

## Set Up IMAP - iPhone™, iPad™, iPod®

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If you would like to learn more about the differences between POP and IMAP, please see the help topic, "[POP vs. IMAP \(http://www.blackrocknetworks.com/support/email/POPvsIMAP.pdf\)](http://www.blackrocknetworks.com/support/email/POPvsIMAP.pdf)."

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.

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**.