


INSTALLING THE FIRSTCLASS CLIENT SOFTWARE

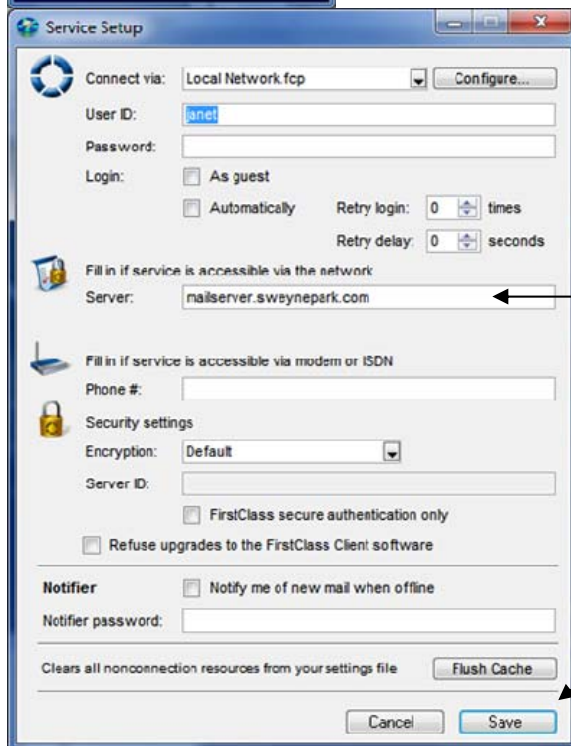
1. Download the software from sweynepark.com, Useful Links, FirstClass Client
2. Double click the icon shown to begin the installation process and follow the on screen instructions, typing your name and company name (SPS) when prompted. 
3. When setup is complete, (it takes only a minute) double click the FIRSTCLASS icon on your desktop to reveal the login screen shown below.



Click the Advanced button to access further options.



Click the Setup button to open the screen shown below.



Enter:
Mailserver.sweynepark.com

Then click the 'Save' button.
You can now log on using
your FIRSTCLASS user ID
and password.