

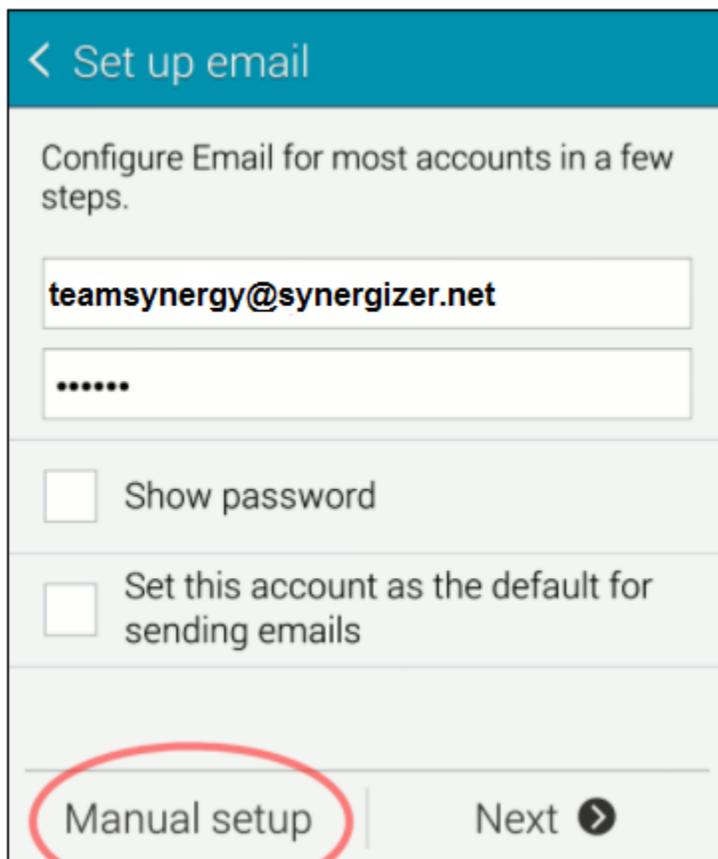
# IMAP set up on an Android-based phone?

## 1. Go to the mail setup screen

From the applications menu, select **Email**.

If you have a previous e-mail account created, press **Menu**, then **Add account**.

## 2. Enter your e-mail address and password.



< Set up email

Configure Email for most accounts in a few steps.

teamsynergy@synergizer.net

\*\*\*\*\*

Show password

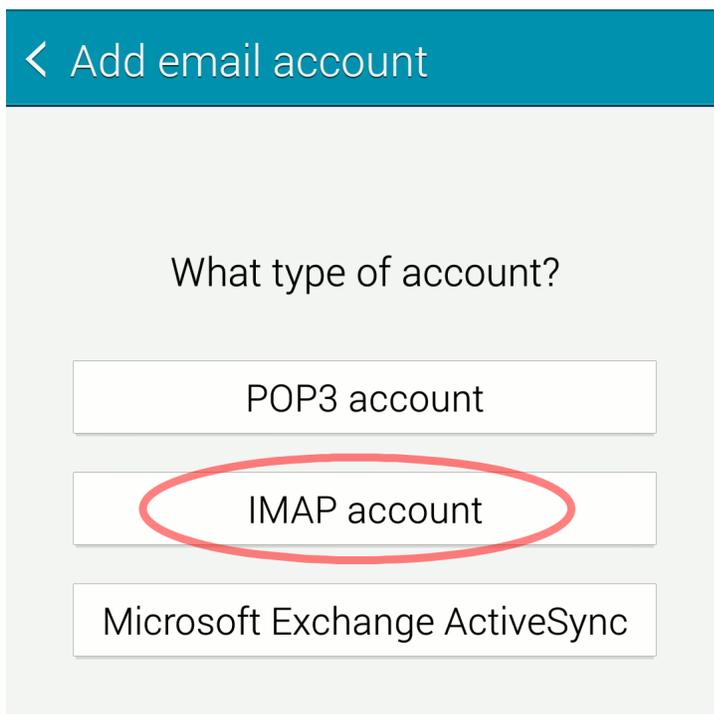
Set this account as the default for sending emails

Manual setup | Next >

Press **Manual setup** in the bottom left hand corner to continue.

### 3. Select the type of account.

For these instructions, we will be setting up a IMAP account using TLS. Select **IMAP account** from the account type menu shown below.



The screenshot shows a mobile application interface for adding an email account. At the top, there is a teal header bar with a white left-pointing arrow and the text "Add email account". Below the header, the question "What type of account?" is centered. Three white rectangular buttons with thin grey borders are stacked vertically. The first button contains the text "POP3 account". The second button contains the text "IMAP account" and is circled with a red hand-drawn oval. The third button contains the text "Microsoft Exchange ActiveSync".

## 4. Incoming server settings.

The screen should look like this:

**< Incoming server settings**

Email address  
**teamsynergy@synergizer.net**

Username  
**teamsynergy@synergizer.net**

Password  
.....

IMAP server  
**popmail.synergybroadband.com**

Security type  
SSL (Accept all certificates)

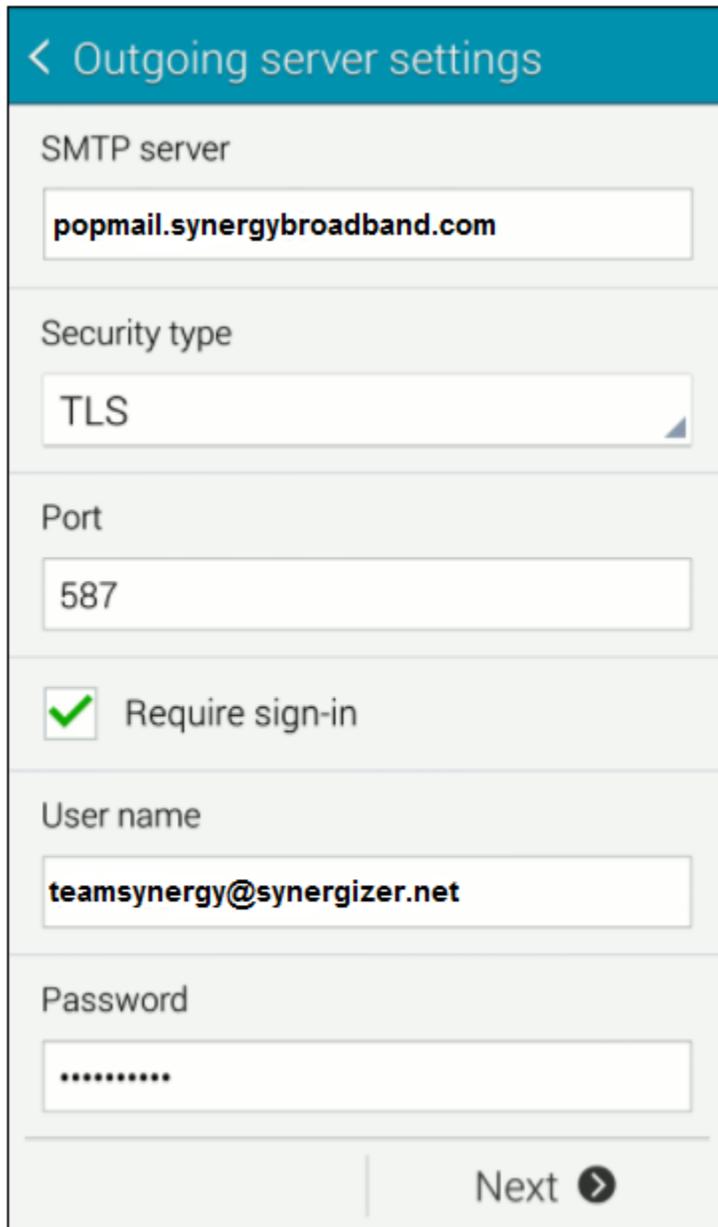
Port  
993

IMAP path prefix  
Optional

Next **>**

## 5. Outgoing server settings.

The screen should look like this:



< Outgoing server settings

SMTP server

popmail.synergybroadband.com

Security type

TLS

Port

587

Require sign-in

User name

teamsynergy@synergizer.net

Password

\*\*\*\*\*

Next >

Then press Next on the bottom of the screen.

The "SMTP" user name and password are required, not optional. You need to enter your user name and password if you want to send mail.

The passwords you enter here must be the e-mail mailbox password (which is not necessarily the same as your master account password).

## 6. Account options.

The next screen lets you some options about how your phone checks for mail. You can update these if you wish, or leave the defaults:

< Account options

Period to sync Email

2 weeks

Sync schedule

Manual

Peak schedule

Manual

Sync Email

Set this account as the default for sending emails.

Notify me when email arrives

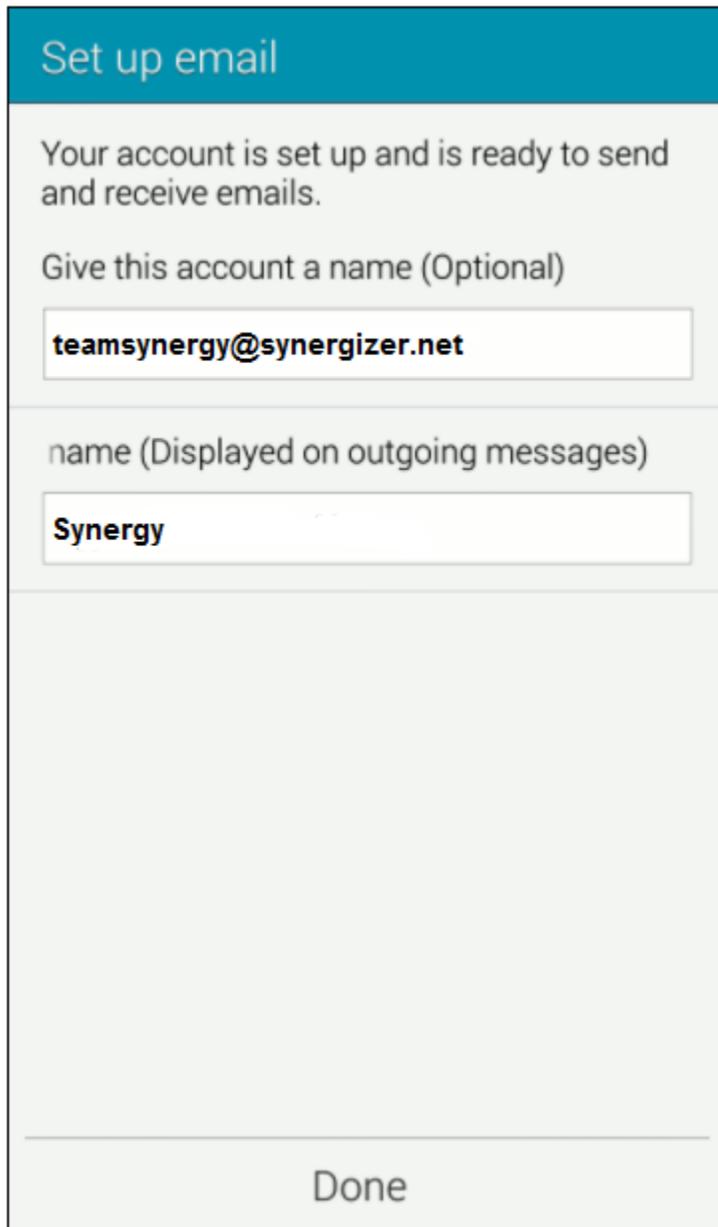
Automatically download attachments when connected to a Wi-Fi network

Next >

## 7. Account name.

Enter in an account name, which your phone will use to describe this account. We recommend entering your e-mail address.

Then enter your name. This is the name that other people will see when you send them e-mail.



Set up email

Your account is set up and is ready to send and receive emails.

Give this account a name (Optional)

teamsynergy@synergizer.net

name (Displayed on outgoing messages)

Synergy

Done

Then press **Done** on the bottom of the screen.

Setup is complete!