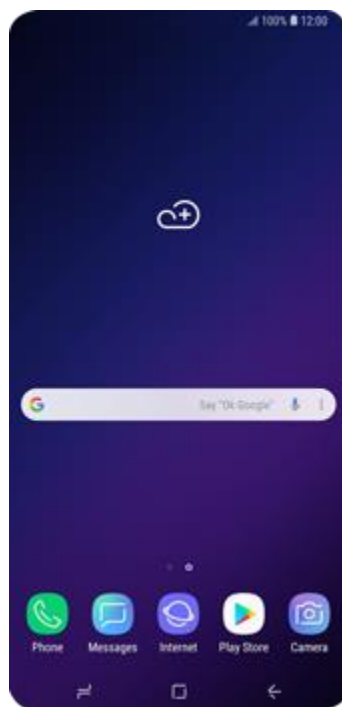


EMAIL SETUP FOR ANDROID PHONES

(Updated November, 2018)

This tutorial will step you through configuring your email address in an Android phone, we are using Samsung s9 for this example.

1. Go to the Start screen. To open the menu, swipe up or down on the screen.



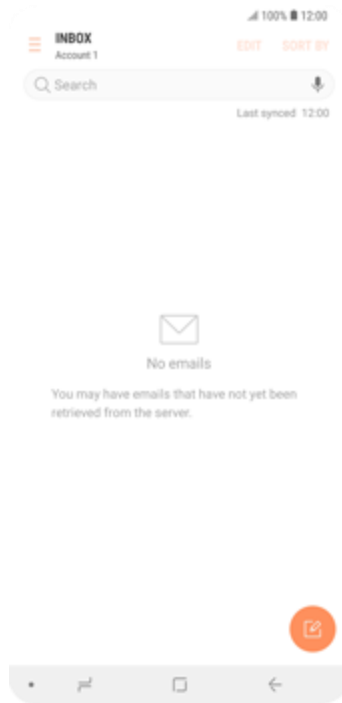
3. Choose Samsung



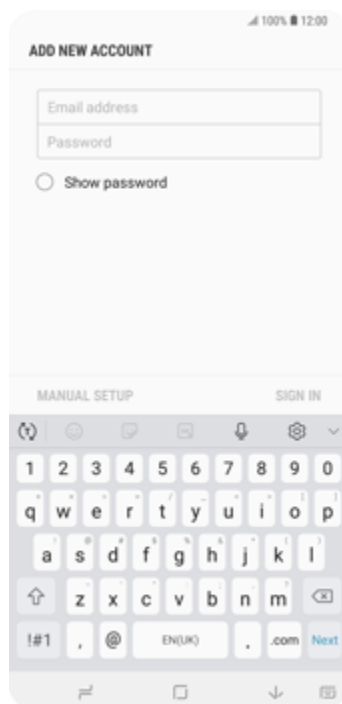
4. Choose Email



5. If this screen appears, choose the list symbol. Choose the settings symbol and then Add account. If this screen does not appear, go to the next step.



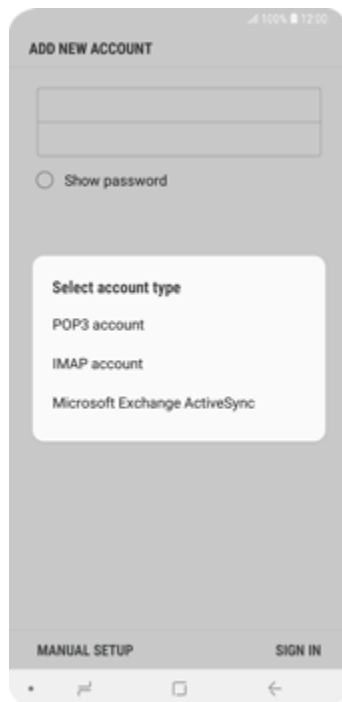
6. Choose Email address and enter Your full email address, e.g. test@personalemails.com.au Choose Password and enter your Personal Emails mail password provided on your order.



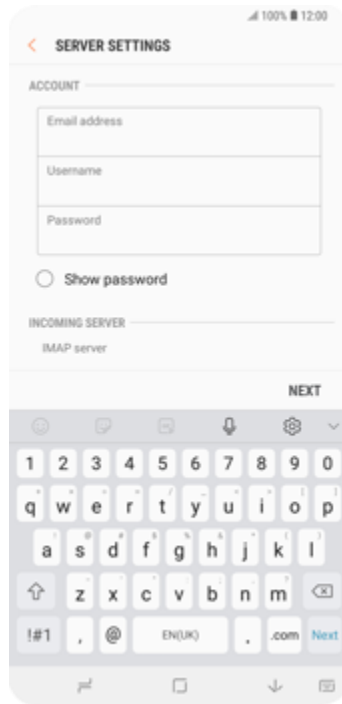
7. Choose MANUAL SETUP



8. Choose Imap Account.



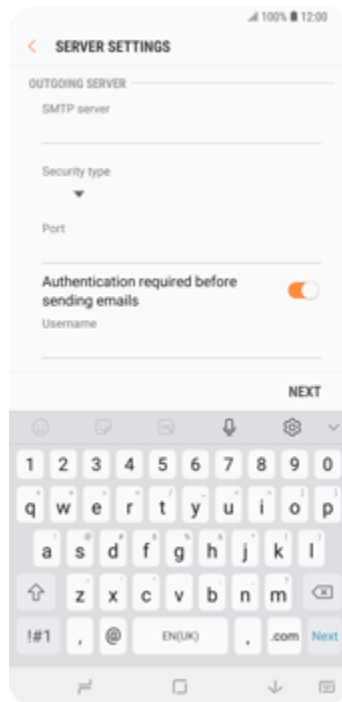
9. Under Email address, enter Your full email address, e.g. test@personalemails.com.au Under Username, enter Your full email address, eg, test@personalemails.com.au. Under Password, enter your Personal Emails mail password provided on your order.



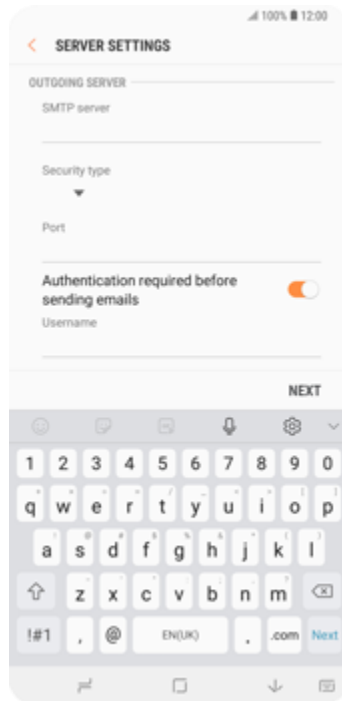
10. Scroll down. Under IMAP server, enter `imap.xtra.co.nz`. Under Security type, choose SSL. Under Port, enter 993



11. Scroll down. Under SMTP server, enter `my.serverhost.com.au`. Under Security type, choose SSL. Under Port, enter 465

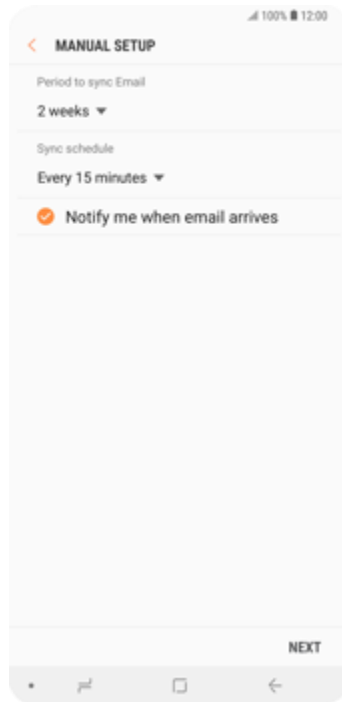


12. Authentication is required before sending emails. Make sure its is enabled.

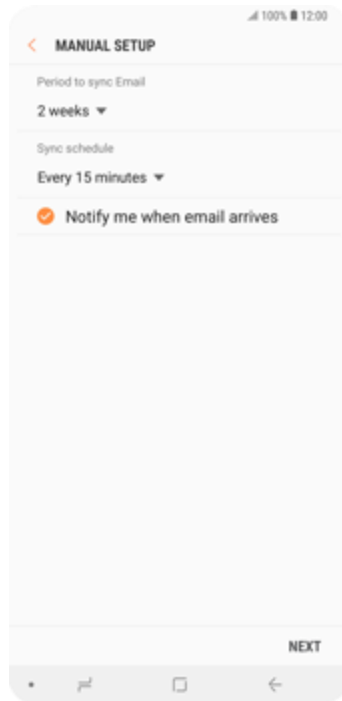


13. Choose NEXT. The information will be verified. If an error message is displayed, verify the settings and choose NEXT.

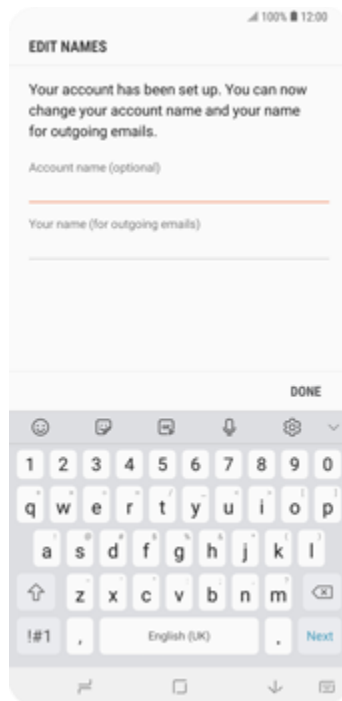
14. Under Period to sync Email, choose an option. Under Sync schedule, choose an option



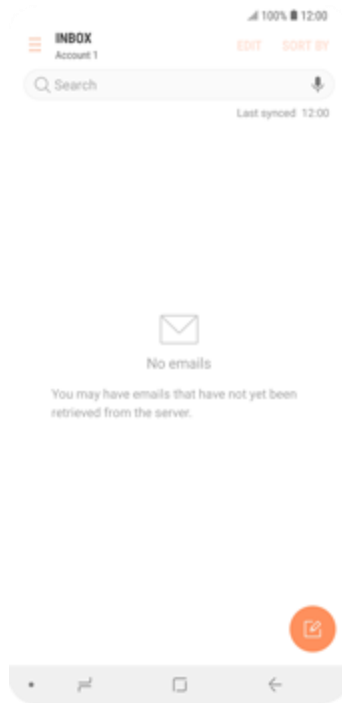
15. Optional: untick Notify me when email arrives. Choose NEXT.



16. Under Account name (optional), enter Personal Emails Mail. Under Your name (for outgoing emails), enter your name. You would normally use your First and Last name. Choose DONE.



17. The Email account has been configured and is ready for use. Return to the Start screen.



18. SMTP verification (username and password for outgoing emails) is needed.

