

[Tech Note 763](#)

HMI Reports: Changing the SMTP Server Default Port

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Introduction

In some cases, the SMTP Server (email server) is configured to send email on a port other than Port 25 (the default port). HMI Reports uses the default port number, but you can easily change the Port number to fit your requirements.

This *Tech Note* describes configuring HMI Reports to send email on a port other than 25 (default port).

Application Versions

- HMI Reports 3.4 SP2 and later

Changing the SMTP Server Port Number

To use a designated Port

1. Open **Report Designer**.
2. Select a report from the **List of Reports** panel and right-click it.

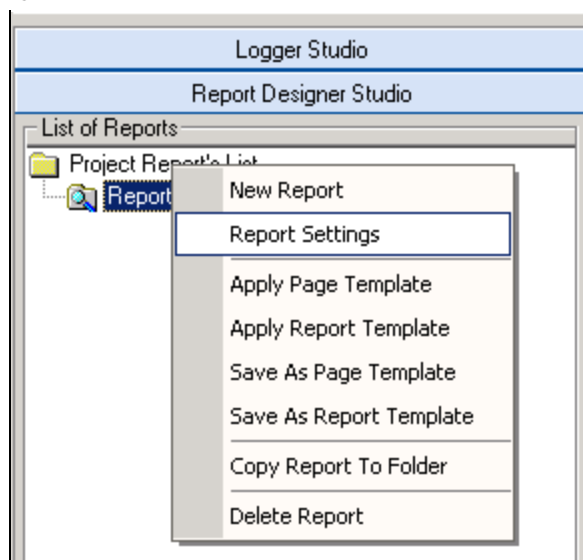


FIGURE 1: REPORT SETTINGS

3. Click **Report Settings**. The **Report Settings** window appears.
4. Click the **Report File Format bar** (Figure 2 below).

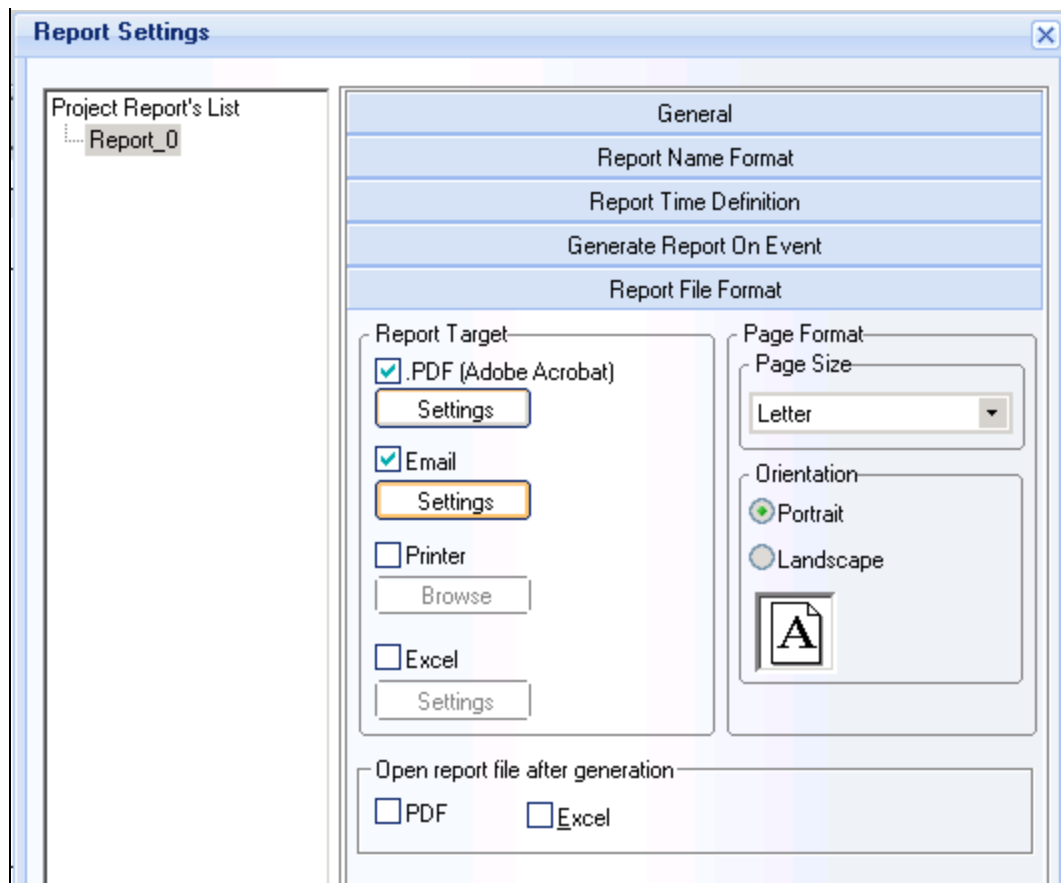


FIGURE 2: REPORT SETTINGS > REPORT FILE FORMAT PANEL

5. Check the **Email** option and click the **Settings** button. Configure your email in this window (Figure 3 below).

Set Report type for emailing

Excel .PDF (Adobe Acrobat)

Mail server login information

SMTP Server

User name

Password

Email sender:

E-mail subject

Email text:

Alias	Email Address
<input type="checkbox"/> user1	user1@dreamreport.net
<input checked="" type="checkbox"/> user2	user2@gmail.com
<input checked="" type="checkbox"/> user3	user3@dreamreport.net

Check All Uncheck All Add Delete Import

OK Cancel

FIGURE 3: SMTP SERVER STRING EXAMPLE

6. In the **Mail server login information** section, type the SMTP Server connection using the syntax shown in Figure 3 (above).

Use a colon character after your email server name, and before your port number. Do not include the angle brackets:

```
mail.<serverName>.net:<Port#>
```

7. Configure the remaining information specific to your server and credentials.

8. Click **OK**, and close the main **Report Settings** window.

You are now ready to send HMI Reports via your email server.

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