

How to Setup Thunderbird™ to Migrate from MySBmail to Gmail™

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In this document, you will learn how to:

1. Enable IMAP in Gmail.
2. Set up MySBmail as a new account on Thunderbird
3. Set up Gmail as a new account on Thunderbird
4. Drag and drop your MySBmail messages into Gmail

About Thunderbird

Thunderbird is a free email client that works with Windows, Mac OS X, and Linux and is available in many languages. An email client is software that “lives” on your computer. The email client can allow you to send and receive emails from multiple web-based email accounts.

Download the software to your own computer at: <http://www.mozilla.org/en-US/thunderbird/>
Thunderbird for systems and languages: <http://www.mozilla.org/en-US/thunderbird/all.html>

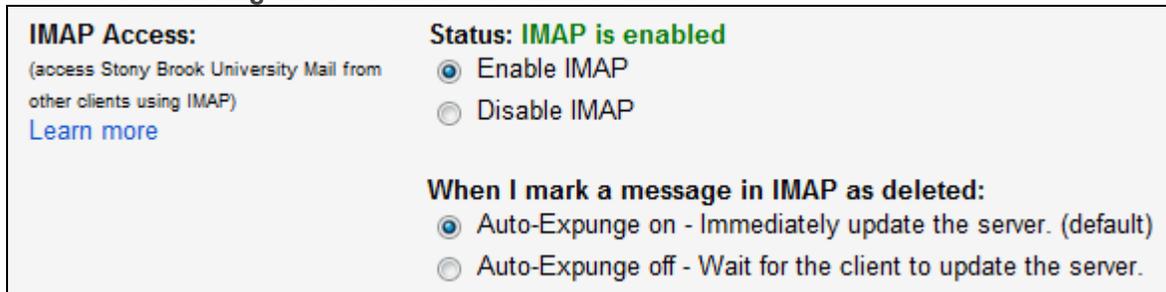
*Make sure you have the latest version of Thunderbird to follow the directions below. If you already have Thunderbird on your personal computer, you can make sure you have the latest version by going to Help > About Thunderbird. You will be prompted to update if you do not have the latest version.

First, Enable IMAP in Gmail

1. Sign into your Stony Brook Gmail account: www.stonybrook.edu/mycloud with your NetID and NetID password.

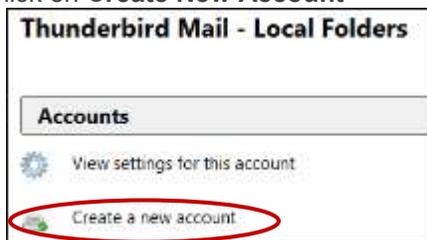


2. Click on the gear and choose **Settings**.
3. Click on “**Forwarding and POP/IMAP**” and **Enable IMAP**.



Second, Set up MySBmail as a New Account on Thunderbird

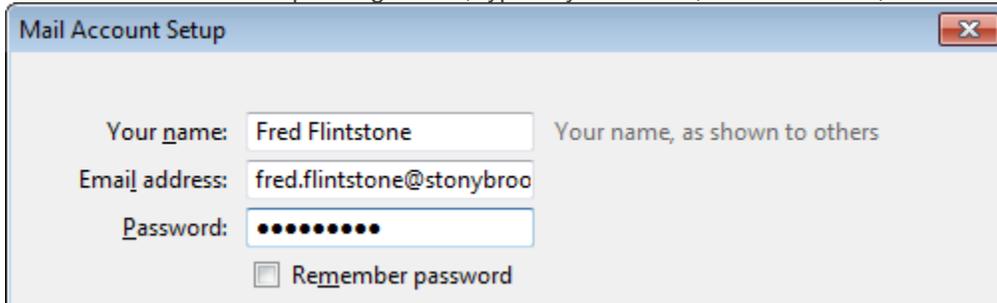
1. Once downloaded from the Mozilla Web site, **open Thunderbird**.
2. Click on **Create New Account**



OR

Or go to **File > New > Existing Email**

3. In the Mail Account Setup dialogue box, type in your Name, Email address, and NetID password.



Mail Account Setup

Your name: Fred Flintstone Your name, as shown to others

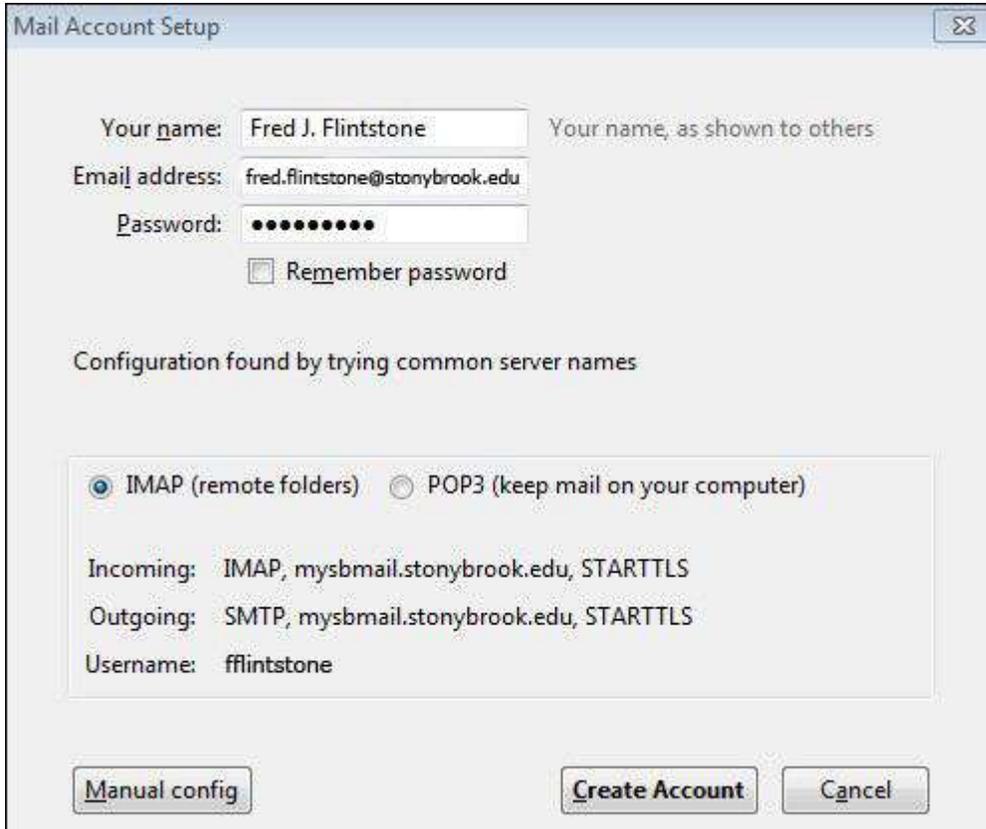
Email address: fred.flintstone@stonybroo

Password: ●●●●●●●●

Remember password

* It is strongly recommended that you do NOT allow Thunderbird to save your passwords for you.

4. Thunderbird will search for the correct configuration. If it finds the correct configuration, click **Create Account**.



Mail Account Setup

Your name: Fred J. Flintstone Your name, as shown to others

Email address: fred.flintstone@stonybrook.edu

Password: ●●●●●●●●

Remember password

Configuration found by trying common server names

IMAP (remote folders) POP3 (keep mail on your computer)

Incoming: IMAP, mysbmail.stonybrook.edu, STARTTLS

Outgoing: SMTP, mysbmail.stonybrook.edu, STARTTLS

Username: fflintstone

Manual config Create Account Cancel

*If it does NOT find the correct configuration (which is likely), type in the correct Server hostnames and choose the correct Ports and SSL settings as depicted:

Mail Account Setup

Your name: Your name, as shown to others

Email address:

Password:

Remember password

Configuration found by trying common server names

	Server hostname	Port	SSL	Authentication
Incoming: IMAP	mysbmail.stonybrook.edu	143	STARTTLS	Normal password
Outgoing: SMTP	mysbmail.stonybrook.edu	25	STARTTLS	Normal password
Username:	fflintstone			

Be sure to put your **NetID** as the username

Advanced config Re-test Create Account Cancel

- Once you have successfully connected, you will see your MySBmail inbox and folders on the left side of the screen. You can click on the Inbox to view your mail.



Third, Set up Gmail as a new account on Thunderbird

1. Go to **File > New > Existing Email Account**
2. Enter your name, Email Address, NetID password

Mail Account Setup

Your name: Fred J. Flintstone Your name, as shown to others

Email address: Fred.Flintstone@stonybro

Password: ●●●●●●●●

Remember password

3. Click **Continue**, but note the configuration may fail...this is ok.
4. Manually enter the configuration in the Mail Account Setup dialogue box as depicted below AND put your **EPO (firstname.lastname@stonybrook.edu)** in the username field:

Mail Account Setup

Your name: Fred Flintstone Your name, as shown to others

Email address: fred.flintstone@stonybro

Password: ●●●●●●●●

Remember password

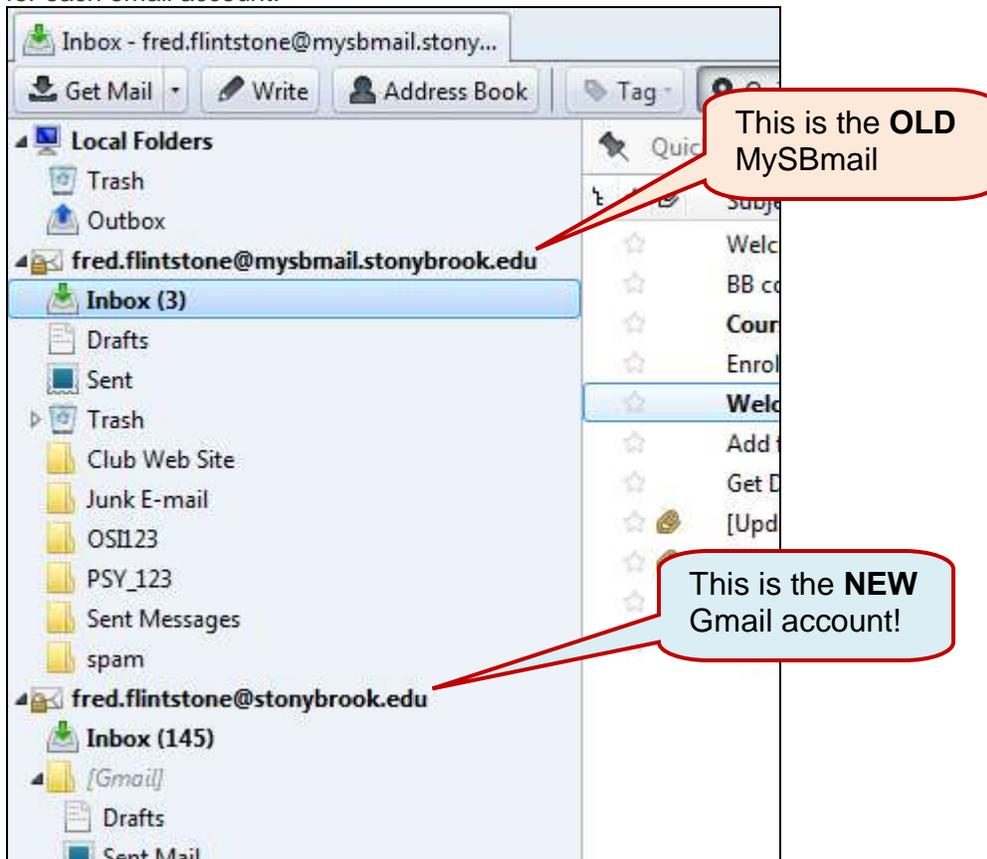
	Server hostname	Port	SSL	Authentication
Incoming: IMAP	imap.gmail.com	993	SSL/TLS	Normal password
Outgoing: SMTP	smtp.gmail.com	465	SSL/TLS	Normal password
Username:	fred.flintstone@stonybrook.edu			

Advanced config Re-test Create Account Cancel

* Another Outgoing port you can use is 587 TLS
You can also use *imap.googlemail.com* and *smtp.googlemail.com*

5. Then click **Create Account**.

6. You have successfully added 2 email accounts to the Thunderbird client when you see “sent”, folders, “trash”, etc for each email account:



Finally, Drag and Drop your MySBmail Messages to Gmail

1. Click on the MySBmail inbox to view your messages.
2. Select a message and drag it to your Gmail inbox.
 - a. You can also drag messages to specific Gmail folders.
 - b. You can drag MySBmail folders to Gmail as well.