

Using Netscape Mail to access your GroupWise Email via IMAP

There are two basic steps to setting up Netscape Mail to manage your GroupWise account:

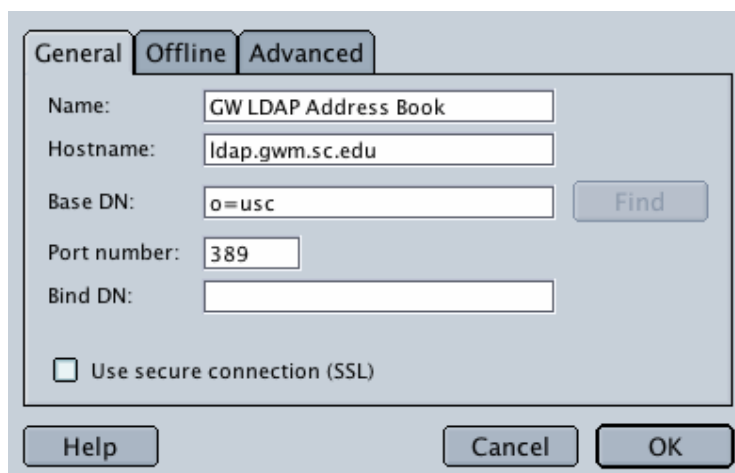
1. Configure Netscape Mail to IMAP your GroupWise Account — This will allow you to use Netscape Mail to retrieve and manage your GroupWise account.
2. Configure Netscape Mail to read the GroupWise LDAP Address Book — The GroupWise LDAP address book is a replica of the USC Novell GroupWise System Address Book. The LDAP Address book makes it easy to locate people and address items to people in the GroupWise Address Book.

Configuring Netscape Mail to IMAP your GroupWise Account

1. From within Netscape, choose **Mail**.
2. Follow the wizard prompts to setup mail.
3. Choose **IMAP** as the incoming server type.
4. When prompted for the incoming server, type **mailbox.gwm.sc.edu**.
5. For the outgoing server, type **smtp.sc.edu** if you are on the USC campus. If you are off campus, you must use the smtp server of your ISP.
6. When the wizard is complete, press **Finish**.

Configuring Netscape Mail to access the GroupWise LDAP Address Book

1. From within Netscape, choose **Edit, Mail & Newsgroups Account Settings**.
2. Choose **Addressing** from the list of items located beneath your GroupWise account name.
3. Choose **Use a different LDAP server**.
4. Click on **Edit directories** and click **Add**.
5. Enter **GW LDAP Address Book** for the name.
6. Type **ldap.gwm.sc.edu** for the Hostname.



The image shows a dialog box for configuring an LDAP address book in Netscape Mail. The dialog has three tabs: 'General', 'Offline', and 'Advanced'. The 'General' tab is selected. The fields are as follows:

- Name: GW LDAP Address Book
- Hostname: ldap.gwm.sc.edu
- Base DN: o=usc
- Port number: 389
- Bind DN: (empty)
- Use secure connection (SSL):

There is a 'Find' button next to the Base DN field. At the bottom of the dialog are 'Help', 'Cancel', and 'OK' buttons.

7. For the Base DN, type **o=usc** (all alpha characters, all lowercase).
8. Press **OK**.
9. For Select an LDAP Directory Service, select GW LDAP Address Book.
10. Press **OK** twice.
11. Press Compose to begin a new mail message.
12. Select Address.
13. Change the **Look In** to **GW LDAP Address Book**.
14. In the **For:** field, enter the desired name and press **Return**.
15. Select the correct name from the search result and press To, Cc or Bcc.
16. Press **OK** when addressing is complete to return to the email message.

Computer Services

<https://cshelpdesk.csd.sc.edu>

<http://www.csd.sc.edu/groupwise/>

803-777-1800