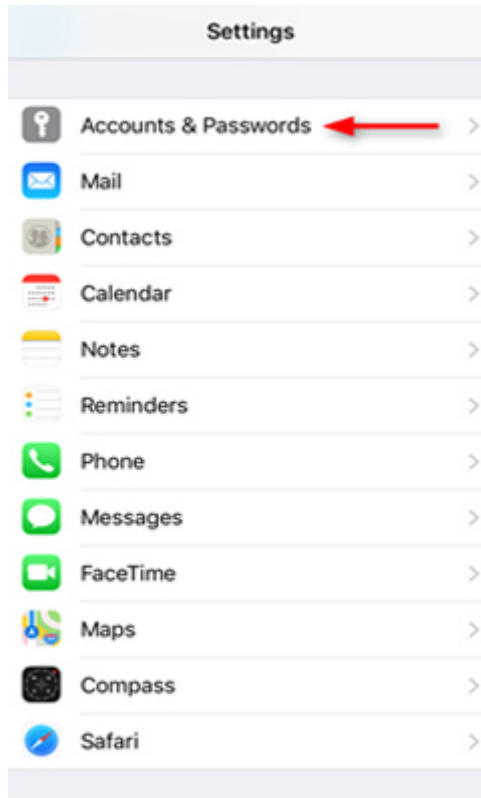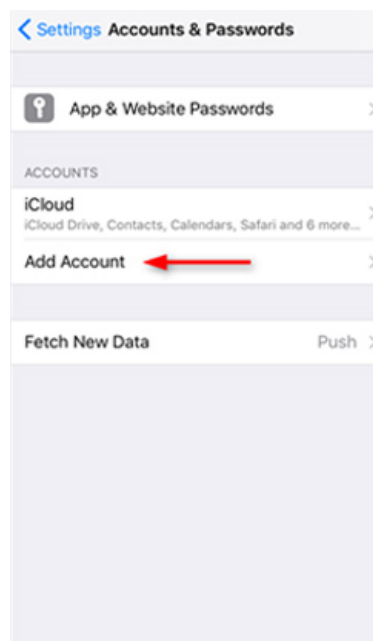# Setting Up Your E-mail in iPhone [IOS 11/12]

This tutorial shows you how to set up iPhone to work with your e-mail account.

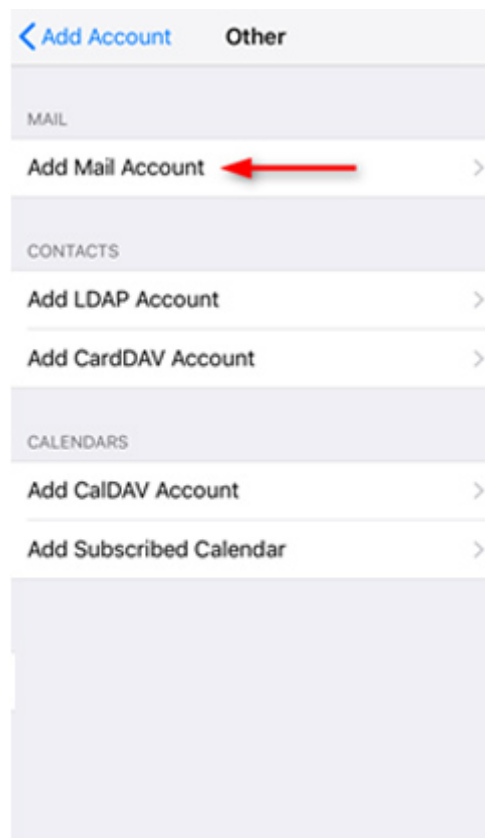1. Open **Settings** on your iPhone and tap **Accounts & Passwords**

2. Tap **Add Account**

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3. Select **Other** as account Type

4. Tap **Add Mail** Account

5. Enter your Account Details for the email you want to add:

- **Name:** Enter your first and last name.
- **Email:** Enter your e-mail address.
- **Password:** Enter the password you set up for your e-mail account.
- **Description:** Enter your e-mail address again or other description name

6. Tap **IMAP** as the account type

7. Enter your server setting as below:

Incoming mail server (IMAP / POP)
- Host Name: mail.yourdomain.com (E.g. your domain name is yourdomain.com)
- User Name: Your email account
- Password: Your email password

Outgoing mail server (SMTP)
- Host Name: mail.yourdomain.com (E.g. your domain name is yourdomain.com)
- User Name: Your email account
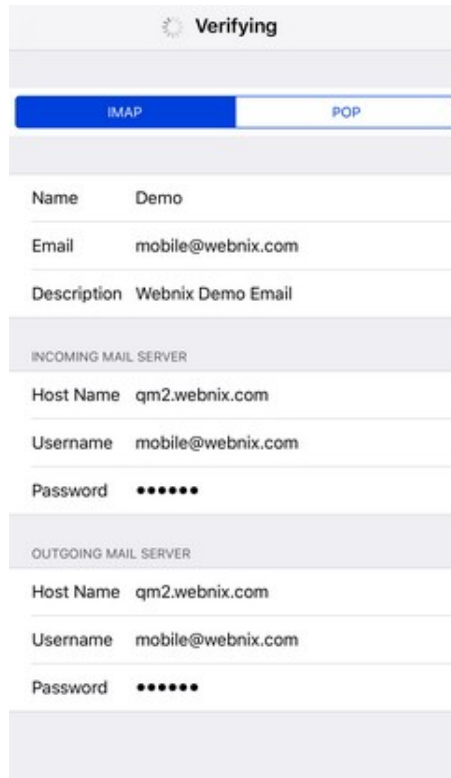- Password: Your email password

Tap **Next** to continue

8. Wait for account verification (*it takes around 4-5 minutes*)

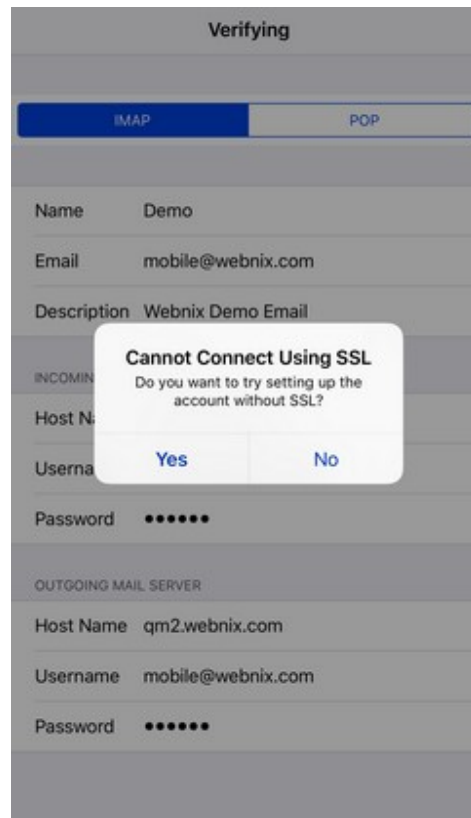9. When you get the popup message, tap **Yes**

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10. Wait for account verification again, and it will show the popup message again. Tap **OK**

11. Tap **Next**
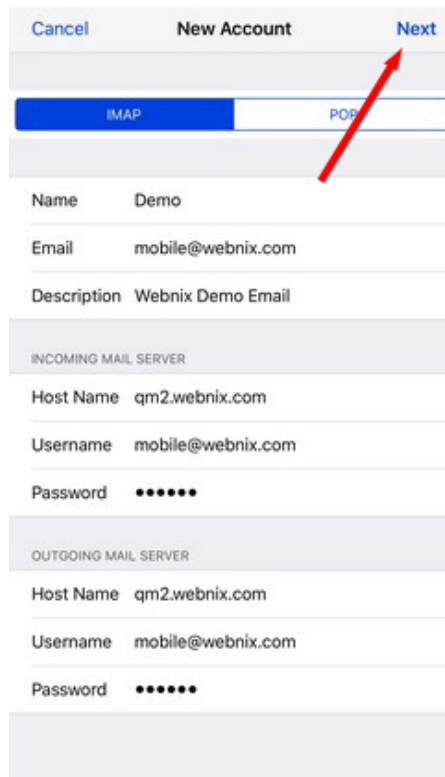
12. Tap **Save**

13. Disable syncing of Notes and tap **Save**
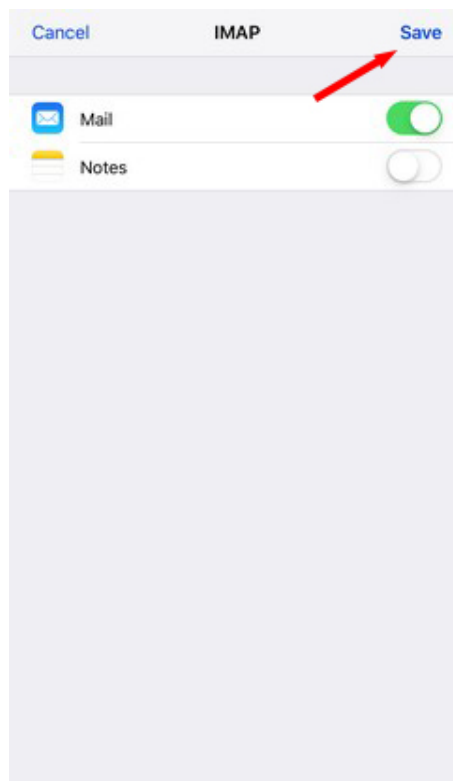
14. Tap your account and check the setting again

15. Tap your account and open setting page

16. Tap **SMTP** under **Outgoing Mail Server**

17. Tap your primary server

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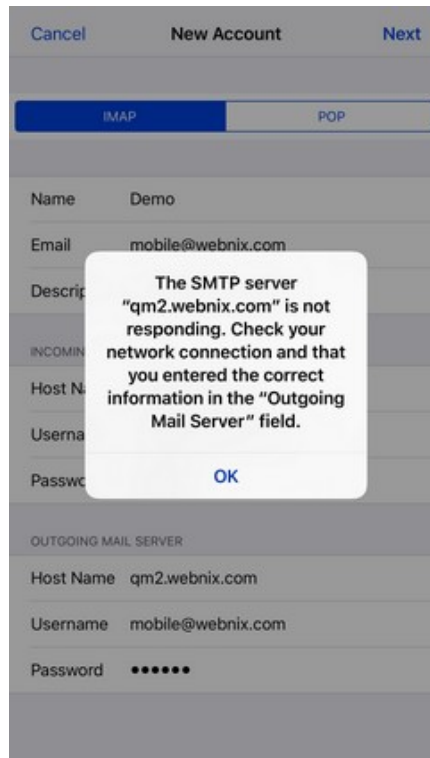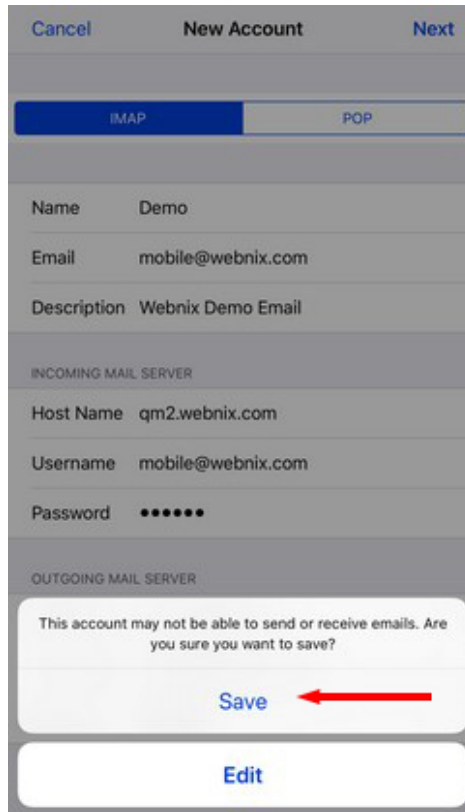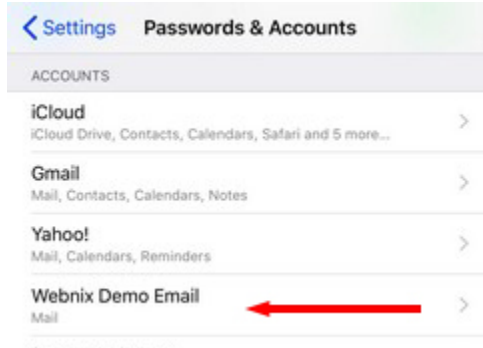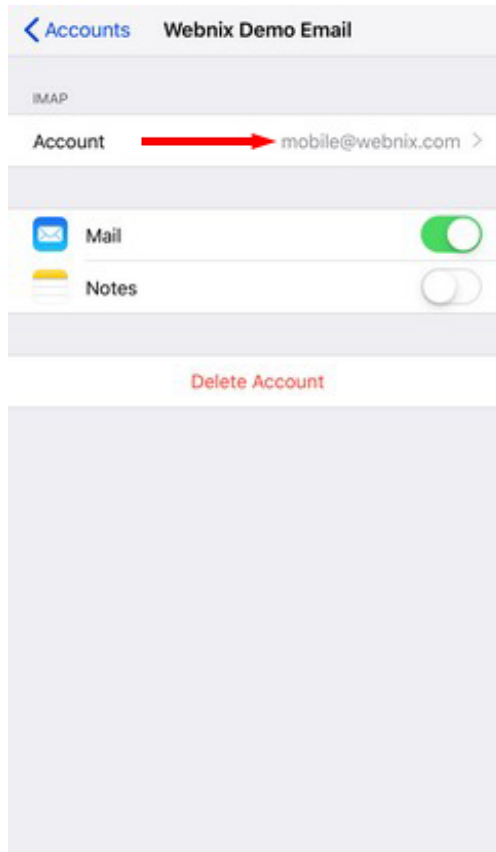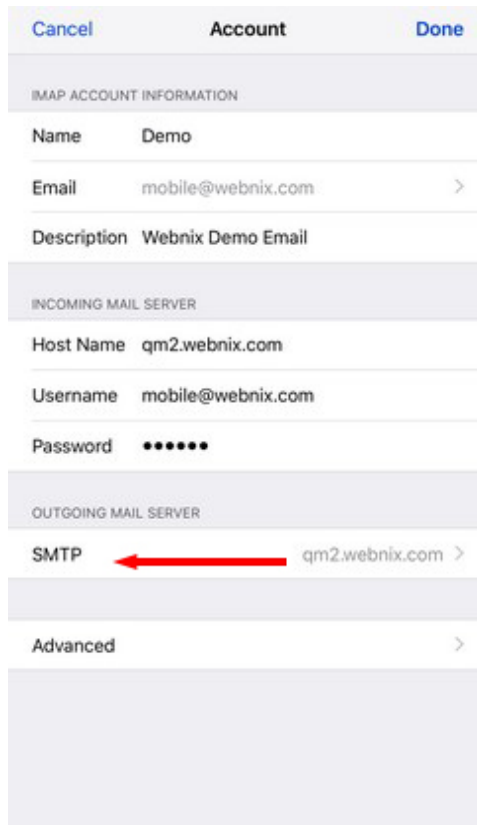Tel: (852) 2720-8429   Fax: (852)2729-7751

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18. Ensure "Use SSL" is off. Change Server Port No from **587** to **6025** and tap **Done**
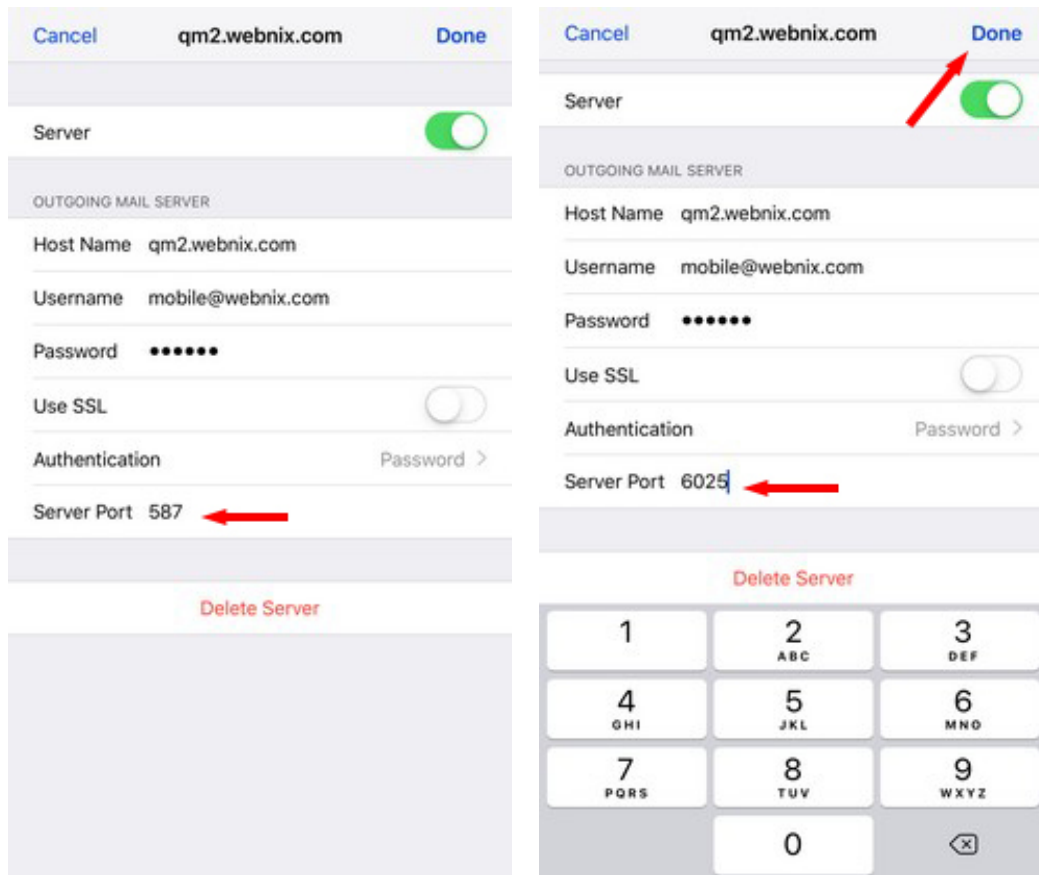
19. After the above setting is completed, please tap **Advanced** at the bottom of your screen

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20. Check mailbox behaviors and keep email at server side as below

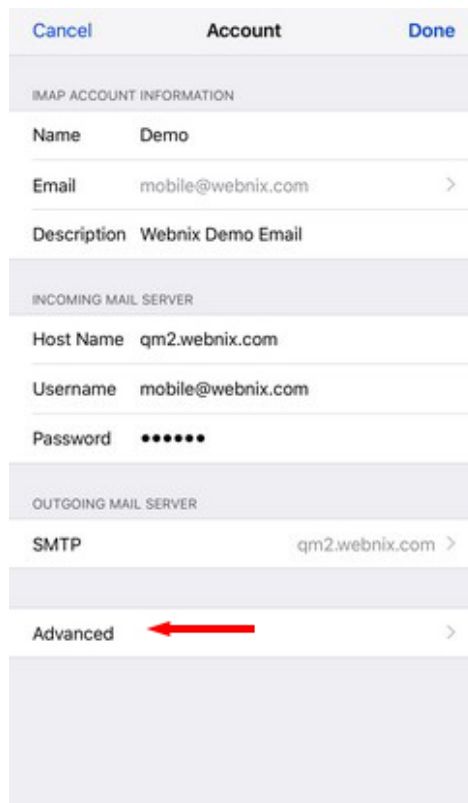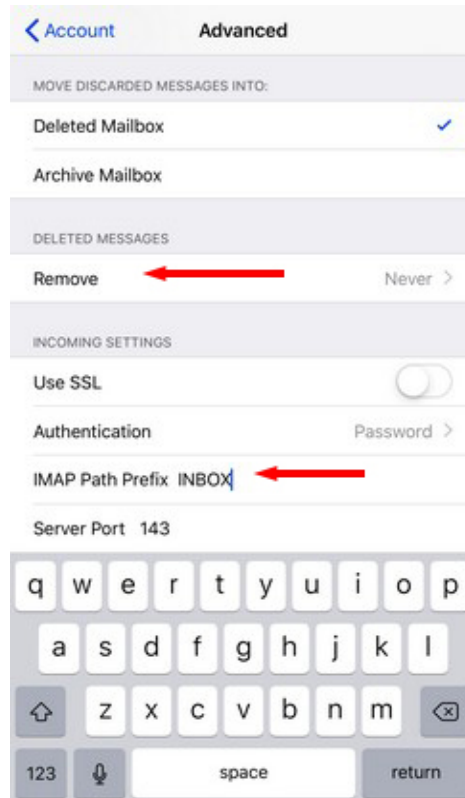- Move Discarded Message into: Deleted mailbox: Enabled
- Use SSL : Off
- Server Port: 143
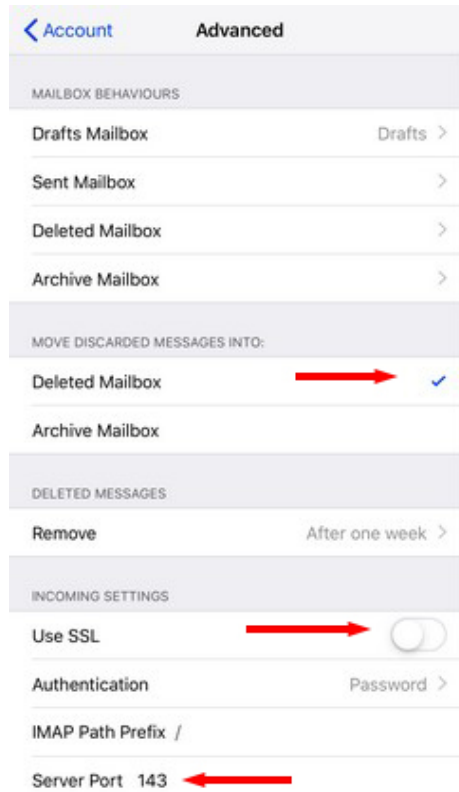
21. Tap **Remove** under **Deleted Message,** and Tap **Never**

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22. Go back the advanced page. Enter IMAP path prefix and input **INBOX**

23. Your account setup is completed and you can check your email now

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