



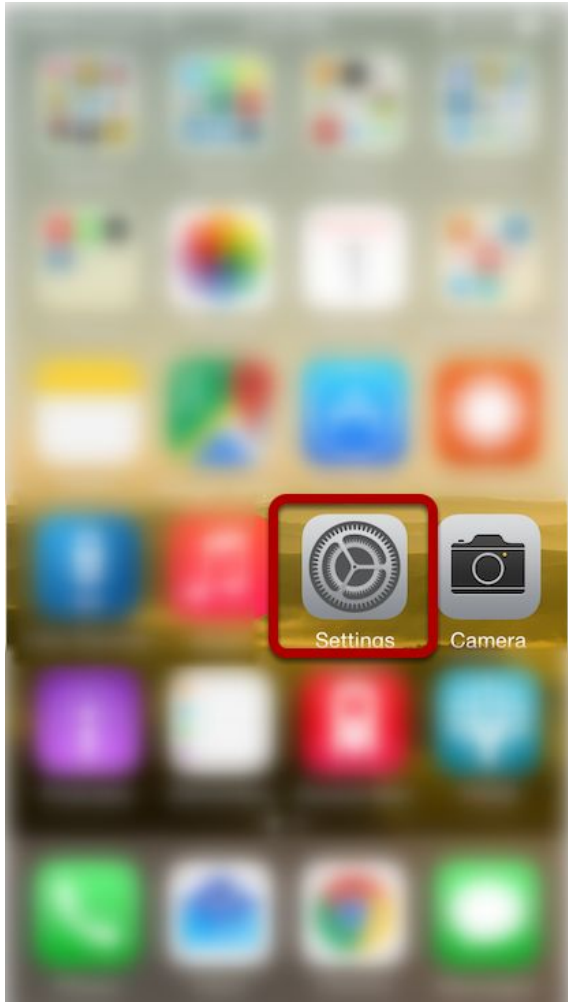
# iOS 10 Email Configuration

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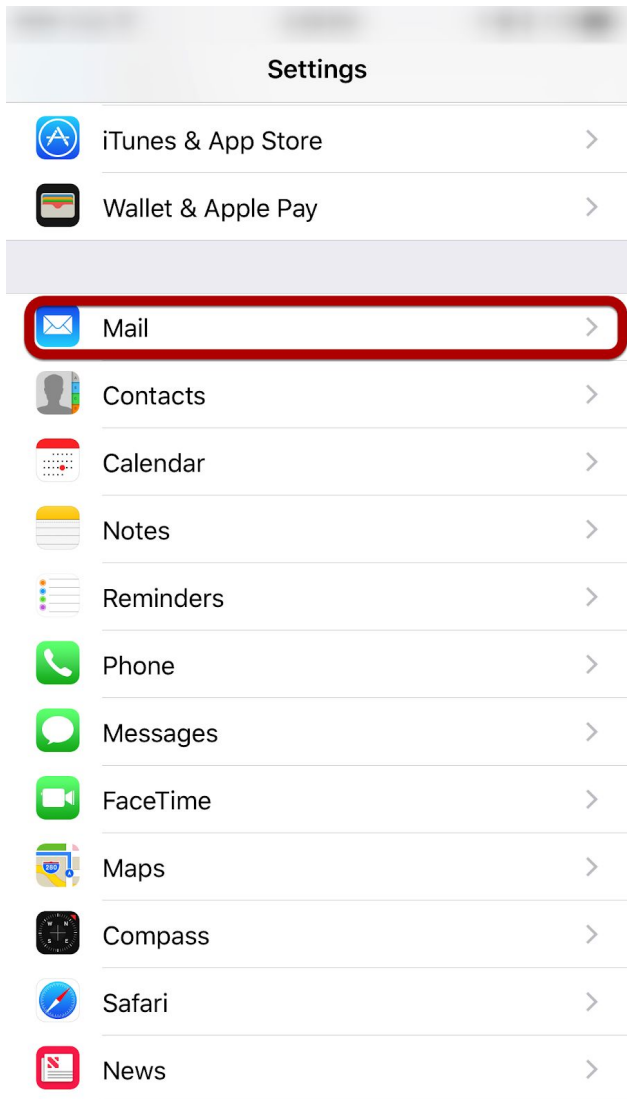
*This guide explains how to configure your iPhone to access your email account.*

*This tutorial was created using an iPhone running iOS 10. If you are using different hardware or a different OS version, these instructions may differ.*

Step 1: Click on Settings on the home screen.

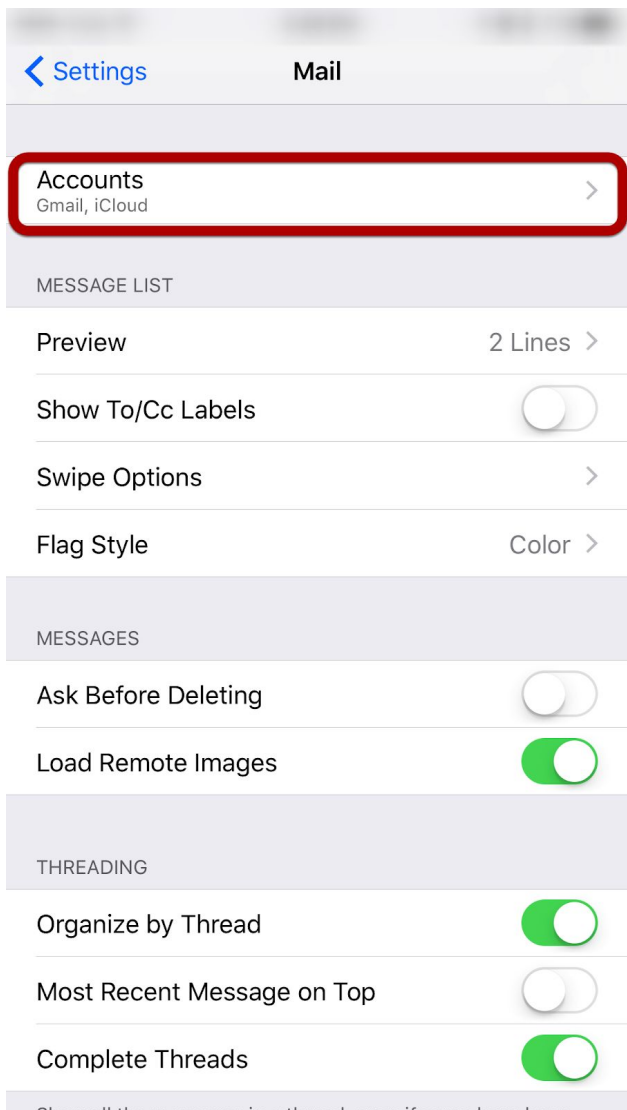


## Step 2: Click on Mail

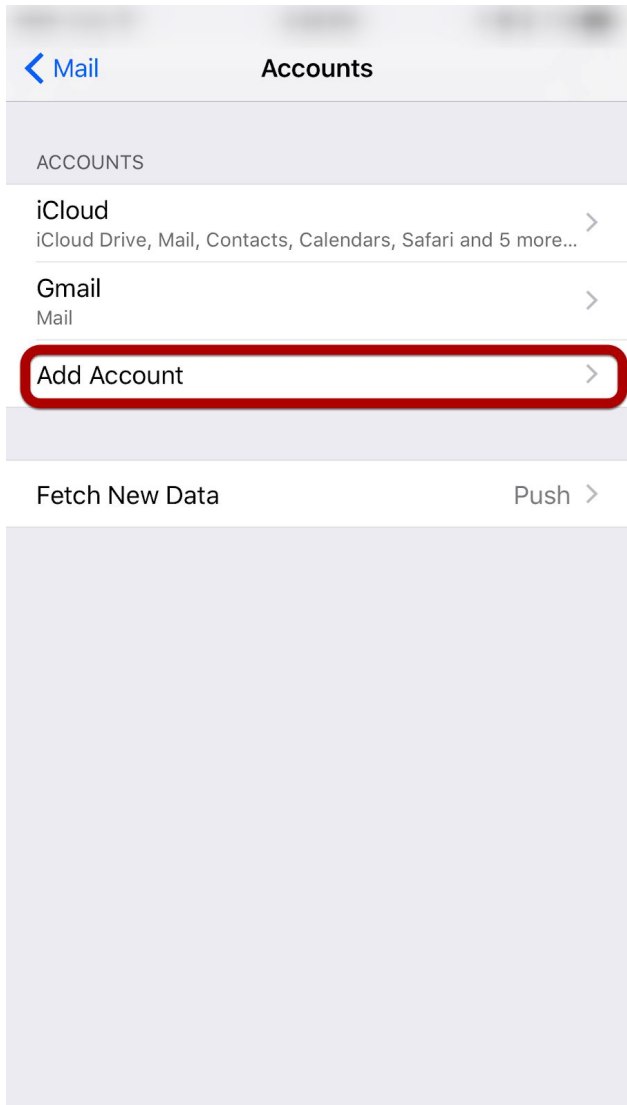


If you don't see accounts under Mail go back and find accounts under settings.

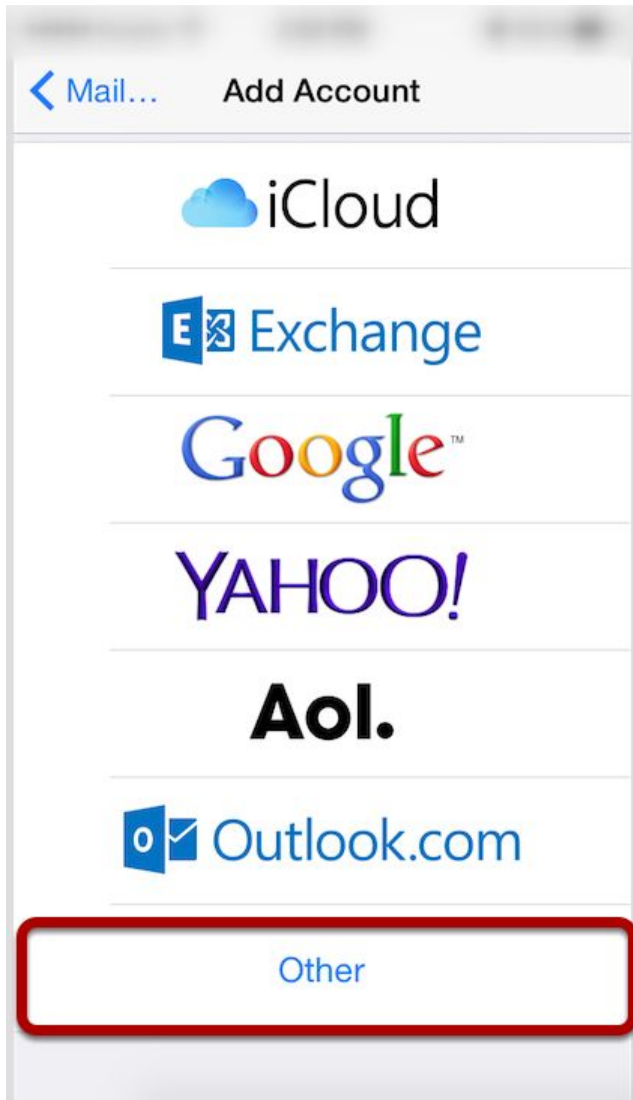
### Step 3: Click on Accounts



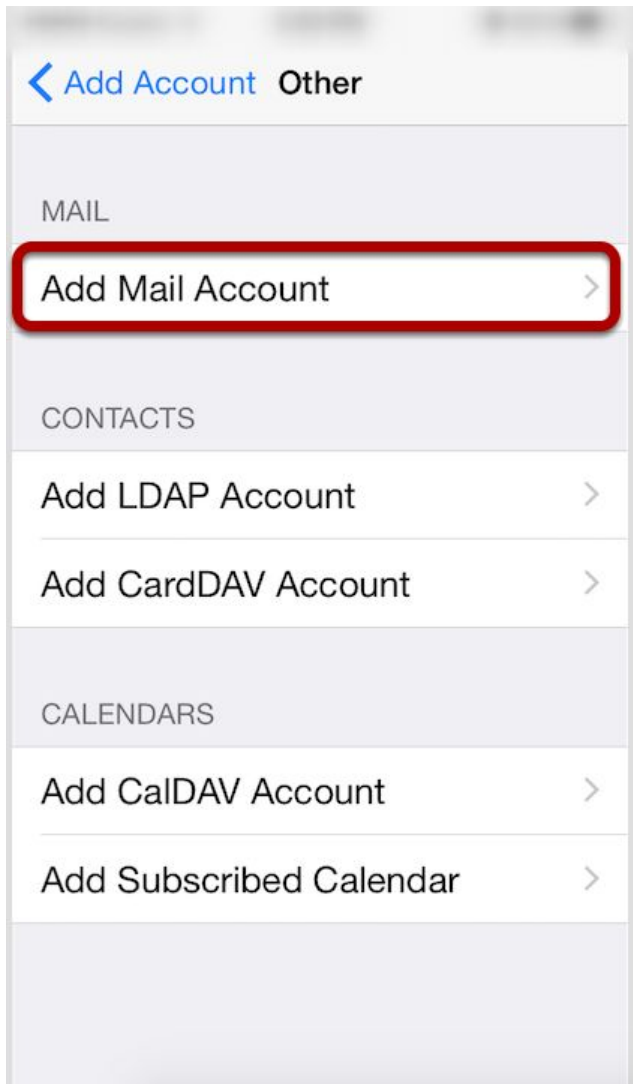
## Step 4: Click on Add Account



## Step 5: Select "Other"



Step 6: Click "Add Mail Account"



## Step 7: Enter Account Information

The screenshot displays the 'New Account' screen in the iOS 10 Email Configuration app. At the top, there are three buttons: 'Cancel' (blue), 'New Account' (black), and 'Next' (blue). Below the buttons is a light gray header bar. The main content area contains four input fields, each with a label and a value:

- Name:** Email User
- Email:** user@example.com
- Password:** ••••••••
- Description:** Example

At the bottom of the screen, a standard QWERTY keyboard is visible, including keys for numbers, letters, space, and return.



Enter the following settings:

**Name**

The name displayed when you send email.

**Address**

Your full email address

**Password**

Your email account password

**Description**

Account description of your choice

Tap **Next**.

## Step 8: Select Account Type

Cancel    **New Account**    Next

IMAP    POP

Name    Email User

Email    user@example.com

Description    Example

INCOMING MAIL SERVER

Host Name    mail.example.com

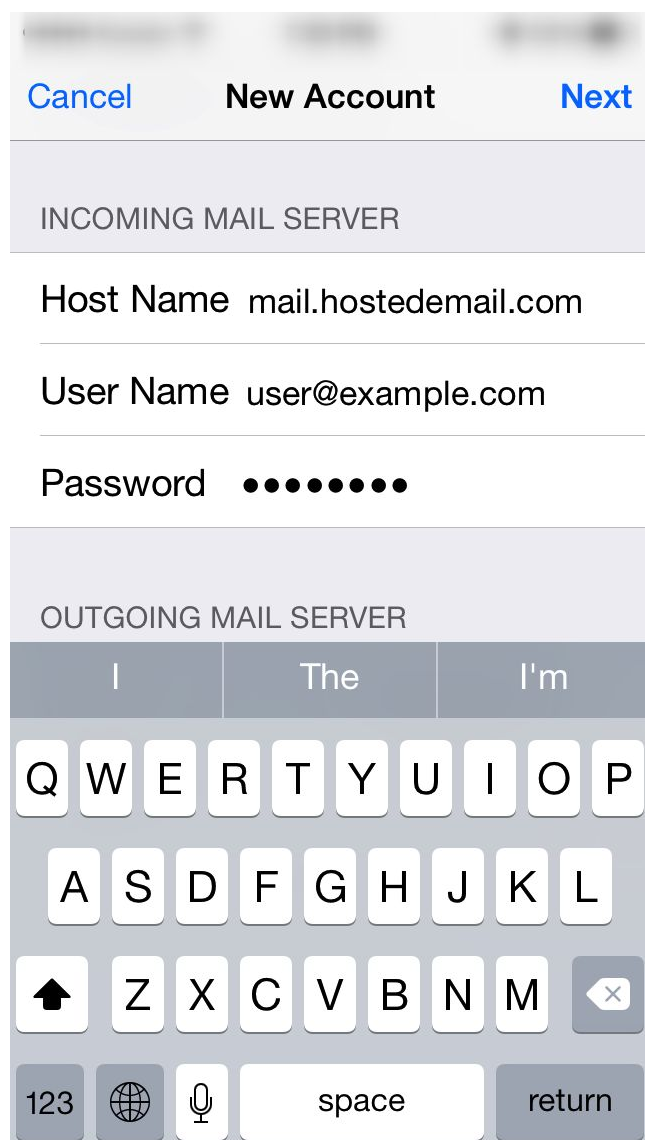
User Name    Required

Password    ●●●●●●

OUTGOING MAIL SERVER

Select your account type on this page. We recommend IMAP for mobile devices as messages are stored on the server which provides better syncing with multiple devices.

## Step 9: Enter Incoming Mail Server Information



The screenshot shows the 'New Account' screen in the iOS Mail app. At the top, there are three buttons: 'Cancel' (blue), 'New Account' (black), and 'Next' (blue). Below this is a section titled 'INCOMING MAIL SERVER'. Underneath, there are three text input fields: 'Host Name' with the value 'mail.hostedemail.com', 'User Name' with the value 'user@example.com', and 'Password' with ten black dots. Below the password field is a section titled 'OUTGOING MAIL SERVER'. At the bottom of the screen is a standard iOS keyboard with a grey background and white keys. The keyboard includes a top row with 'I', 'The', and 'I'm' suggestions, and a bottom row with '123', a globe icon, a microphone icon, a 'space' key, and a 'return' key.

Under the **Incoming Mail Server** section, enter the following settings.

**Host Name:** mail.hostedemail.com

**User Name:**

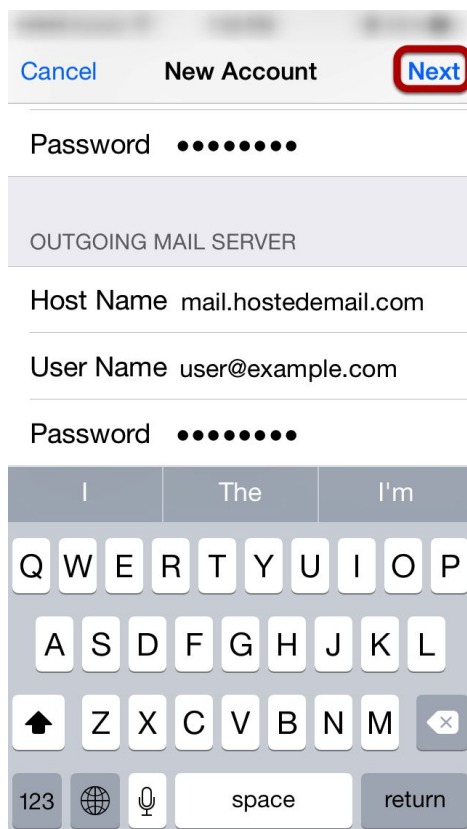
Your email account

**Password:**

Your email account password

Scroll down to the **Outgoing Mail Server** section.

## Step 10: Enter Outgoing Mail Server Information



Under the **Outgoing Mail Server** section, enter the following settings:

**Host Name:** mail.hostedemail.com

**User Name:**

Your email account

**Password:**

Your email account password

**Please note that the outgoing mail server setting is not optional. You will need to enter this information in order to properly configure the account.**

Tap **Next** to complete account setup.