Create a new email account

Set up email

You can configure Email for most accounts in just a few steps.

username@example.com

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Manual setup   Next ▶

1. Enter your full **"Email Address"**

2. Enter the password for your **"Email Address"**

3. Tap **"Next"**

4. Choose the type of email account you will be using.

   - **POP3:** POP3 will download the emails from the server and store them on your phone.

   - **IMAP:** IMAP will store the emails on the server and show a cached copy on your phone.

   - **Exchange:** Exchange is not supported as it requires a Microsoft Exchange server
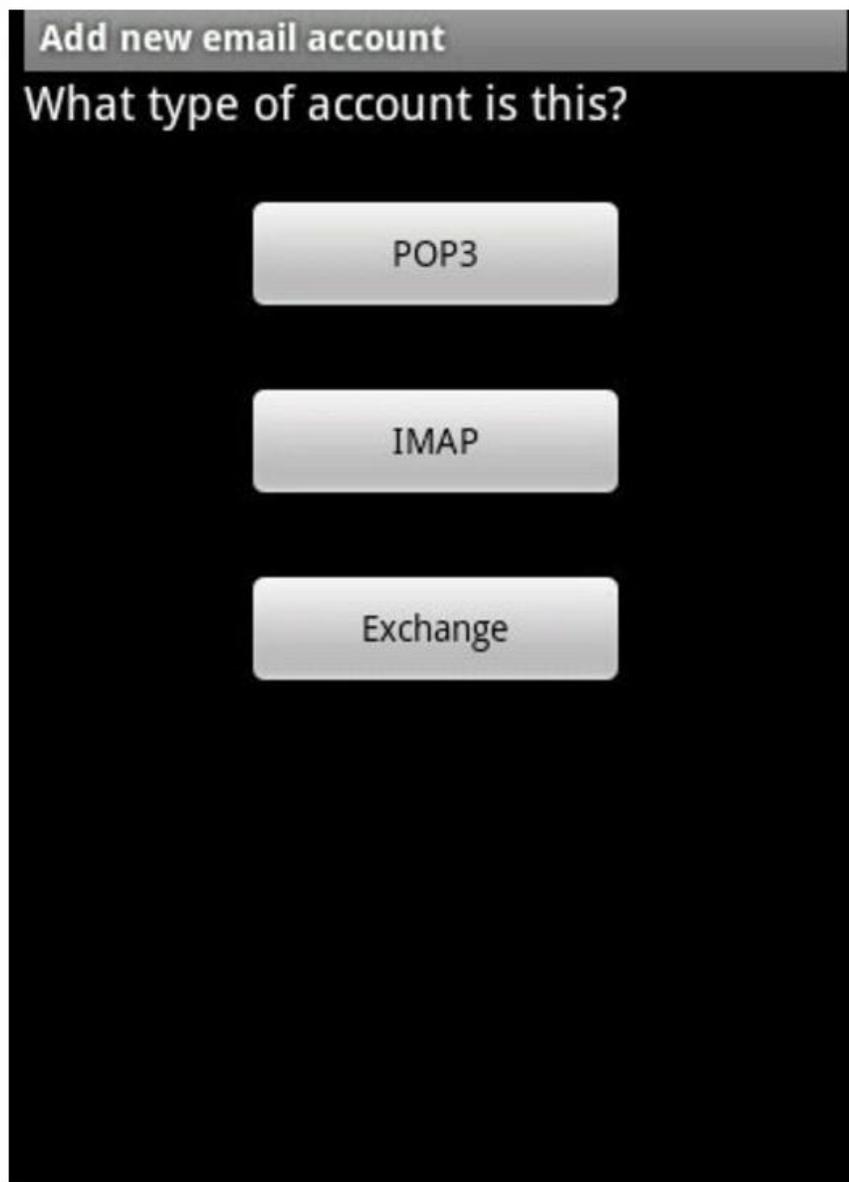
Incoming Server Settings

- **Username:** Please enter your full email address

- **Password:** The password for your email address.

- **IMAP server:** This is typically your domain name preceded by "mail.". This can be found in the E-mail Accounts section of the cPanel, under **"More"** > **"Configure Mail Client"** .

- **Port:**

    - Non Secure (No SSL): 143

    - Secure (SSL): 993

        Note: Using **"SSL (Accept all certificates)** will be more compatible.

- **IMAP path prefix:** Please enter INBOX. This will allow for you to store your Sent, Drafts and Deleted emails on the server.

- Tap **Next**.

Outgoing Server Settings
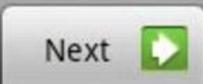
- **SMTP server:** This is typically your domain name preceded by "mail.". This can be found in the E-mail Accounts section of the cPanel, under **"More"** > **"Configure Mail Client"** .

- **Port:**

    - Non Secure (No SSL): 25 or 26

    - Secure (SSL): 465

        Note: Using **"SSL (Accept all certificates)** will be more compatible.

- **Require sign-in** Check this as you will need to authenticate with the SMTP server.

- **Username:** Please enter your full email address

- **Password:** The password for your email address.

- Tap **Next**.

Account Options
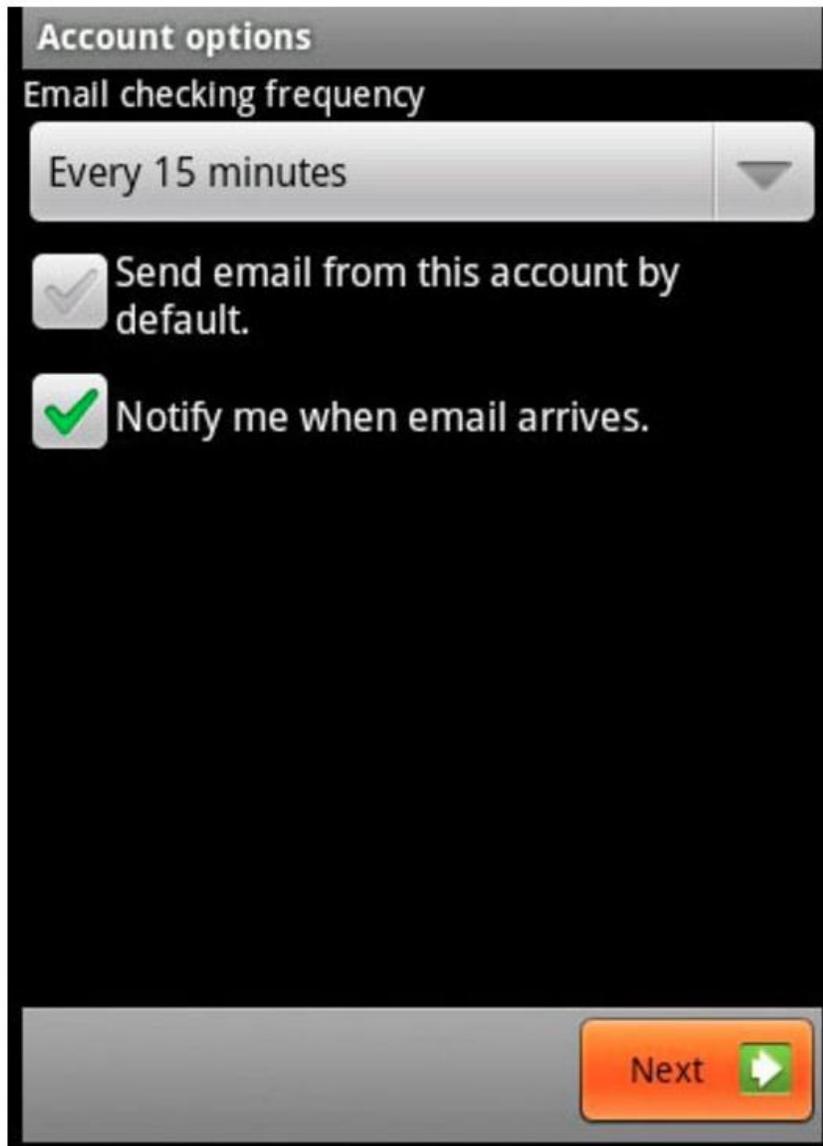
- **Email Checking Frequency:** Set how often you would like your device to check for new emails.

  Note: The more often you check your email the more drain it will cause on your battery.

- **Send email from thise account by default** Check this option if this will be your default email address

- **Notify me when email arrives:** Leave this checked if you would like to be notified of new email messages.

- Tap **Next**.

Name the account

Set up email

Your account is set up, and email is on its way!

Give this account a name (optional)

> Email Account

Your name (displayed on outgoing messages)

> User Name

Done

- If you would like you can name the email account, this can be helpful if you have multiple accounts on the one device.

- Enter the name you would like to be shown on all outgoing emails that you send from the device.

- Tap **Done**.