

To change the mail server in Outlook 2000 (newer versions of Outlook may follow the Outlook Express instructions more closely):

In Outlook 2000, click on TOOLS & select SERVICES.

Highlight your gtmc Internet E-Mail Account.

Click on Properties.

Click on the Servers tab.

Change the Outgoing mail to:
smtp.gtmc.net

Hit the Apply button at the bottom of the window.

Hit OK.

You will get a message:

“The configuration changes you have made will not take effect until the next time you log on to Internet E-mail.”

Click OK

Click OK again & close out of Outlook.

When you go back into Outlook, the changes should take effect.