



How to Setup MS Outlook 2007 to 2010 for SMS

Step 1:

Go to www.outlook2007sms.net (it is recommended you bookmark this page for future use) and enter your username, password and the validation code. If you do not yet have a username and password, go to <http://www.redcoal.com/quickStart.aspx> and sign up for a trial account.

SMS for MS Outlook 2007 by Redcoal

- Allows organisations to quickly and easily connect from MS Outlook 2007.
- Provides organisations with a convenient way for internal and external communication

[Click here to sign up for a free trial account](#)

Features

Advanced account administration tools:
Allows account administrators to allocate messages and generate usage reports, providing full visibility of monthly SMS spend.

Flexible Reply Options:
Receive replies in your email inbox or mobile phone designated groups.

Schedule SMS:

Step 2:

Click on the link in the top left hand corner of the screen labelled Add as an Outlook Account.

User Info

[MS Outlook 2007 SMS setup instructions](#)

[Add as an Outlook Account](#)

Profile

Username: ben.king@team.redcoal.net
Mobile Number: 0422993664
Message Credits: [My Account](#)

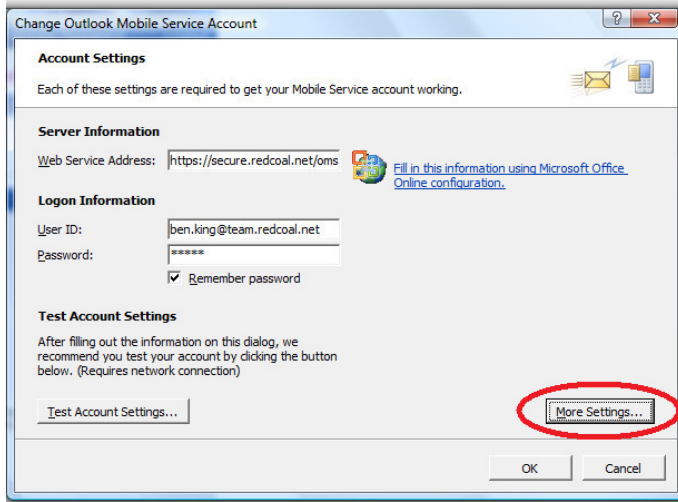
redcoal Pricing

Pre-Pay Packages for EmailSMS and SMS-Communicator

Package	No of SMS	Price per SMS	Total
1000 Message Credits	250	0.236	59
2000 Message Credits	500	0.22	110
5000 Message Credits	1250	0.192	240

Step 3:

Simply enter your details in the field below and click More Settings.



Change Outlook Mobile Service Account

Account Settings
Each of these settings are required to get your Mobile Service account working.

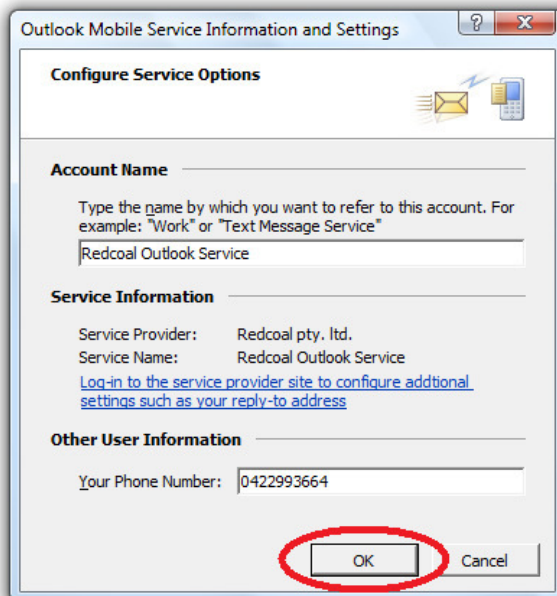
Server Information
Web Service Address: [Fill in this information using Microsoft Office Online configuration.](#)

Logon Information
User ID:
Password:
 Remember password

Test Account Settings
After filling out the information on this dialog, we recommend you test your account by clicking the button below. (Requires network connection)

Step 4:

Enter your mobile phone number and click OK.



Outlook Mobile Service Information and Settings

Configure Service Options

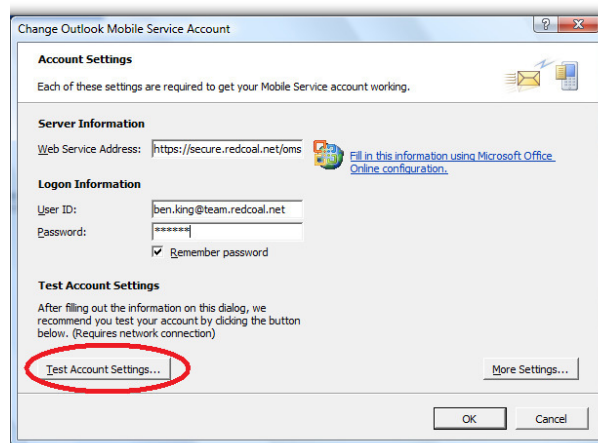
Account Name
Type the name by which you want to refer to this account. For example: "Work" or "Text Message Service"

Service Information
Service Provider: Redcoal pty. Ltd.
Service Name: Redcoal Outlook Service
[Log-in to the service provider site to configure additional settings such as your reply-to address](#)

Other User Information
Your Phone Number:

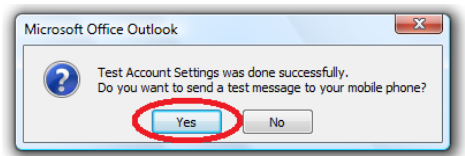
Step 5:

Click on the Test Settings button. If the test is successful, simply click select whether you wish to send a test SMS to your mobile phone and click the OK button to update your settings. If it is unsuccessful, simply follow the instruction given.



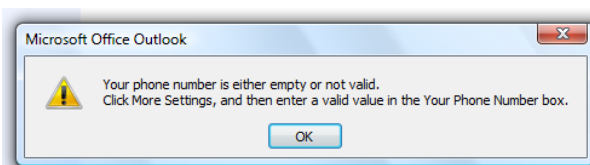
Step 6:

If the test is successful, you will receive the message below. Simply click Yes and then click OK to update the settings. You will now be able to send SMS from Outlook. For information on how to use the SMS functionality in Outlook 2007 to 2010, simply go to <http://messaging.office.microsoft.com/Resources/en-US/Demo.swf>



For a more extensive demonstration, simply go to <http://office.microsoft.com/training/training.aspx?AssetID=RP102339211033&CTT=6&Oriqin=RC102339221033>

If the test unsuccessful and returns the message below, simply click OK -> More Settings and enter your mobile phone number. Once this is completed, simply repeat Steps 5 and 6 until the test is successful.





If the test returns the result below, simply click OK and make sure your username and password is correct, then simply repeat Steps 5 and 6 until the test is successful.

