

Mac Mail Email Setup

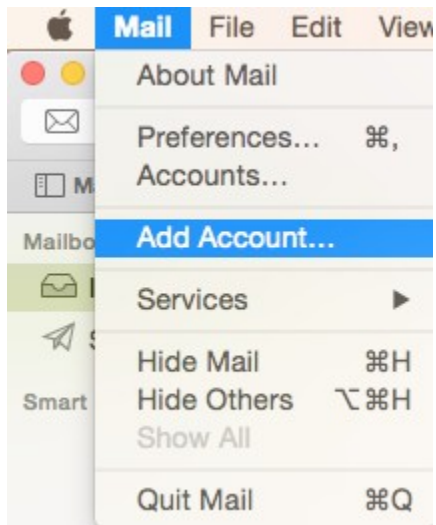
In this tutorial we will be guiding you through the process of configuring email on Mac Mail. We are using Mac Mail Version 10.2 on OS X . If you are using a different version or operating system, these instructions may differ.

Logging into webmail at:

<http://mail.hostedemail.com>

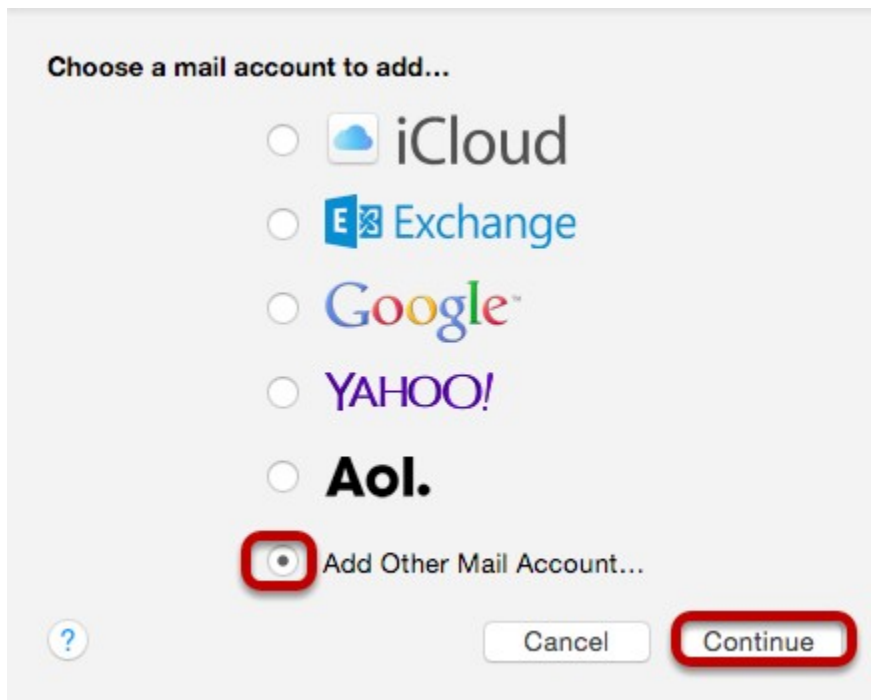
If you are able to successfully login to the webmail interface, then your email is in working order.

Step 1: Add Account



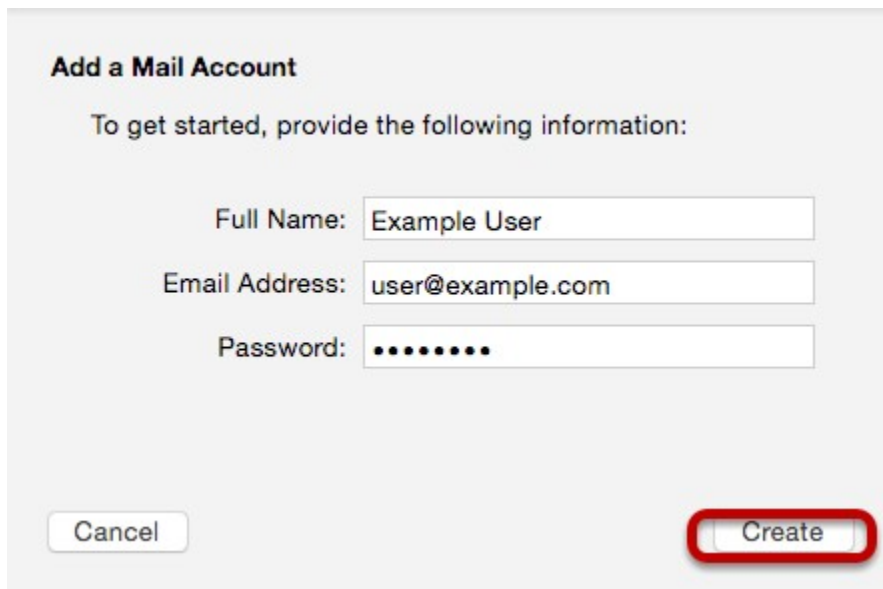
Launch Mac Mail, click on **Mail** and then select **Add Account**.

Step 2: Select Account Type



Choose **Add Other Mail Account** and click **Continue**.

Step 3: Enter Account Information



Add a Mail Account

To get started, provide the following information:

Full Name:

Email Address:

Password:

Enter the following information:

Full Name:

This is the name that will appear on all outgoing mail from this account.

Email Address:

The full email address of your account.

Password:

The password of your email account.

Then click **Create**.

Step 4: Manually Configure Account

Add a Mail Account

To get started, provide the following information:

Full Name:

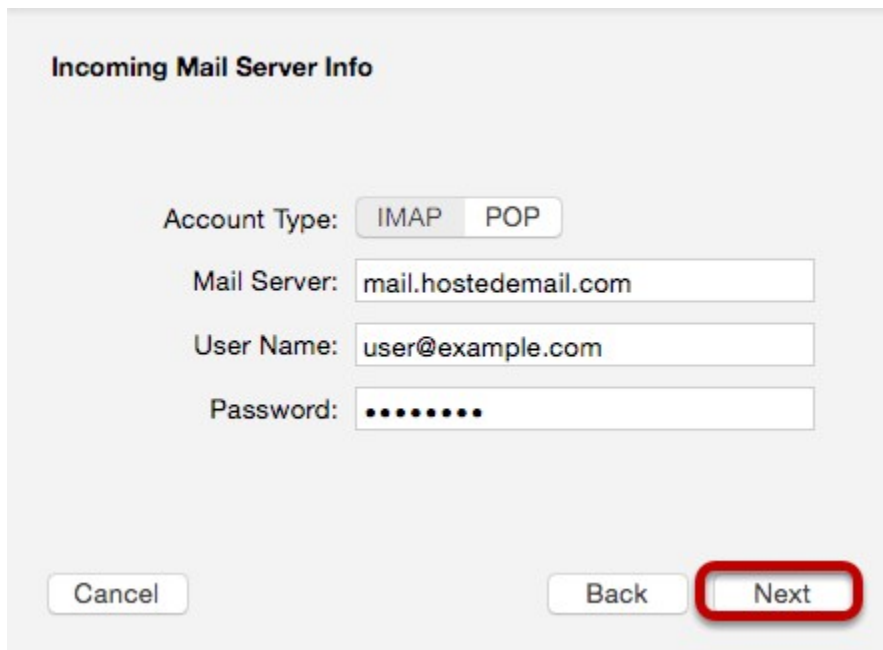
Email Address:

Password:

Account must be manually configured

The system will prompt you that manual account configuration is required. Click **Next**.

Step 5: Enter Incoming Mail Server Information



Incoming Mail Server Info

Account Type: IMAP POP

Mail Server: mail.hostedemail.com

User Name: user@example.com

Password: •••••••

Cancel Back Next

Enter the following information:

Account Type:

We recommend IMAP.

Mail Server:

mail.hostedemail.com

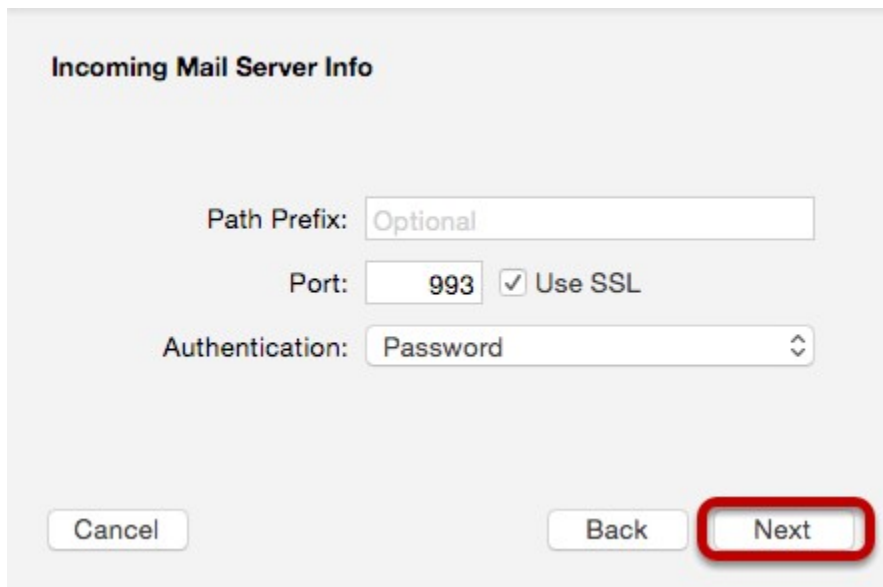
User Name:

Your full email address.

Password:

Your email account password.

Step 6: Enter Incoming Server Port Information



Incoming Mail Server Info

Path Prefix:

Port: Use SSL

Authentication:

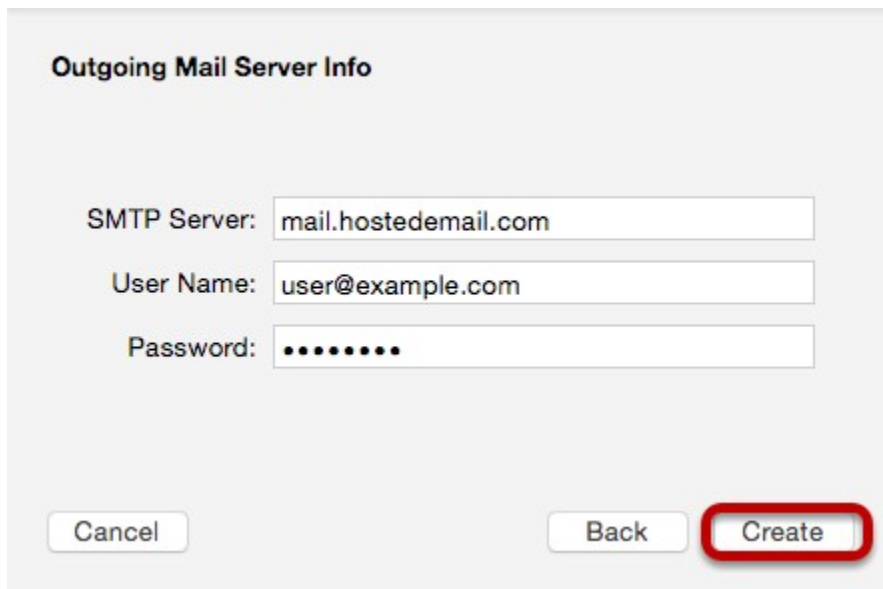
Enter the following information

Port:

993 (IMAP or 995 (POP)

Click **Next**.

Step 7: Enter Outgoing Mail Server Information



Outgoing Mail Server Info

SMTP Server: mail.hostedemail.com

User Name: user@example.com

Password:

Cancel Back Create

Enter the following information:

SMTP Server:

mail.hostedemail.com

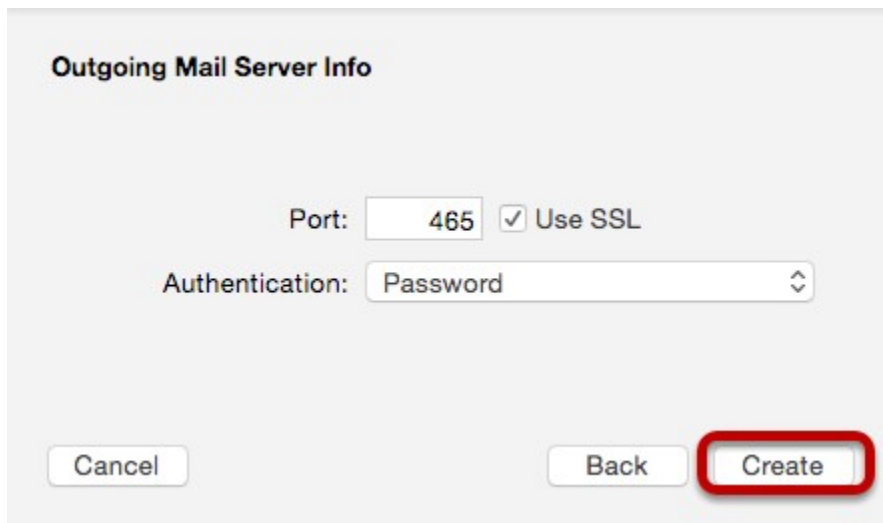
User Name:

Your full email address.

Password:

Your email account password.

Step 8: Enter Outgoing Mail Server Port



Outgoing Mail Server Info

Port: Use SSL

Authentication:

Enter the following information

Port:

465

Click **Create**.