digitaltowpath.org.' to the user name field. A third blue arrow points from the text 'Select this button to open the Internet Email Settings dialog and set the following on the indicated tabs.' to the 'More Settings...' button.

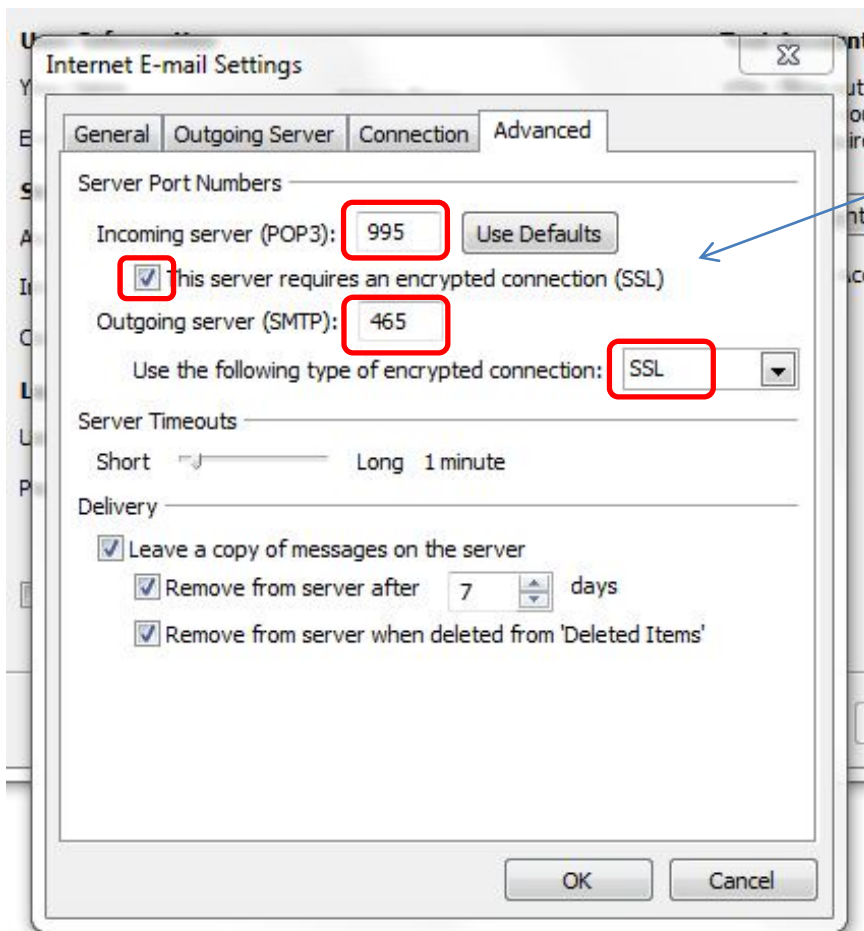
Incoming and Outgoing servers are BOTH:  
**mail.digitaltowpath.org**  
(not your own domain)

Use your full account name, not just the part before the “@”.  
**This time, use your own domain, not digitaltowpath.org.**

Select this button to open the Internet Email Settings dialog and set the following on the indicated tabs.

Check the first box and the first radio button on this page.

The screenshot shows the 'Internet E-mail Settings' dialog box in Outlook, with the 'Outgoing Server' tab selected. The 'General' tab is also visible. The 'Outgoing Server' tab has a checkbox 'My outgoing server (SMTP) requires authentication' which is checked. Below it are two radio buttons: 'Use same settings as my incoming mail server' (selected) and 'Log on using'. There are fields for 'User Name' and 'Password'. There is a checkbox 'Remember password' which is checked. There is a checkbox 'Require Secure Password Authentication (SPA)' which is unchecked. There is a radio button 'Log on to incoming mail server before sending mail' which is selected. A red circle highlights the 'My outgoing server (SMTP) requires authentication' checkbox and the 'Use same settings as my incoming mail server' radio button.



Note the port settings, checkbox and choice from the dropdown. All need to be set.

The settings on the bottom half of this page are optional. Use whatever works for you.

Leaving a copy on the server for a short time will give you the security of a backup (during the time period that you have set).

Too long a time set here, though, could retain messages that should have been purged.

## The Result

Using your DTP Email account with these settings will encrypt all messages as they go to the server for distribution and as they come from the server to your computer. And, if the account you are conversing with is also a DTP Email account, this encryption will apply to messages as they travel from your computer to the recipient's computer and visa-versa.

## Webmail\*

Enter *mail.digitaltowpath.org* in your browser's address bar to reach the Zimbra log in screen. From the log in screen on, there is no change in the procedure previously used. In the Username field, enter your full email address, including the "@yourdomain.org(or .com, .us, .gov)" portion, and then enter your email password and select "Log In" to reach your webmail account.

This new procedure will protect you while you send or receive email – and while you read messages.

\*When accessing your webmail, you can enter either *mail.digitaltowpath.org* or *mail.yourdomain.org* in your browser's address bar to get to the Zimbra log in screen. However, if you use your own domain, you will be presented with a security warning that tells you the certificate doesn't match the domain you've used. You can accept this condition without risk. Using *mail.digitaltowpath.org* will **not** cause this behavior, and so, is preferable.