

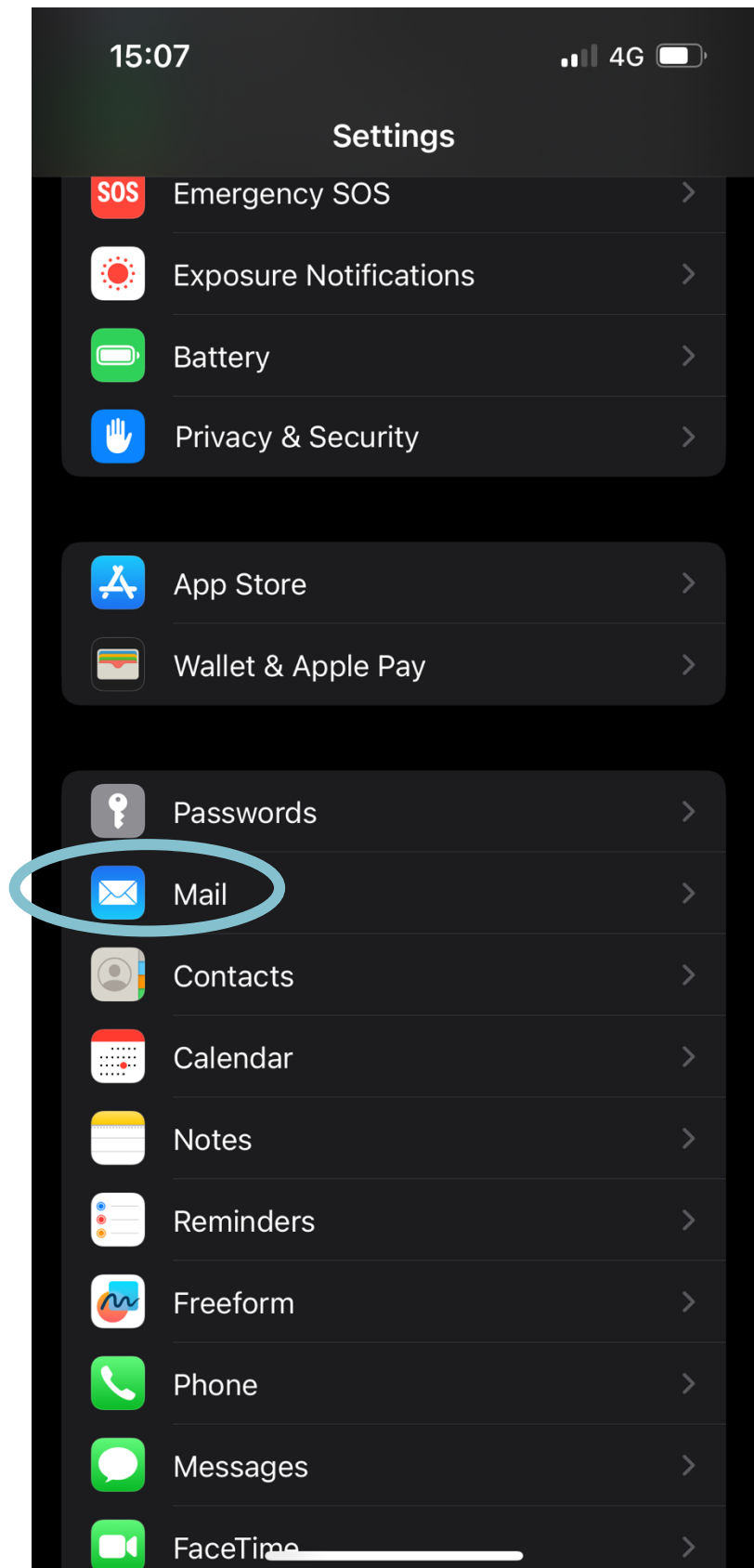


Email Settings Guide

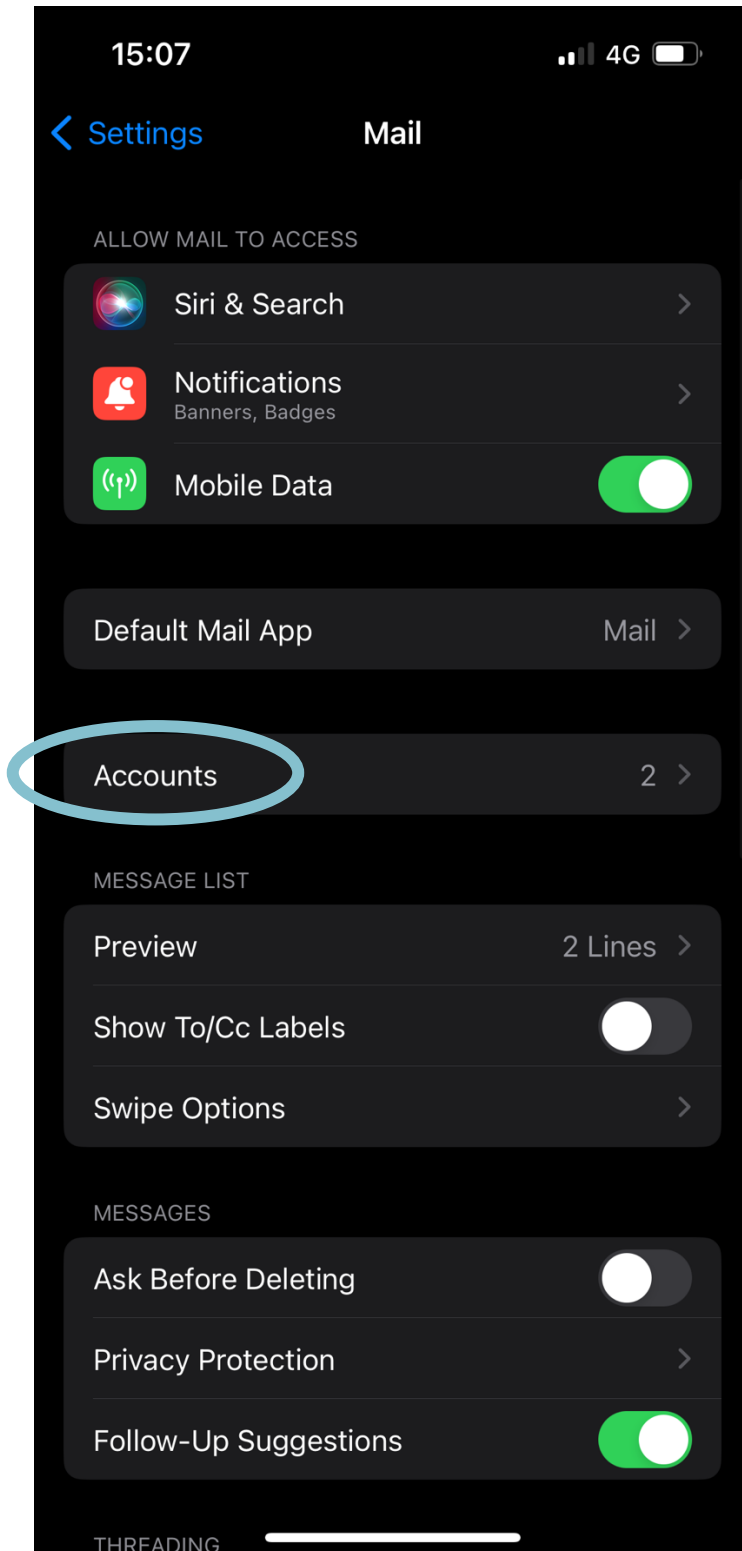
(iPhone)

Step 1

Open your
'Settings' app
and click on
'Mail'.



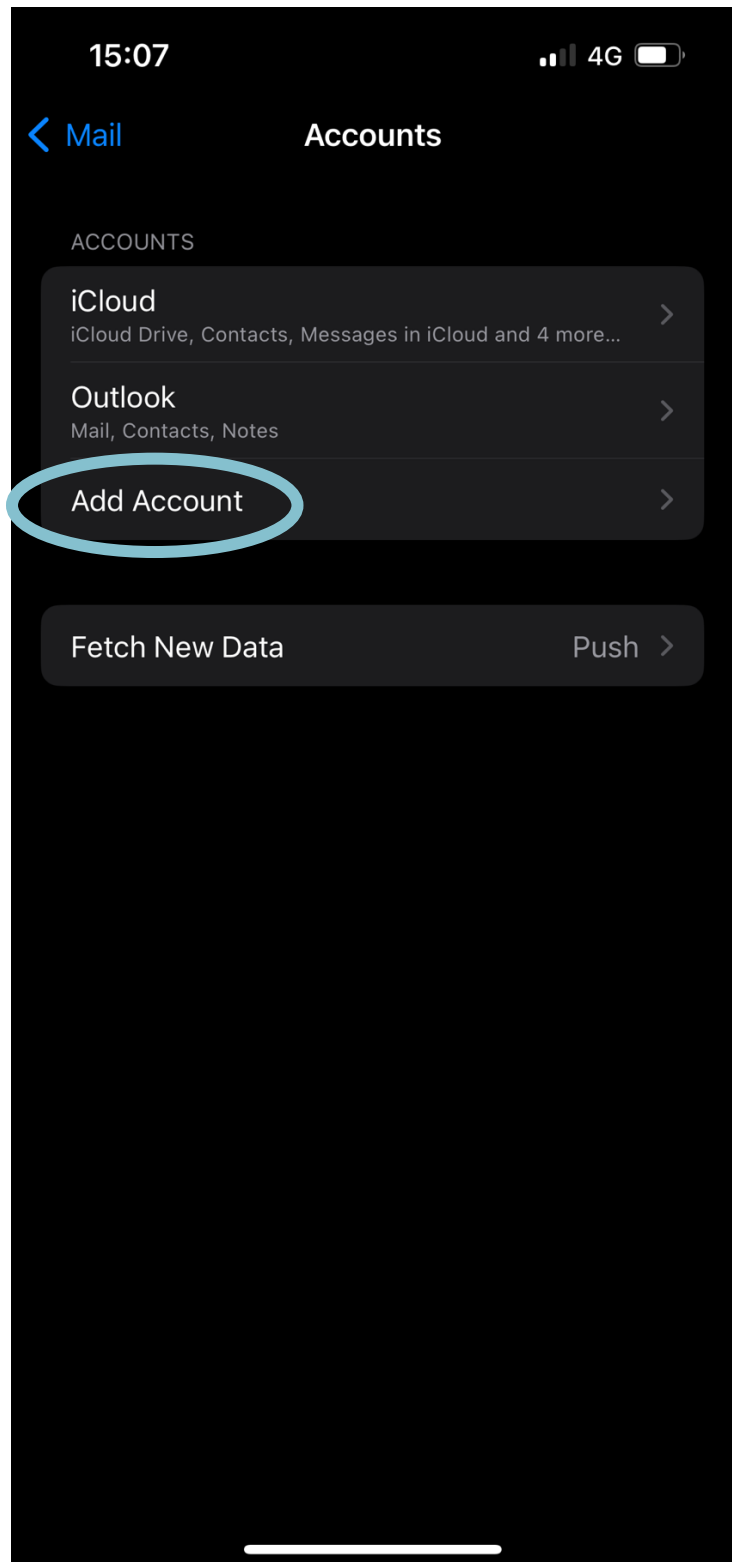
Step 2



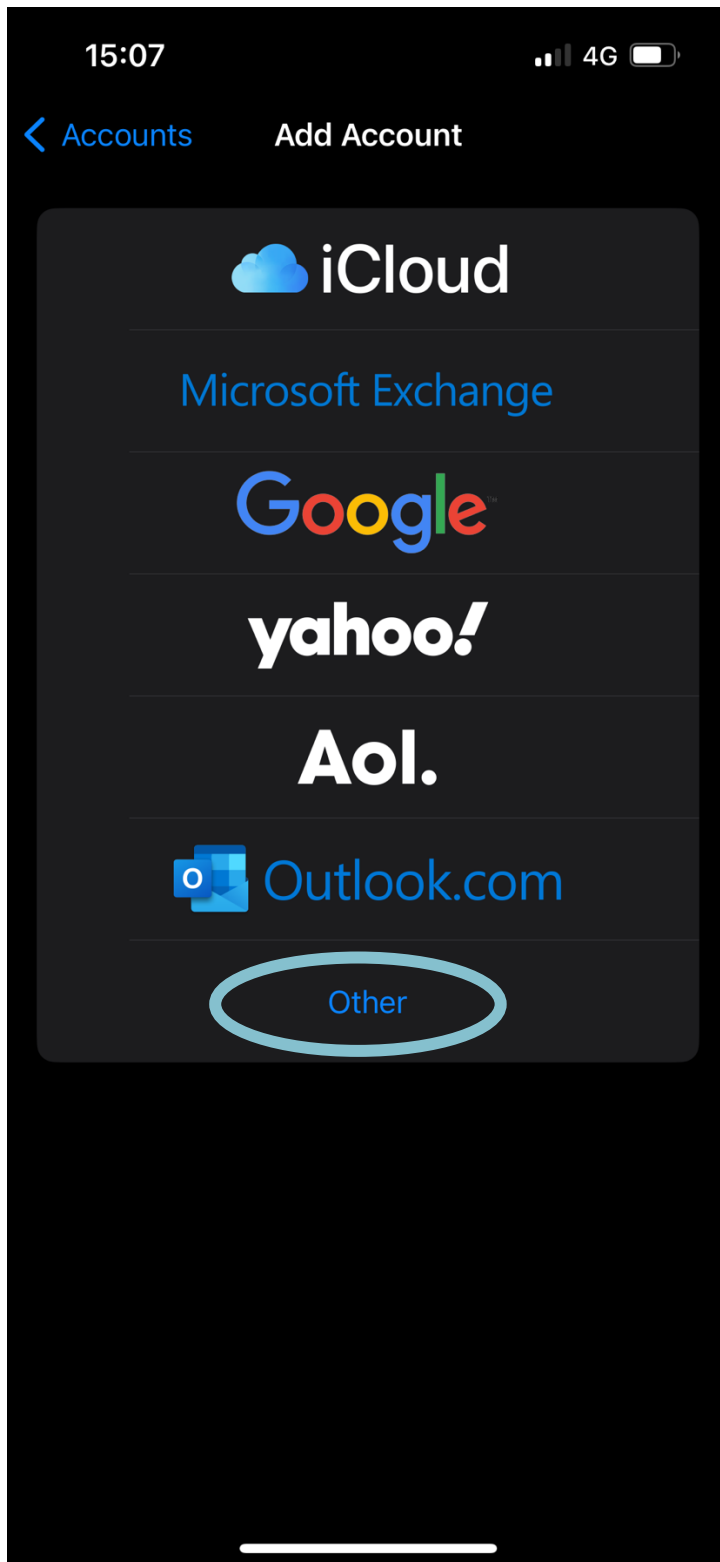
Select the
'Accounts'
option.

Step 3

Select 'Add Account'.



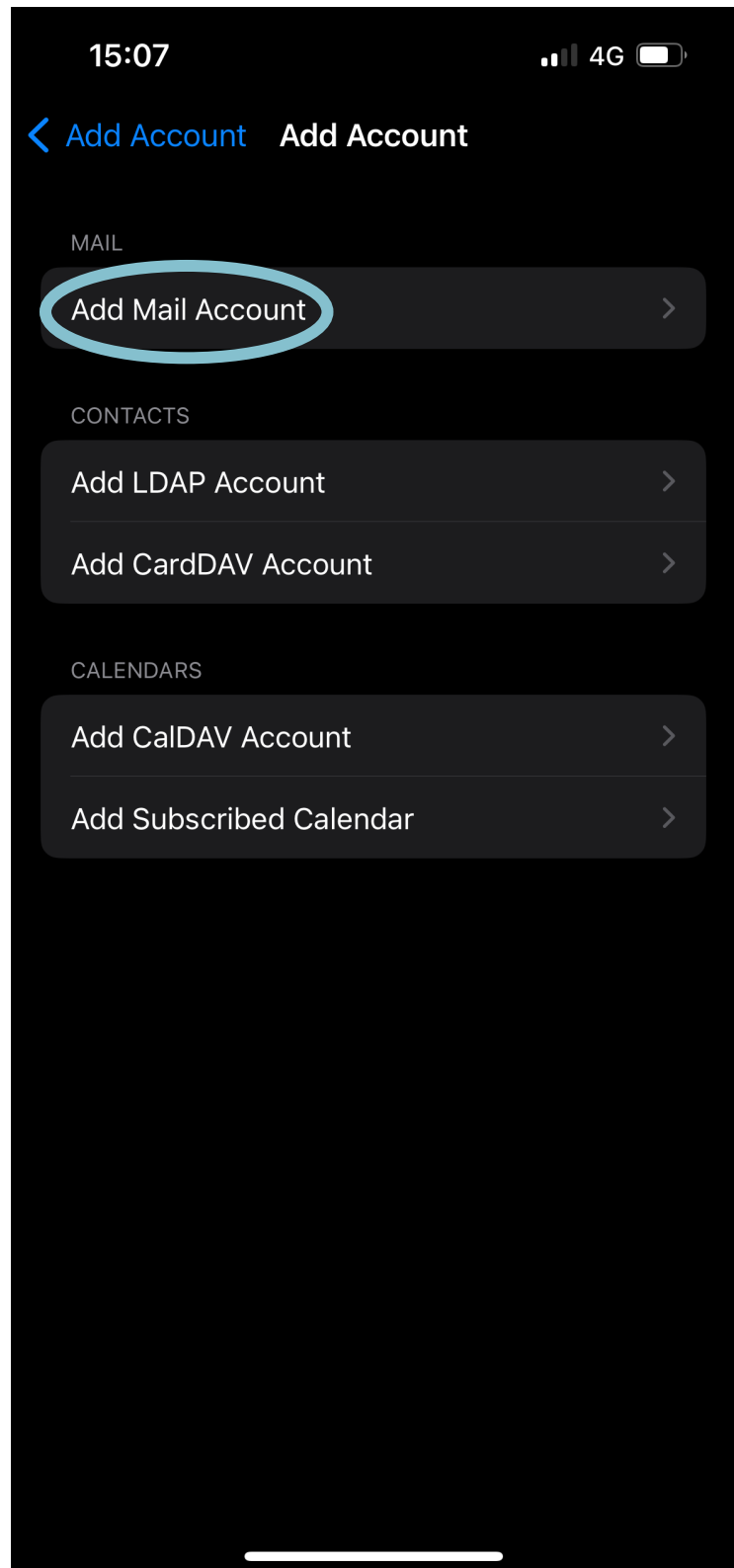
Step 4



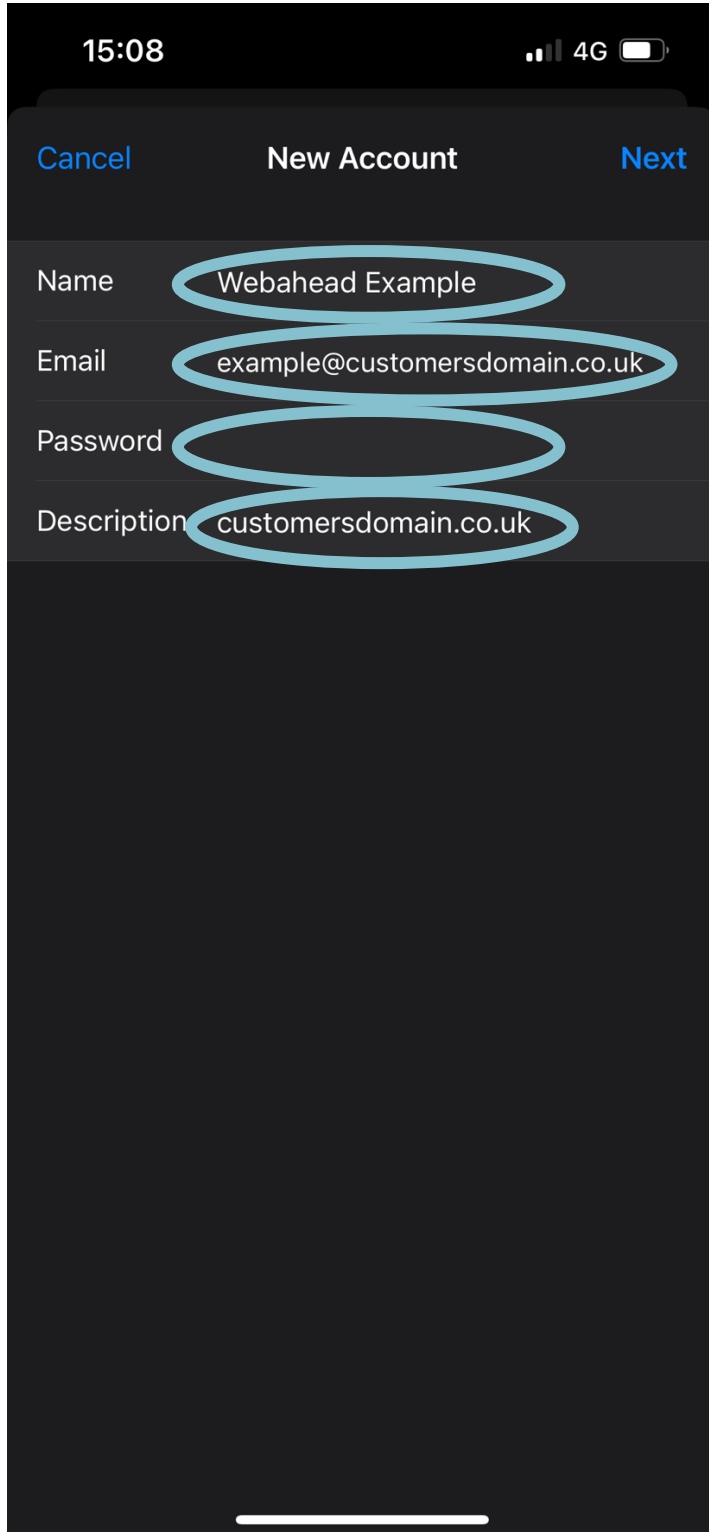
Select 'Other' from the list of options.

Step 5

Select 'Add Mail Account'.



Step 6



15:08 4G

Cancel New Account Next

Name Webahead Example

Email example@customersdomain.co.uk

Password

Description customersdomain.co.uk

In the '**Name**' field, enter your First and Last name (or your company name)

In the '**Email**' field, enter your company email address. This will usually be info@ followed by your website domain. E.g. info@mywebsite.com

In the '**Password**' field, enter the password provided to you in your welcome pack.

In the '**Description**' field, enter your website domain. E.g. mycompany.co.uk

(the details of your email address, password and website domain will have been sent to your personal email address in your welcome pack when you signed up)

Step 7

Firstly, ensure the 'IMAP' option is selected at the top.

Under 'Incoming Mail Server', enter the following information in the individual fields:

Host Name:

imap.stackmail.com

Username

Your email address (e.g. info@mywebsite.com)

Password:

Your password (provided in your welcome pack)

Under 'Outgoing Mail Server', enter the following information in the individual fields:

Host Name:

smtp.stackmail.com

Username

Your email address (e.g. info@mywebsite.com)

Password:

Your password (provided in your welcome pack)

15:10 4G

Cancel New Account Next

IMAP POP

Name Webahead Example

Email example@customersdomain.co.uk

Description customersdomain.co.uk

INCOMING MAIL SERVER

Host Name imap.stackmail.com

Username example@customersdomain.co.uk

Password

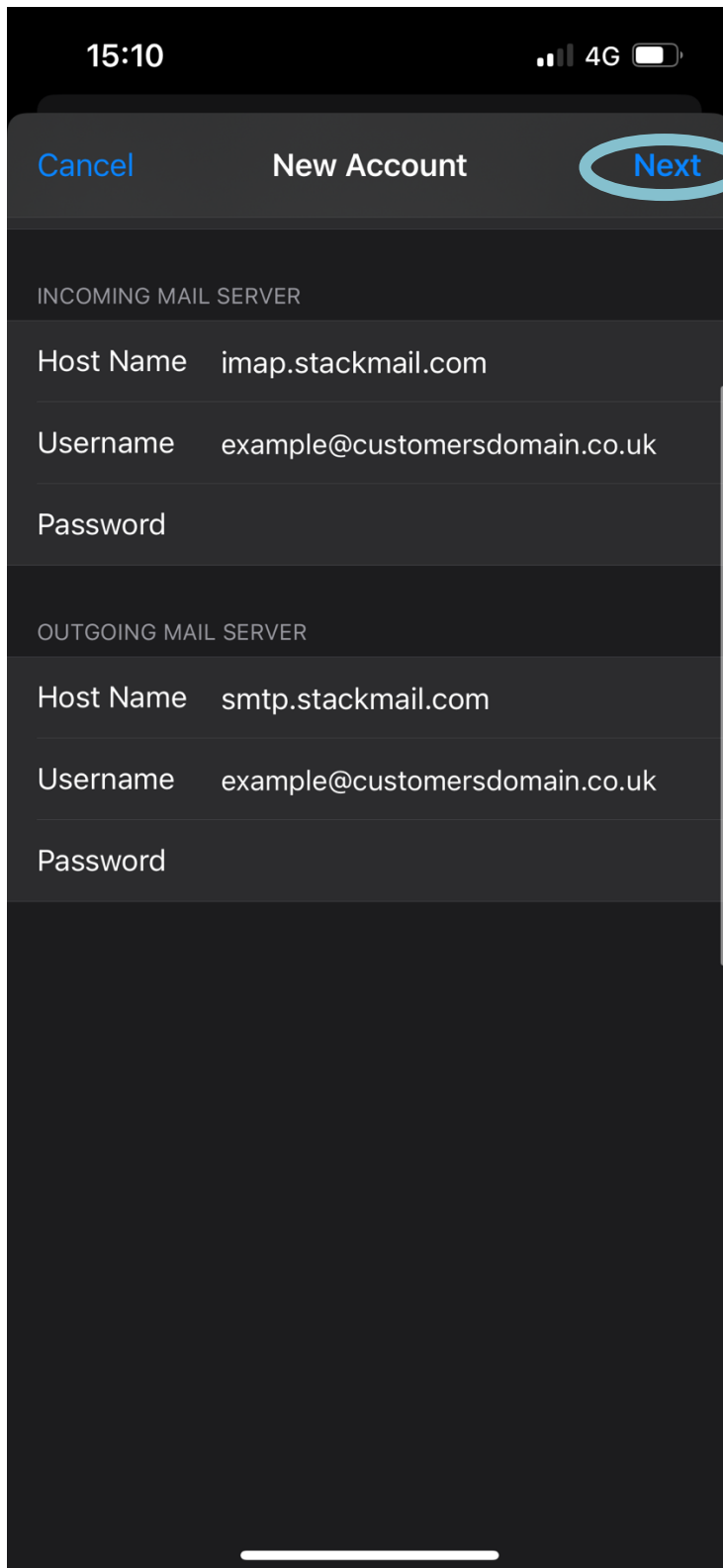
OUTGOING MAIL SERVER

Host Name smtp.stackmail.com

Username example@customersdomain.co.uk

Password

Step 8



15:10 4G

Cancel New Account **Next**

INCOMING MAIL SERVER

Host Name imap.stackmail.com

Username example@customersdomain.co.uk

Password

OUTGOING MAIL SERVER

Host Name smtp.stackmail.com

Username example@customersdomain.co.uk

Password

Tap '**Next**' at the top right and you will see the word '**Verifying**' appear. This can take some time to verify, depending on your internet connection.

If all your information was entered correctly, your new mailbox will be setup.

Please note that it can take up to 30 minutes for existing mailboxes to download their emails to your device.