To set up **POP**, perform the following steps (Steps may vary slightly between Android devices, but all settings will remain the same):

1. If this is the **first email account** on the Android: From the **Home** screen, tap the **Applications** button and then tap the **Email** icon. You will be presented with an email setup screen, tap **Next**

-Otherwise-From the **Home** screen, tap the **Applications** button, tap **Settings**, find **Accounts** or **Accounts & Sync**, and tap **Add Account**

2. Select **Email** or **Other** from the Add Account selection



3. Enter your entire email address (e.g., myname@mydomain.com) and your mailbox password

4. Tap the **Next** button and then select **POP** as the type of account. Enter the following information for Account Setup:

•<u>Email Address</u>: Your complete email address

•<u>Username</u>: Your complete email address

•Password: Your email address password

•IMAP server: secure.emailsrvr.com

•<u>Port</u>: **995**

Security type: SSL or SSL/TLS

•Authentication Method: Auto

Incoming server settings	Outgoing server settings
POP3 server	SMTP server
secure.emailsrvr.com	secure.emailsrvr.com
Security type	Security type
SSL •	SSL *
Port number	Port number
995	465
Username	Require sign-in.
user@domain.com	Username
Password	user@domain.com
	Password
Show password	•••••

5. Tap the **Next** button. The device will connect to the internet and verify your incoming settings

6. Enter the following information for the 2nd portion of the Account setup, **Outgoing Server Settings**:

•<u>SMTP server</u>: **secure.emailsrvr.com**

•<u>Port</u>: **465**

•<u>Security type</u>: **SSL** or **SSL/TLS**

•Authentication Method: Auto

•<u>Require sign-in</u>: **Must be checked**

7. Tap the **Next** button. The device will connect to the internet and verify your outgoing settings

*<u>Note</u>: On the Account Options/Settings screen, make changes as desired

8. Tap the **Next** button. You can name your account and edit the display name here if you choose to (the Display Name is what will show in the "From" field of the messages you send) and then tap **Done** to complete the set up