



Android POP3 Email Account Setup

1. From the Android Apps list, tap on '**Mail**'
2. If you don't have any other email accounts set up, just tap on '**Other (POP3/IMAP)**'
 - a) If you do have another account setup, press '**Menu**' > '**More**' > '**New Account**'
3. Tap on the button '**Manual Setup**'
4. Enter the information requested
 - a) Protocol: **POP**
 - b) Email address: **your full email address** (i.e. john.doe@company.com)
 - c) Username: **your full email address again** (i.e. john.doe@company.com)
 - d) Password: **your password for the account.**
 - e) POP server: **your incoming mail server, as provided in your welcome kit.** (i.e. mail.company.com)
 - f) Security Type: **TLS**
 - g) Server port: **995**
5. Tap '**Next**'
6. On the next screen, enter the information for Outgoing server settings
 - a) Make sure the check-box next to 'Login required' is **checked**
 - b) Username: **your full email address again** (i.e. john.doe@company.com)
 - c) Password: **your password for the account.**
 - d) SMTP server: **your outgoing mail server, as provided in your welcome kit.** (i.e. mail.company.com)
 - e) Security Type: **TLS**
 - f) Server port: **587**
7. Tap '**Next**'
8. Fill in the last two fields as you want
 - a) Account name: your email address
 - b) Your name
9. Tap 'Finish Setup'

Done!