

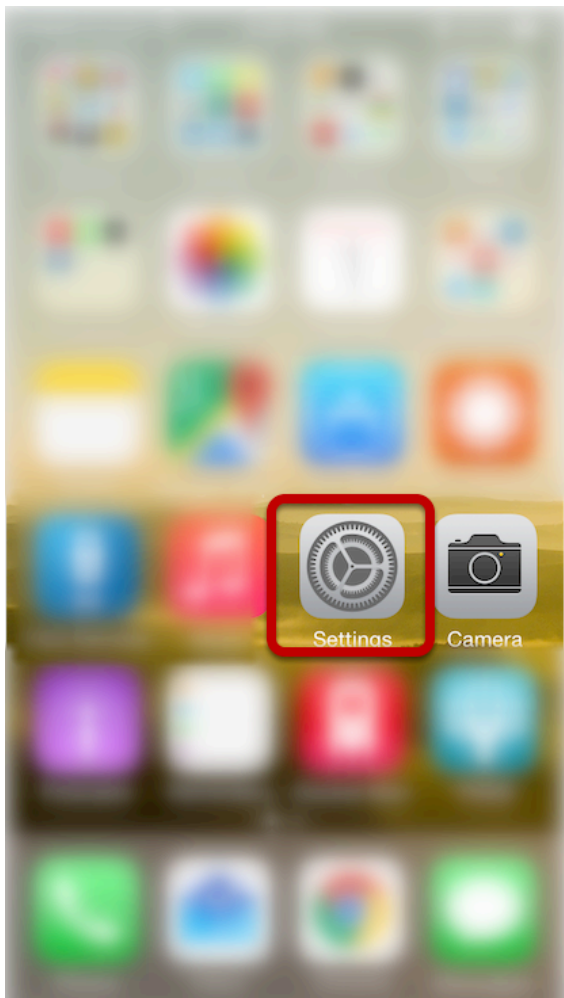
# iOS 10 Email Configuration

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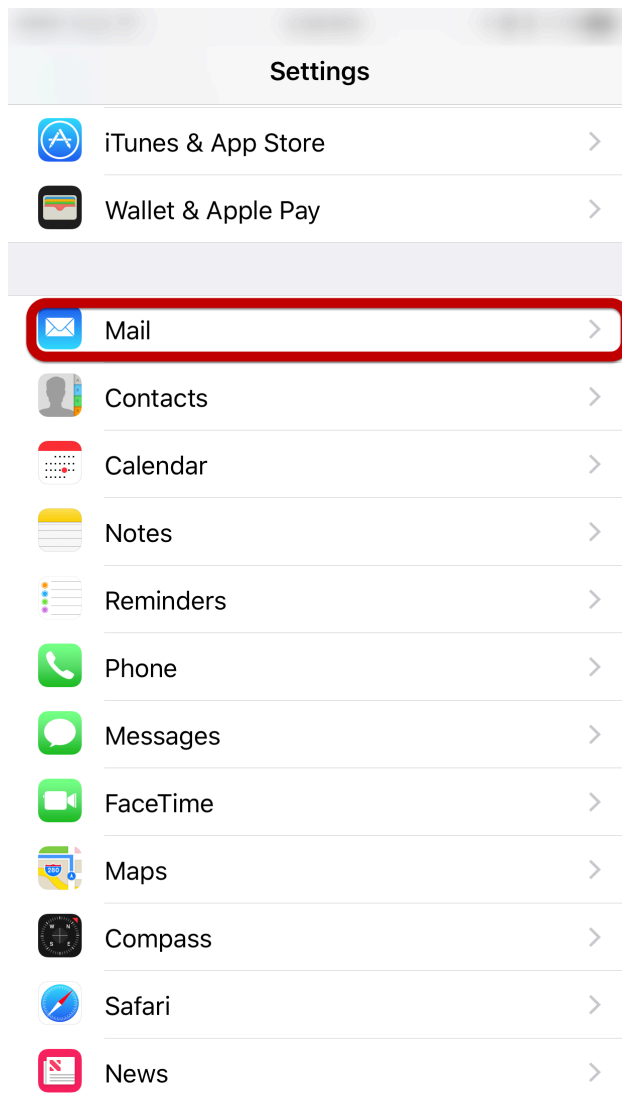
*This guide explains how to configure your iPhone to access your email account.*

*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.*

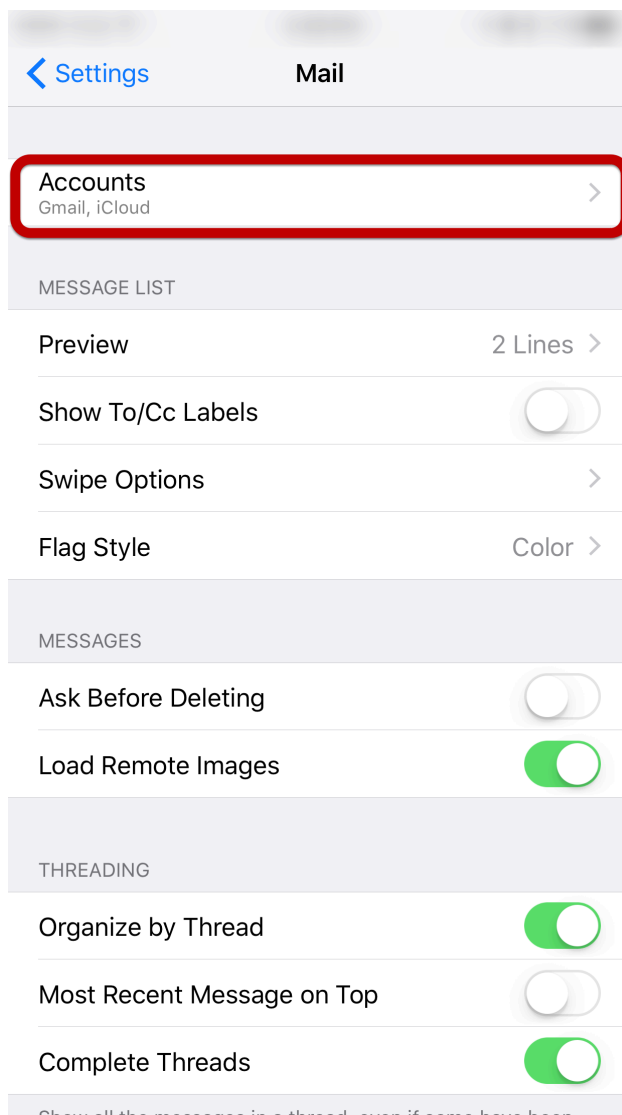
Step 1: Click on Settings on the home screen.



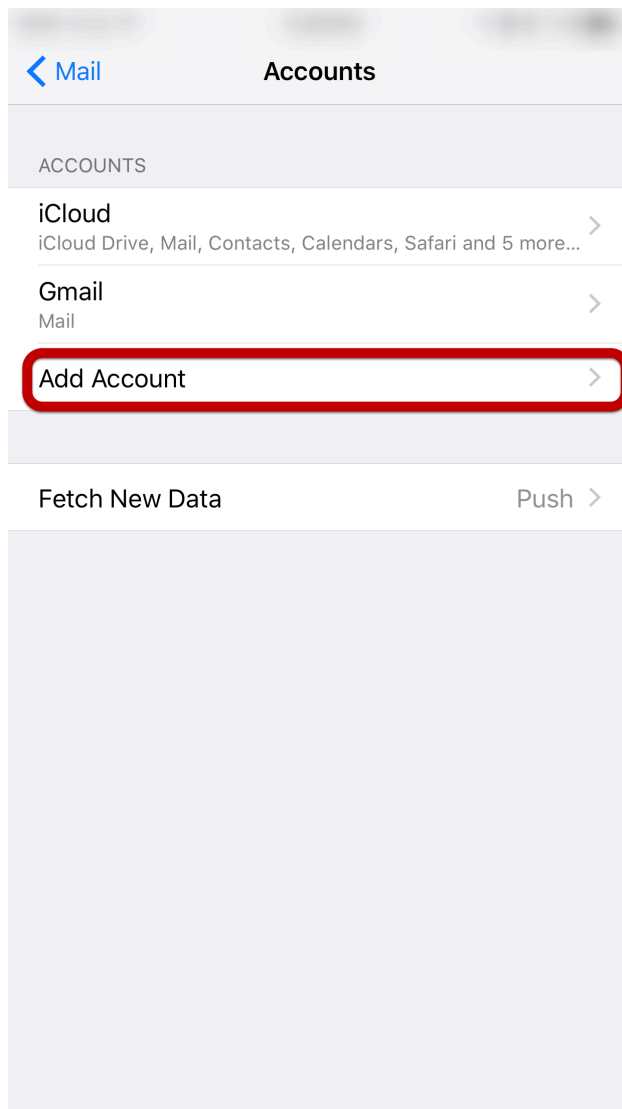
## Step 2: Click on Mail



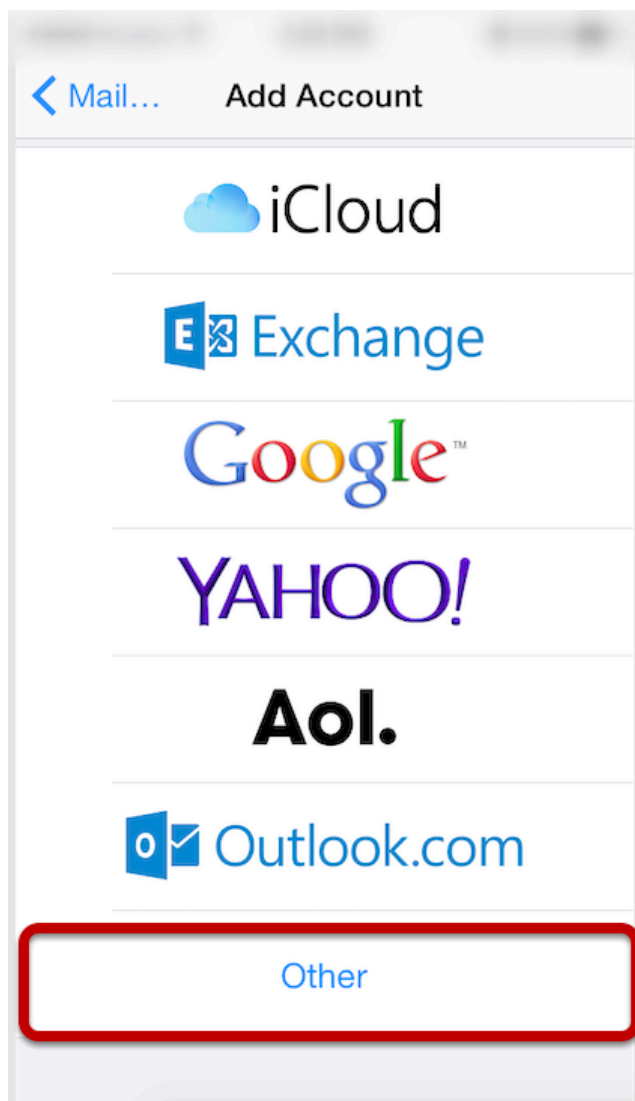
### Step 3: Click on Accounts



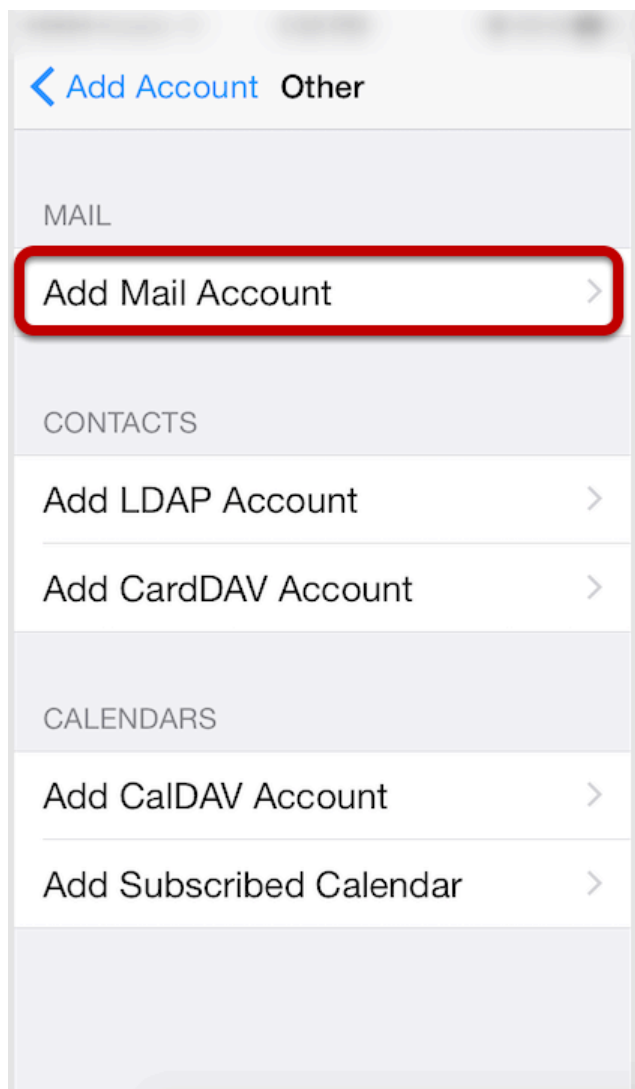
## Step 4: Click on Add Account



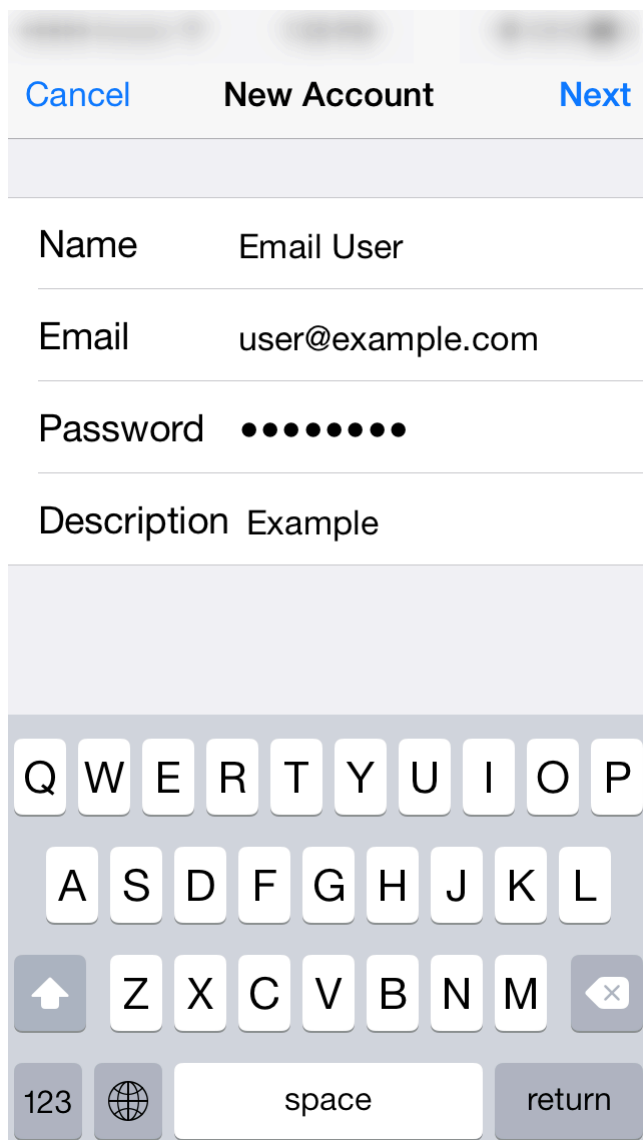
## Step 5: Select "Other"



## Step 6: Click "Add Mail Account"



## Step 7: Enter Account Information



Cancel      **New Account**      Next

Name      Email User

Email      user@example.com

Password      ●●●●●●●

Description      Example

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

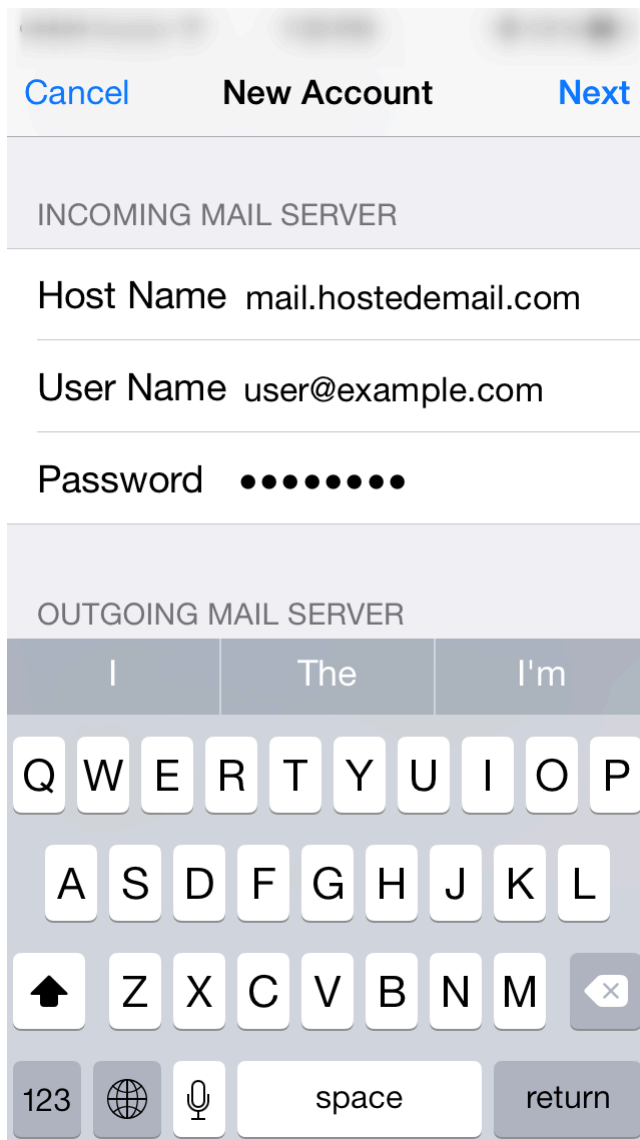
User Name    Required

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'. It contains three text input fields: 'Host Name' with the value 'mail.hostedemail.com', 'User Name' with the value 'user@example.com', and 'Password' with eight black dots. Below the password field is a section titled 'OUTGOING MAIL SERVER' which is currently empty. At the bottom of the screen is a virtual QWERTY keyboard with a search bar above it containing the text 'I The I'm'. The keyboard includes keys for numbers, letters, a microphone, a spacebar, and a return key.

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

**Host Name:**

mail.hostedemail.com

**User Name:**

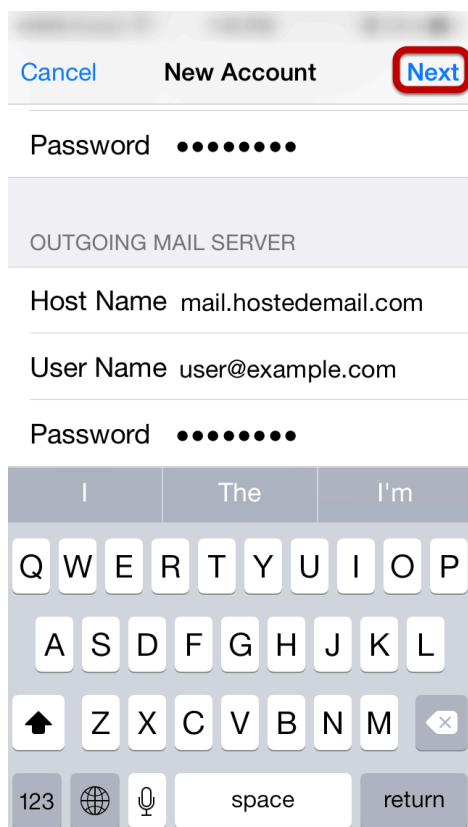
Your email account

**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.