I PHONE EMAIL SET UP
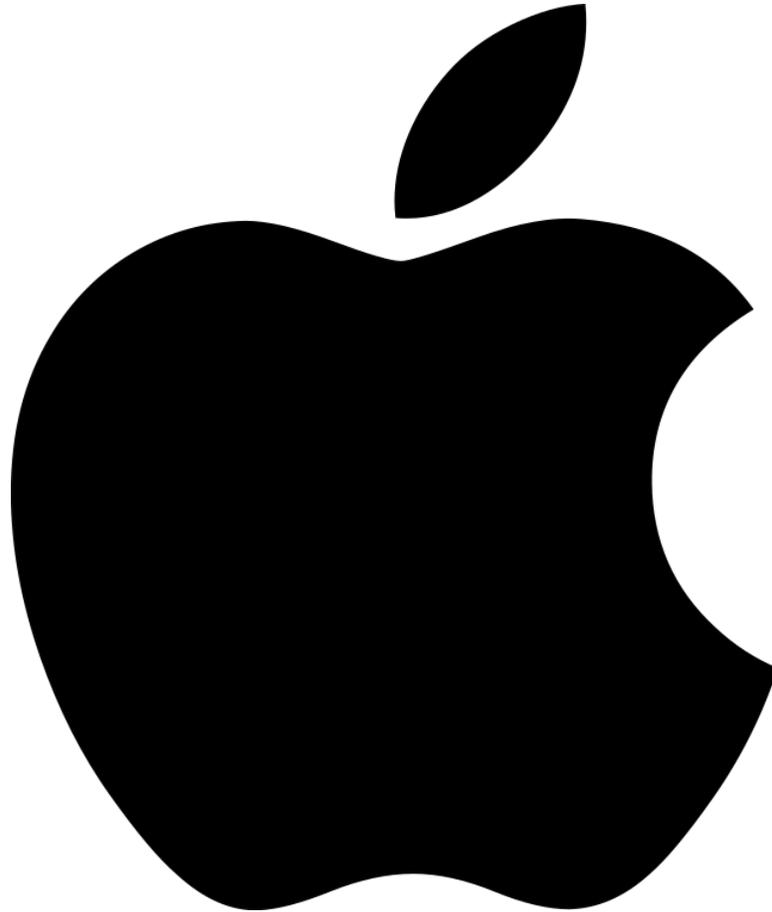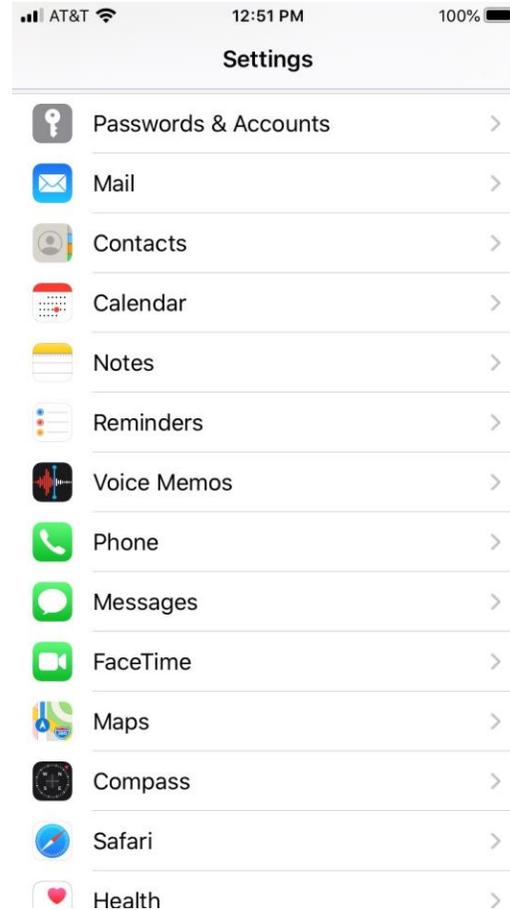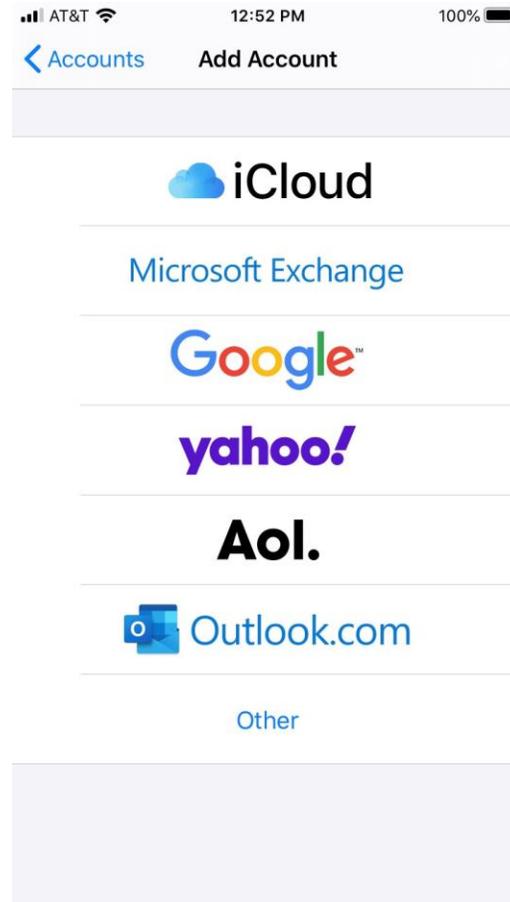
1. Click the settings icon and scroll down to Passwords & Accounts
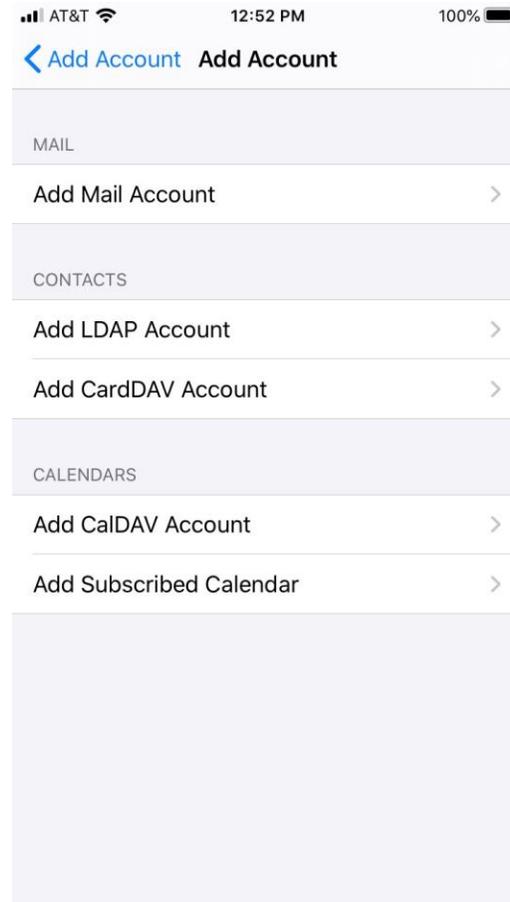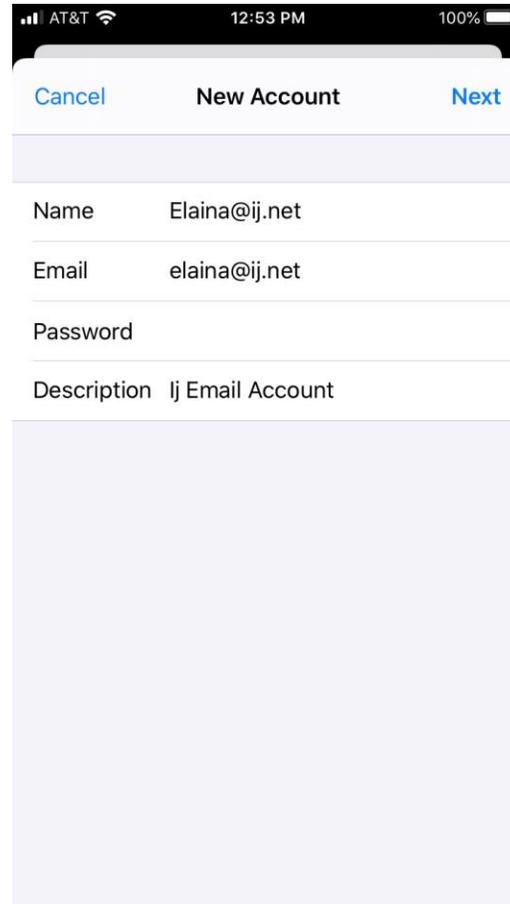
Click on ADD ACCOUNT

SELECT "OTHER"

CLICK ON ADD MAIL ACCOUNT

In the Name box, enter your Email address. (for example, tony@contoso.com).
In the Address box, enter your full e-mail address again.
In the Password box, enter your password.
Press NEXT when finished

Tap either IMAP or POP and enter the incoming and outgoing mail server settings as pictured.

Name: Enter email address
Email: Enter email address
Description: Give the mailbox a name such personal email or work email. We chose in our example to use then domain.

Incoming mail server:

Host Name: mail.yourdomainname.com (Ex. Mail.pbx-change.com)
Username: Full email address (Ex. janedoe@ij.net)
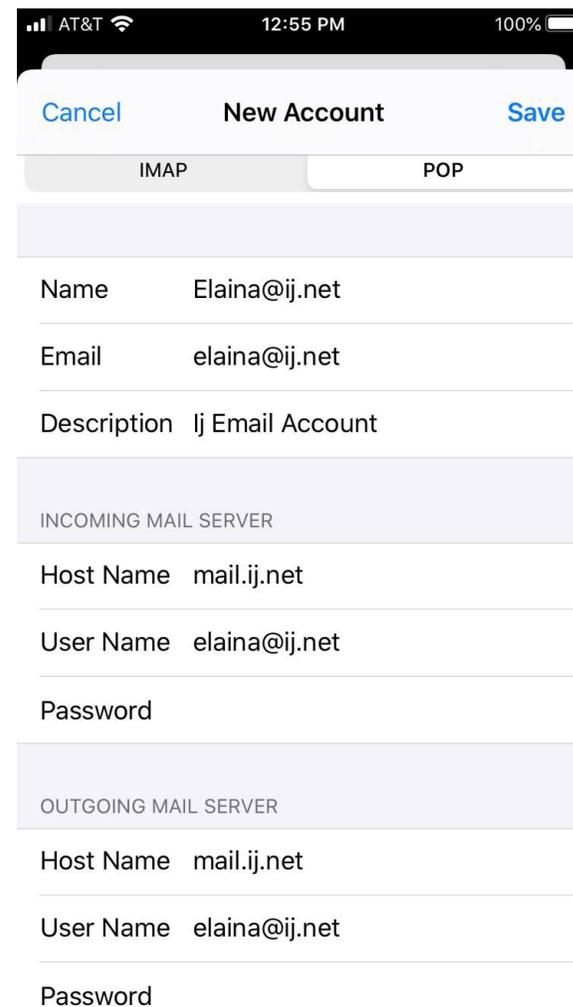**Password:** Enter password

Outgoing mail server:

Host Name: mail.yourdomainname.com Ex. Mail.pbx-change.com
Username: Full email address (Ex. janedoe.IJ.net)
Password: Enter Password

Press SAVE when complete.

You are done setting up your email.

After pressing save the account will authenticate then return to the Passwords & Accounts screen

Return to the main screen and click on your mail icon.
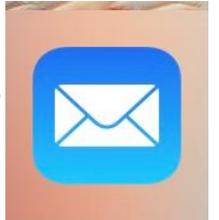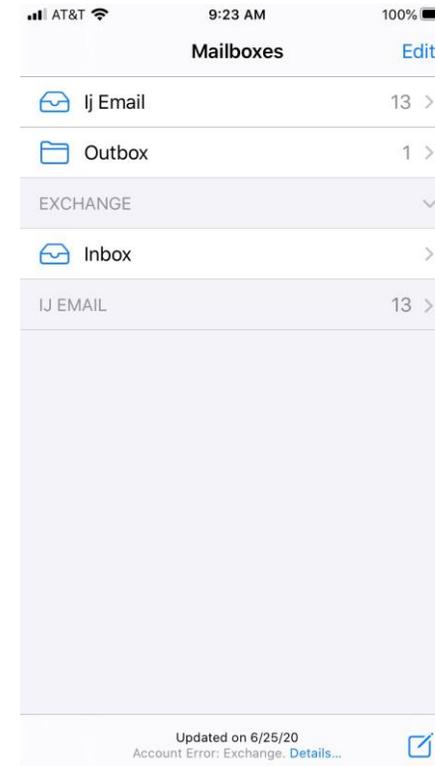
What else do I need to know?

- The difference between IMAP and POP3:

  - IMAP: Mail syncs with your mail client. For example, deleting mail from your Outlook deletes the mail on the server. Local copy is not stored with your mail client.

  - POP3: Mail is copied and downloaded from the server - and individual copy resides on your client. Deleting mail in Outlook does not delete it from the server unless specifically told to do so in Outlook. This uses space on your computer, but allows mail to be available if you are offline.

- If your mail resides at your company domain name then your Incoming and Outgoing Servers should be set to : mail.yourdomainname Ex. Mail.pbx-change.com