

Set Up IMAP - iPhone™, iPad™, iPod®

Steps are compatible with 3G and 4.0.

To set up IMAP, do the following:

1. Tap **Settings**.



2. Tap **Mail, Contacts, Calendars**.
3. Tap **Add Account**.
4. Tap **Other**.
5. Tap **Add Mail Account**.
6. Enter the following information in the spaces provided:
 - Name—Enter your first and last name. This is the name that will appear in the **From** field of messages you send.
 - Address—Enter your entire email address (e.g., myname@mydomain.com).
 - Password—Enter the password for your email account.
 - Description—Enter a descriptive name for the account (e.g., Work Account). This description will be visible only to you.
7. Tap the **Save** button.

8. If **IMAP** is not already selected, tap the **IMAP** button.
9. Under both the **Incoming Mail Server** and **Outgoing Mail Server** sections, enter the following information:
 - Host Name—Enter the secure server name:
secure.emailsrvr.com
 - User Name—Enter your entire email address (e.g., myname@mydomain.com).
 - Password—Enter the password for your email account.

The screenshot shows a configuration screen for mail servers. It is divided into two main sections: 'Incoming Mail Server' and 'Outgoing Mail Server'. Each section contains three input fields: 'Host Name', 'User Name', and 'Password'. The 'Host Name' field is pre-filled with 'secure.emailsrvr.com'. The 'User Name' field is pre-filled with 'myname@mydomain.com'. The 'Password' field is masked with eight dots. The entire form is set against a light blue background with a subtle grid pattern.

Incoming Mail Server	
Host Name	secure.emailsrvr.com
User Name	myname@mydomain.com
Password	●●●●●●●●

Outgoing Mail Server	
Host Name	secure.emailsrvr.com
User Name	myname@mydomain.com
Password	●●●●●●●●

10. Tap the **Save** button.
11. The device will verify settings and return to the **Mail, Contacts, Calendars** screen.

Configure Default Folders

1. Tap **Settings**.



2. Tap **Mail, Contacts, Calendars**.
3. Tap the IMAP account.
4. Tap **Advanced**.
5. Under **Mailbox Behaviors**, tap **Drafts Mailbox**.
6. Under **On the Server**, tap **Drafts**.
7. Tap **Advanced**.
8. Tap **Sent Mailbox**.
9. Under **On the Server**, tap **Sent**.
10. Tap **Advanced**.
11. Tap **Deleted Mailbox**.
12. Under **On the Server**, tap **Trash**.