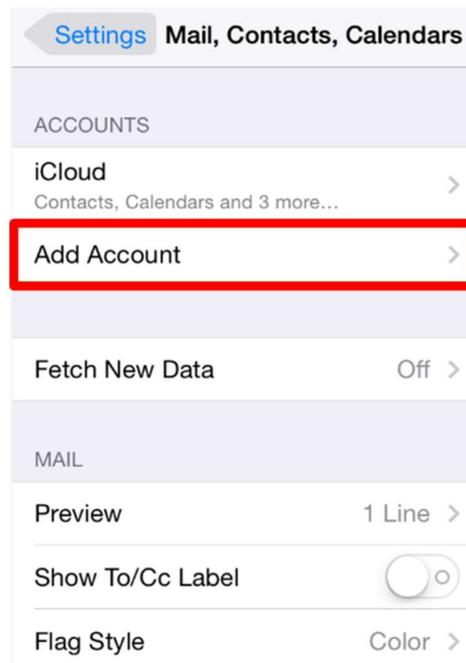


Email account setup on iPhone

1. Select **Settings** from the home screen of your iPhone



2. Choose **Mail, Contacts, Calendars** and click on **Add Account**:



3. Choose **Other** from the appeared list:



4. Select **Add Mail Account**. In the **New Account** menu, you will need to specify the following records:

- **Name:** your name, it will appear as a sender name
- **Address:** your full email address that was created in your *CPanel > Email Accounts* menu
- **Password:** password for this email address
- **Description:** you can specify any description, but we advise you to specify your email address

A screenshot of the 'New Account' form. At the top, there are three buttons: 'Cancel', 'New Account', and 'Next'. The 'Next' button is highlighted with a red box. Below the buttons, there are four input fields: 'Name' with the placeholder 'Your Name', 'Email' with the placeholder 'name@domainname.com', 'Password' with a masked password of ten dots, and 'Description' with the placeholder 'Domainname'. At the bottom of the form is a virtual keyboard with keys for QWERTY, ASDFGHJKL, ZXCVBNM, and a spacebar.

Then, click **Next**.

5. Select protocol type: **IMAP** or **POP3**. We advise you to use IMAP. The selected one will be highlighted blue.

6. Settings are equal both for IMAP and POP3 on this step:

- **Name, Address** and **Description** should have been already filled in
- **Host name:** the server name where your account is hosted example: server.firstonline-server.com
- **User Name:** your email address
- **Password:** password for your email

NOTE: Your server name or hostname is given in the signup email. Please replace ns1.firstonline-server.com used in this tutorial with your actual hostname.

Please insert your **hostname** in **Incoming Mail Server** and **Outgoing Mail Server**:

Cancel **New Account** Next

IMAP POP

Name Your Name

Email name@domainname.com

Description Domainname

INCOMING MAIL SERVER

Host Name ns1.firstonline-server.com

User Name name@domainname.com

Password ●●●●●●●●●●

OUTGOING MAIL SERVER

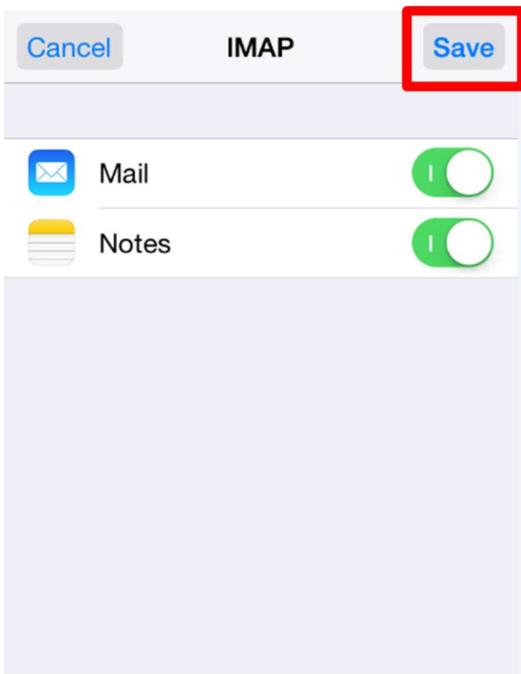
Host Name ns1.firstonline-server.com

User Name name@domainname.com

Password ●●●●●●●●●●

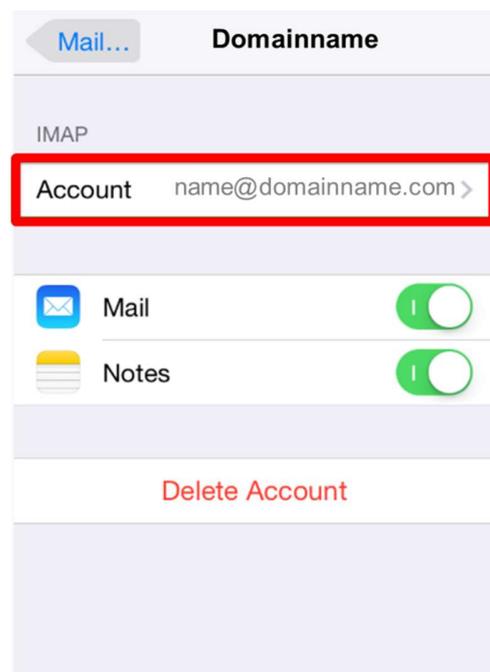
Then, click **Next**.

7. If you use **IMAP**, it is possible to enable the following services:



Click on **Save** and wait till checking is finished.

8. When checking is finished, you will be redirected to **Mail, Contacts, Calendars** screen. Choose your newly created account there:



9. Scroll down the screen and select **Advanced**:

The screenshot shows the 'Account' settings screen. At the top, there are three buttons: 'Cancel', 'Account', and 'Done'. Below this, the 'INCOMING MAIL SERVER' section is visible, with fields for 'Host Name' (ns1.firstonline-server.com), 'User Name' (name@domainname.com), and 'Password' (represented by dots). The 'OUTGOING MAIL SERVER' section shows 'SMTP' set to ns1.firstonline-server.com. At the bottom, the 'Advanced' option is highlighted with a red rectangular box.

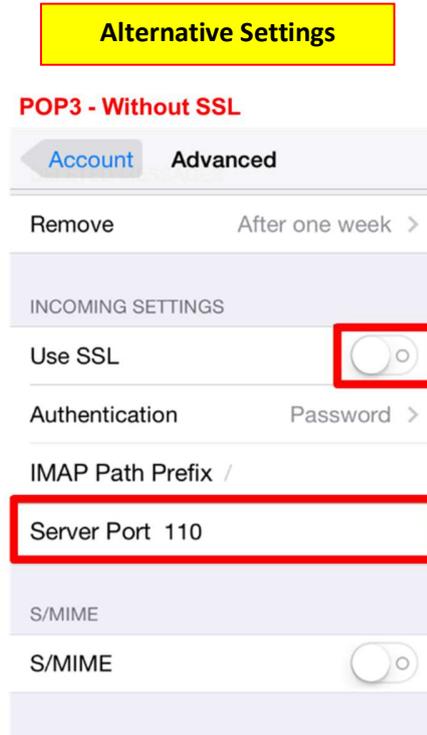
10. You will be able to choose additional settings for **IMAP** or **POP3**.

If you set **IMAP** connection you need to use port **993 (with SSL)** or port **143 (without SSL)**.
Set **IMAP Path Prefix** to **INBOX**:

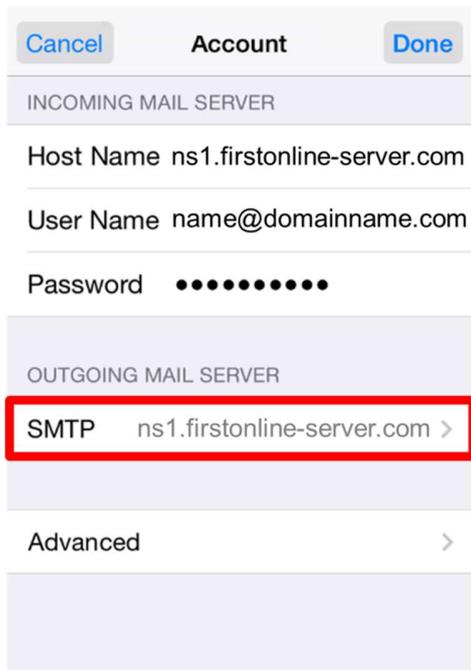
This screenshot is titled 'Recommended Settings' in a yellow box. It shows the 'Advanced' settings for an IMAP account with SSL. The 'Use SSL' toggle is turned on and highlighted with a red box. The 'Server Port' is set to 993 and is also highlighted with a red box. Other settings like 'Authentication' (Password) and 'IMAP Path Prefix' are visible but not highlighted.

This screenshot is titled 'Alternative Settings' in a yellow box. It shows the 'Advanced' settings for an IMAP account without SSL. The 'Use SSL' toggle is turned off and highlighted with a red box. The 'Server Port' is set to 143 and is also highlighted with a red box. Other settings like 'Authentication' (Password) and 'IMAP Path Prefix' are visible but not highlighted.

If you chose **POP3** you need to use port **995 (with SSL)** or port **110 (without SSL)**:



11. In order to set up additional settings for outgoing server, you will need to return in previous menu and then go to **Outgoing Mail Server** via clicking on host name of the server:



12. For Outgoing Server (SMTP) select port **465 (with SSL)** or port **587 (without SSL)**:

Recommended Settings

With SSL

A screenshot of an email configuration screen. At the top, there are three buttons: 'Cancel', 'Verifying', and 'Done'. Below this is a 'Server' toggle switch which is turned on. A section titled 'OUTGOING MAIL SERVER' contains the following fields: 'Host Name' with the value 'ns1.firstonline-server.com', 'User Name' with the value 'name@domainname.com', and 'Password' with the label 'Optional'. Below these is a 'Use SSL' toggle switch which is turned on and highlighted with a red box. At the bottom, there is an 'Authentication' dropdown set to 'Password' with a right arrow, and a 'Server Port' field with the value '465', which is also highlighted with a red box.

Alternative Settings

Without SSL

A screenshot of an email configuration screen. At the top, there are three buttons: 'Cancel', 'Verifying', and 'Done'. Below this is a 'Server' toggle switch which is turned on. A section titled 'OUTGOING MAIL SERVER' contains the following fields: 'Host Name' with the value 'ns1.firstonline-server.com', 'User Name' with the value 'name@domainname.com', and 'Password' with the label 'Optional'. Below these is a 'Use SSL' toggle switch which is turned off and highlighted with a red box. At the bottom, there is an 'Authentication' dropdown set to 'Password' with a right arrow, and a 'Server Port' field with the value '587', which is also highlighted with a red box.

Once settings are verified, account is active and ready to use.

To test your new email account, go to **Messages** and try sending and receiving emails.