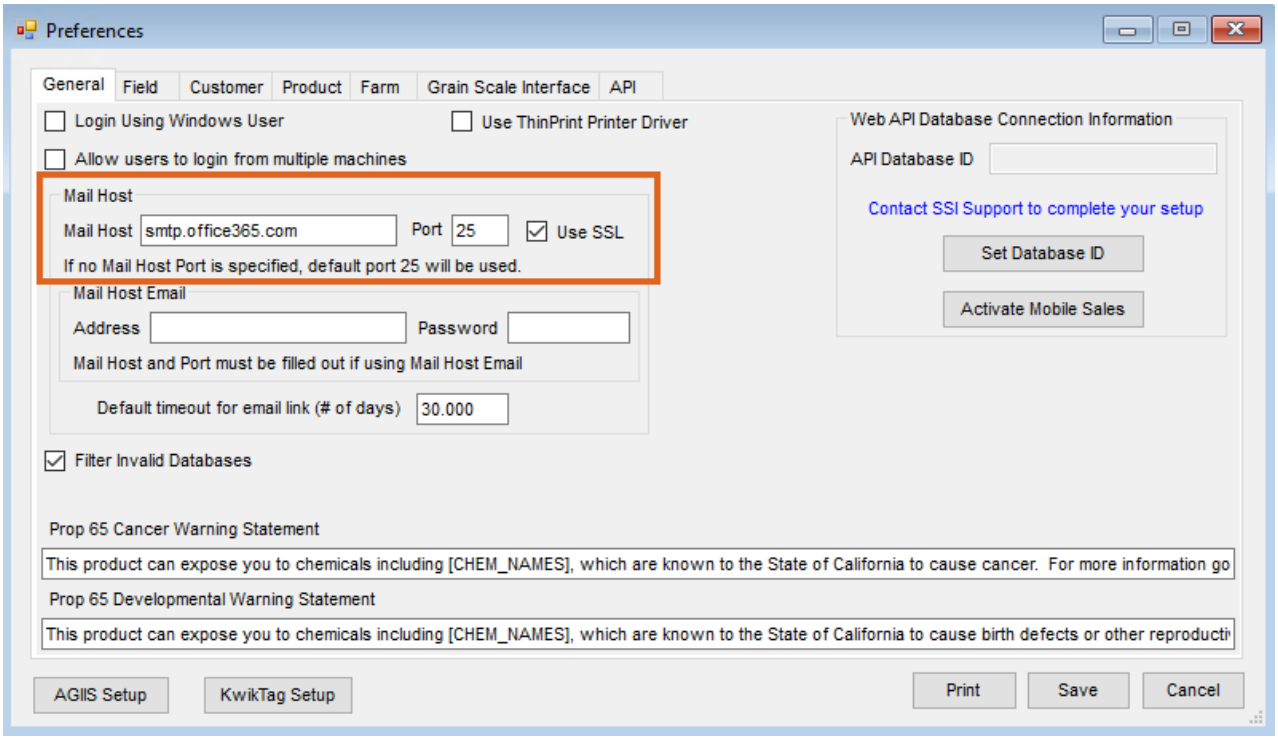
Setting Up Email Capability in Agvance

Last Modified on 03/15/2023 7:56 am CDT

Emails can be sent from Agvance by setting up the *Mail Host* information on the *Company Preferences* window.

Setting Up the Mail Host

To send e-mails from Agvance, a *Mail Host* address must be entered at *Hub / Setup / Company Preferences*.

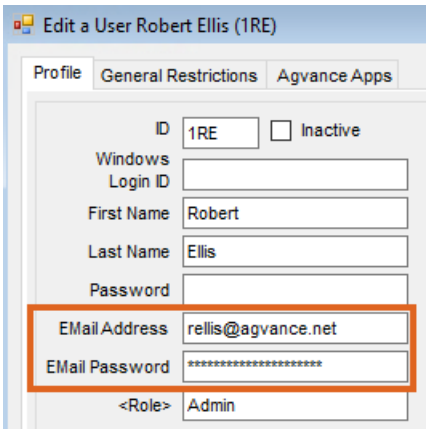


Note: the *Mail Host* address can usually be found by searching the domain name (the last part of the email address, i.e. *gmail.com*) at http://mxtoolbox.com. This site can often discover the IP address of the *Mail Host*, which is also usable.

Note: You may need to contact your IT provider to help you gather this information.

Setting up Individual User Email Accounts

Agvance users will need to enter their respective e-mail addresses and passwords on the *Profile* tab at *Hub / Setup / Users*.


Edit a User Robert Ellis (1RE)
Profile
General Restrictions
Agvance Apps
ID
1RE
Inactive
Windows Login ID
First Name
Robert
Last Name
Ellis
Password
EMail Address
rellis@agvance.net
EMail Password
<Role>
Admin