

# Setting Up iPhone™ Email

## Setting Up an IMAP Email Account

1. Select **Settings / Mail, Contacts, Calendars / Add Account**.

2. Click **Other**, located at the bottom of the list.

3. Enter the following information in the spaces provided:

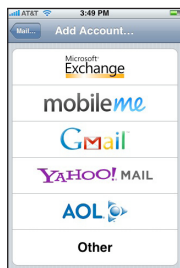
- **Name** — Enter your full first and last name, as you want it to be displayed in the emails you send.
- **Address** — Enter your full email address (e.g., *myname@mydomain.com*).
- **Description** — Enter a descriptive name for your account (e.g., *My Work Account*). This description will be visible only to you.

4. Click the **Save** button.

5. On the next screen, in both the **Incoming Mail Server** and **Outgoing Mail Server** sections, enter the following information:

- **Host Name** — Enter the name of the secure email server: *secure.emailsrvr.com*
- **User Name** — Enter your full email address (e.g., *myname@mydomain.com*).
- **Password** — Enter the password associated with your email account.

6. Click the **Save** button.

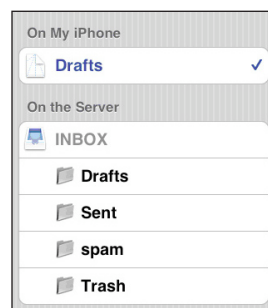
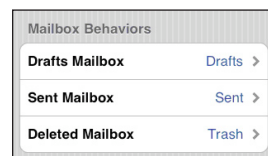


7. You will be returned to the **Mail, Contacts, Calendars** screen. Click the name of the account you just created.

8. Scroll to the bottom of the screen, and click the **Advanced** button.

9. In the **Mailbox Behaviors** section, you can “map” your iPhone email mailboxes to the associated folders stored on the email server. For each of the following mailboxes, click the arrow next to the folder name. A new window will appear, where you can select the associated “On the Server” folder:

- **Drafts Mailbox** — Select “Drafts”
- **Sent Mailbox** — Select “Sent”
- **Deleted Mailbox** — Select “Trash”



10. After completing these steps, you should be able to send and receive email successfully.