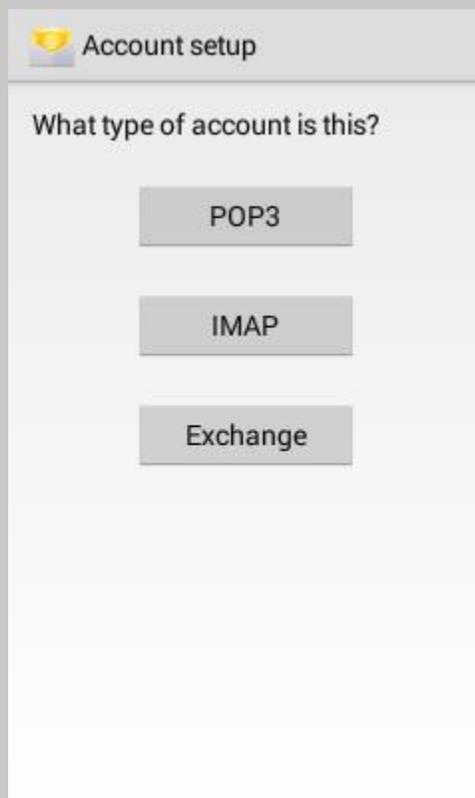# How to setup email on an Android based device

Summary

This article will show you how to setup email on a device running the Android OS.

Create a new email account

1. Enter your full **"Email Address"**
2. Enter the password for your **"Email Address"**
3. Tap **"Next"**
4. Choose the type of email account you will be using.
   - **POP3:** POP3 will download the emails from the server and store them on your phone.
   - **IMAP:** IMAP will store the emails on the server and show a cached copy on your phone.
   - **Exchange:** Exchange is not supported as it requires a Microsoft Exchange server

Incoming Server Settings

- **Username:** Please enter your full email address
- **Password:** The password for your email address.
- **IMAP server:** This is typically your domain name preceded by "mail.". This can be found in the E-mail Accounts section of the cPanel, under **"More"** > **"Configure Mail Client"** .
- **Port:**
  - Non Secure (No SSL): 143
  - Secure (SSL): 993

    Note: Using **"SSL (Accept all certificates)** will be more compatible.

- **IMAP path prefix:** Please enter INBOX. This will allow for you to store your Sent, Drafts and Deleted emails on the server.
- Tap **Next**.

Outgoing Server Settings
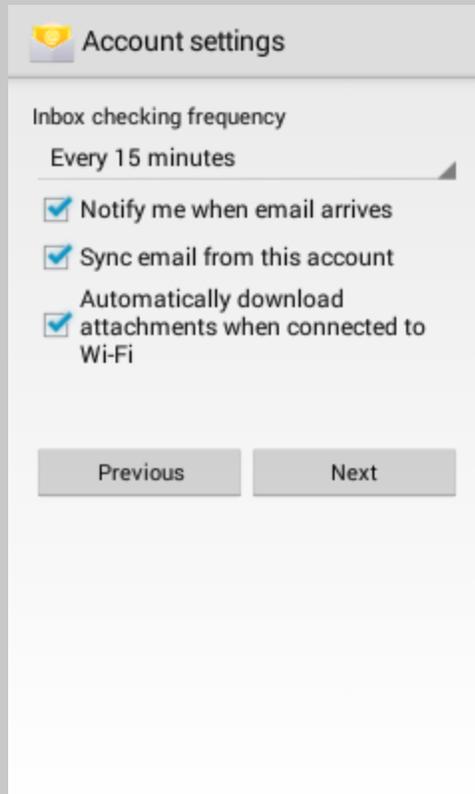
- **SMTP server:** This is typically your domain name preceded by "mail.". This can be found in the E-mail Accounts section of the cPanel, under **"More"** > **"Configure Mail Client"** .
- **Port:**
  - Non Secure (No SSL): 25 or 26
  - Secure (SSL): 465

    Note: Using **"SSL (Accept all certificates)** will be more compatible.

- **Require sign-in** Check this as you will need to authenticate with the SMTP server.
- **Username:** Please enter your full email address
- **Password:** The password for your email address.
- Tap **Next**.

  Account Options

- **Email Checking Frequency:** Set how often you would like your device to check for new emails.

  Note: The more often you check your email the more drain it will cause on your battery.

- **Send email from thise account by default** Check this option if this will be your default email address
- **Notify me when email arrives:** Leave this checked if you would like to be notified of new email messages.
- Tap **Next**.

  Name the account

- If you would like you can name the email account, this can be helpful if you have multiple accounts on the one device.
- Enter the name you would like to be shown on all outgoing emails that you send from the device.
- Tap **Done**.