**How to add domain manually in Smartermail 16.**

1. **Login into SmarterMail 16**  with the **domain administrator** user.
2. Once you are logged into SmarterMail web interface, you will see the SmarterMail 16 screen as below. Click on the **New** button as shown below. This will open a new prompt.



1. Fill up the following details in add domain prompt.

**Name** - This is your fully qualified domain name (FQDN) e.g. test.com.
**Hostname** - Optional [It will be added automatically]
**Folder** - Optional [It will be added automatically]
**Domain Administrator Username** - The Domain Administrator user has more privileges than other users. This user has access to domain reports regarding space usage.
**Domain Administrator Password** - The password for the Domain Administrator.

Click on the **Save** button.



1. After completing the above steps you will see domain manage settings. The default settings should work with no issues. Make sure **Require SMTP Authentication** is checked.



1. You can set the **limit** for your domain like **disk space, users, user aliases etc**. 
2. All other settings are **optional**. You can **set** them up as per your requirement or **leave** the default settings as they are. Click on **Save** to apply the changes in SmarterMail.

