

If you would like to learn more about the differences between POP and IMAP, please see the help topic, "POP vs. IMAP" here: <http://www.rackspace.com/apps/support/portal/4266/941/943/4012>

Steps are compatible with 3G and 4.0.

### To set up IMAP, do the following:

1. Tap **Settings, Mail, Contacts, Calendars, Add Account, Tap Other** and then **Add Mail Account**.



2. Enter the following information in the spaces provided:

- Name—Enter your first and last name. This is the name that will appear in the **From** field of messages you send.
- Address—Enter your entire email address (e.g., myname@mydomain.com).
- Password—Enter the password for your email account.
- Description—Enter a descriptive name for the account (e.g., Work Account). This description will be visible only to you.

3. Tap the **Save** button.

Note: If **IMAP** is not already selected, tap the **IMAP** button.

4. Under both the **Incoming Mail Server** and **Outgoing Mail Server** sections, enter the following information:

- Host Name—Enter the secure server name: **secure.emailsrvr.com**
- User Name—Enter your entire email address (e.g., myname@mydomain.com). Password—Enter the password for your email account.

Incoming Mail Server	
Host Name	secure.emailsrvr.com
User Name	myname@mydomain.com
Password	●●●●●●●●

  

Outgoing Mail Server	
Host Name	secure.emailsrvr.com
User Name	myname@mydomain.com
Password	●●●●●●●●

5. Tap the **Save** button and the device will verify settings and return to the **Mail, Contacts, Calendars** screen.

### Configure Default Folders

1. Tap **Settings, Mail, Contacts, Calendars**, Select your **account**, scroll down and Tap **Advanced**.



2. Under **Mailbox Behaviors**, tap **Drafts Mailbox**.
3. Under **On the Server**, tap **Drafts**.
4. Tap **Advanced** and Tap the **Sent Mailbox**.
5. Under **On the Server**, tap **Sent**.
6. Tap **Advanced** and then Tap **Deleted Mailbox**.
7. Under **On the Server**, tap **Trash**.