



# Thames Valley

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## COMMUNICATIONS

A Division of Groton Utilities

## How to add news groups to Outlook Express

Open Outlook Express and click on **TOOLS; ACCOUNTS**.

Next click on the **NEWS TAB** on the right click on **ADD; NEWS**

The wizard will appear and ask for your name, enter your name and click next.  
Next it will ask for your email address. Enter the full email address  
(ex: [johndoe345@tvconnect.net](mailto:johndoe345@tvconnect.net)) and click next.

The ISP server name is **news.isp.giganews.com**. You do not need to login so you can leave the box *unchecked*, click *next* and *finished* on the next screen and you are all set.

When you click *OK* to leave the accounts window you will be asked if you want to download the news groups, click *OK*, but note this can take a long time to complete.

Please note that now you have an extra item in your folder view on the right under local folders that says *news.isp.giganews.com* this is where you go to view and subscribe to news groups.

*Thames Valley Communications is not liable for any viruses or any other malicious attacks to your computer as a result of subscribing to any news group. Please be cautious when using news groups!*