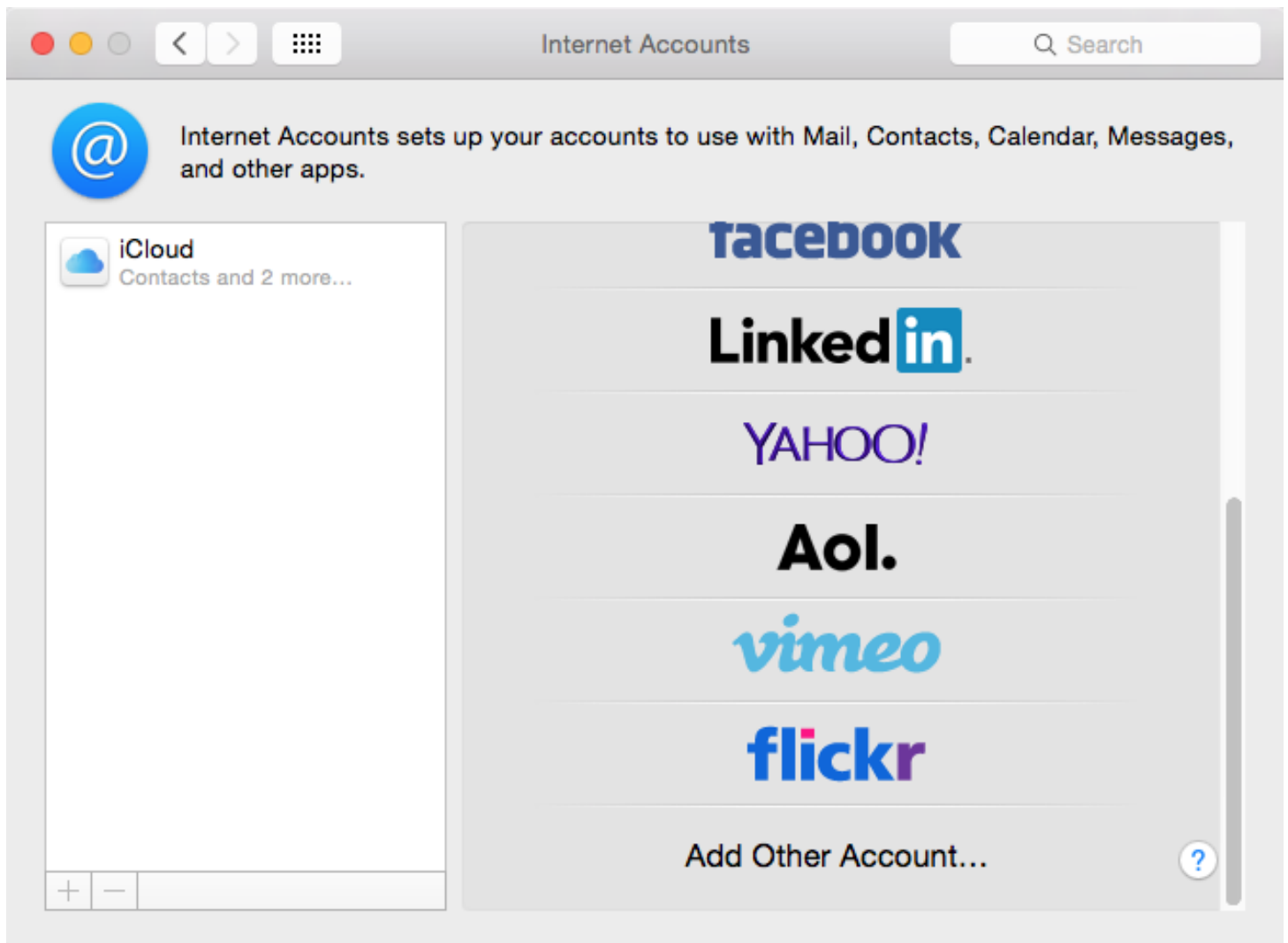


Mac Mail (IMAP)

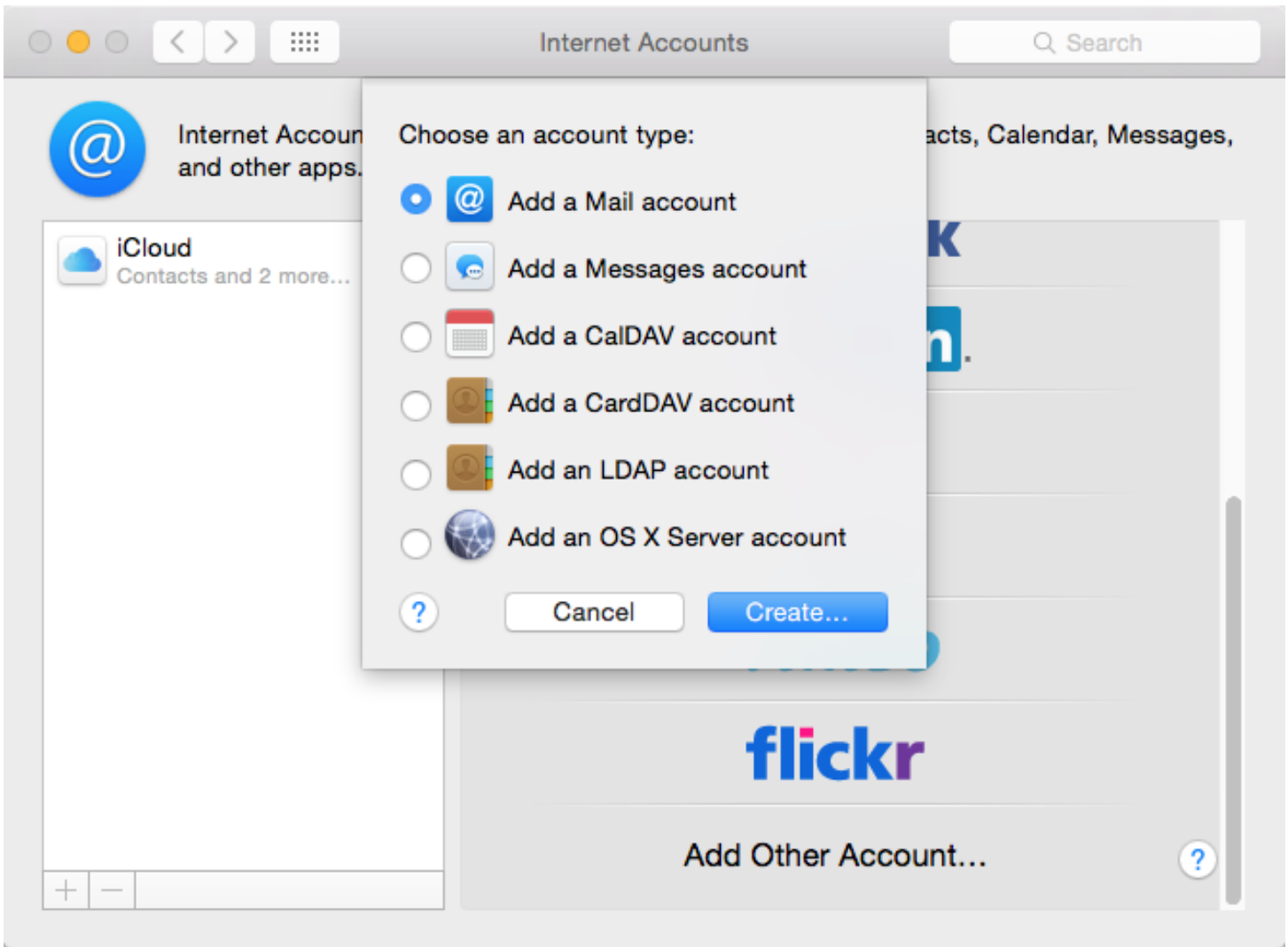
This article will assist you with setting up Apple Mail, using IMAP, for your Hosted Mailbox.

1. Launch System Preferences. You can easily get to System Preferences by pressing "Command () + Space Bar". Then type "System Preferences" in the Spotlight search. Press enter to launch the System Preferences application.

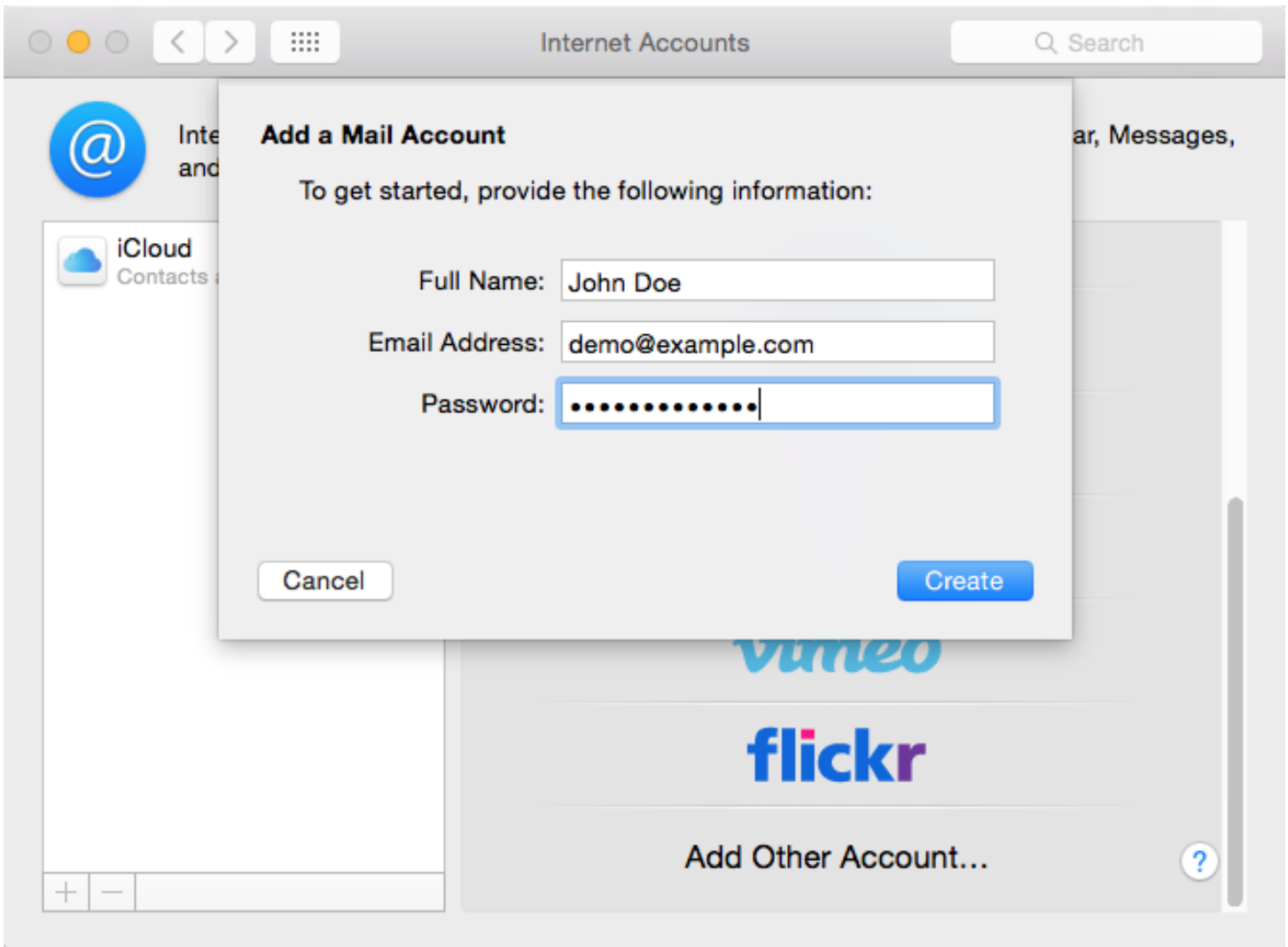
2. Within System Preferences, click "Internet Accounts". Then, on the right, scroll down and select "Add Other Account...".



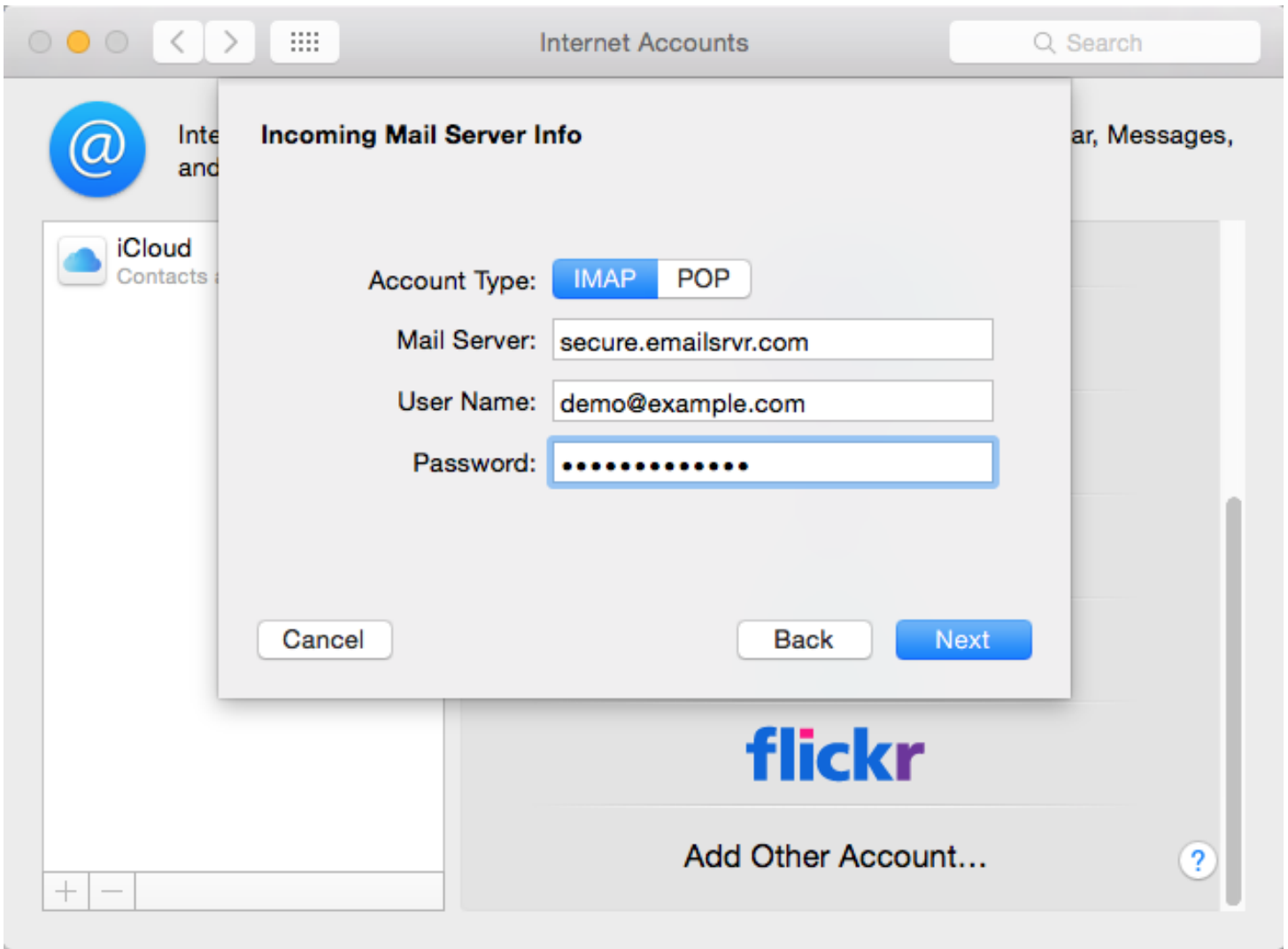
3. In the next prompt, select "Add a Mail account". Then click "Create...".



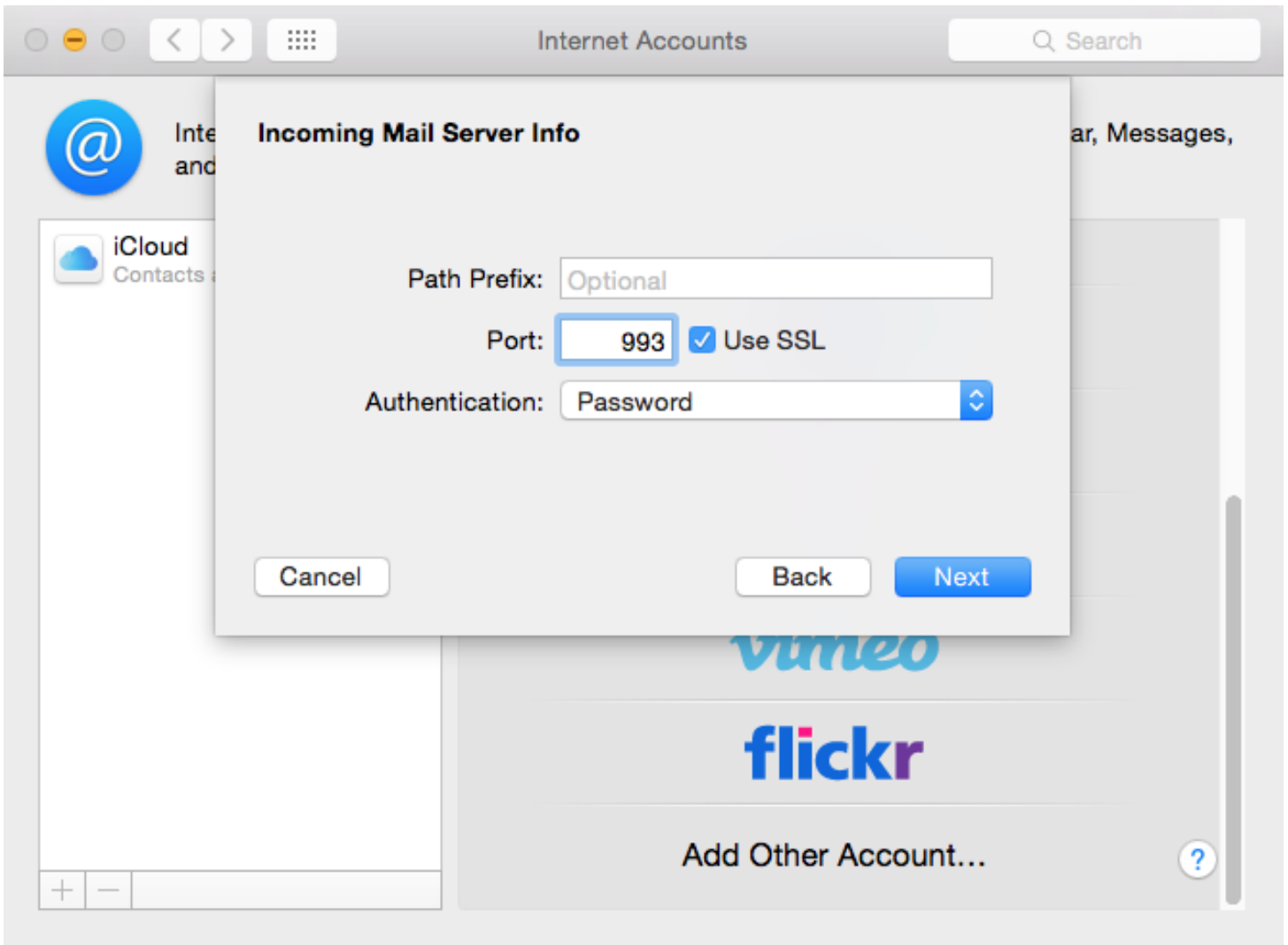
4. The pop up dialog will require the following:
- "Name": Enter your first and last name.
 - "Email Address": Example@1791.com
 - "Password": Enter your mailbox password.



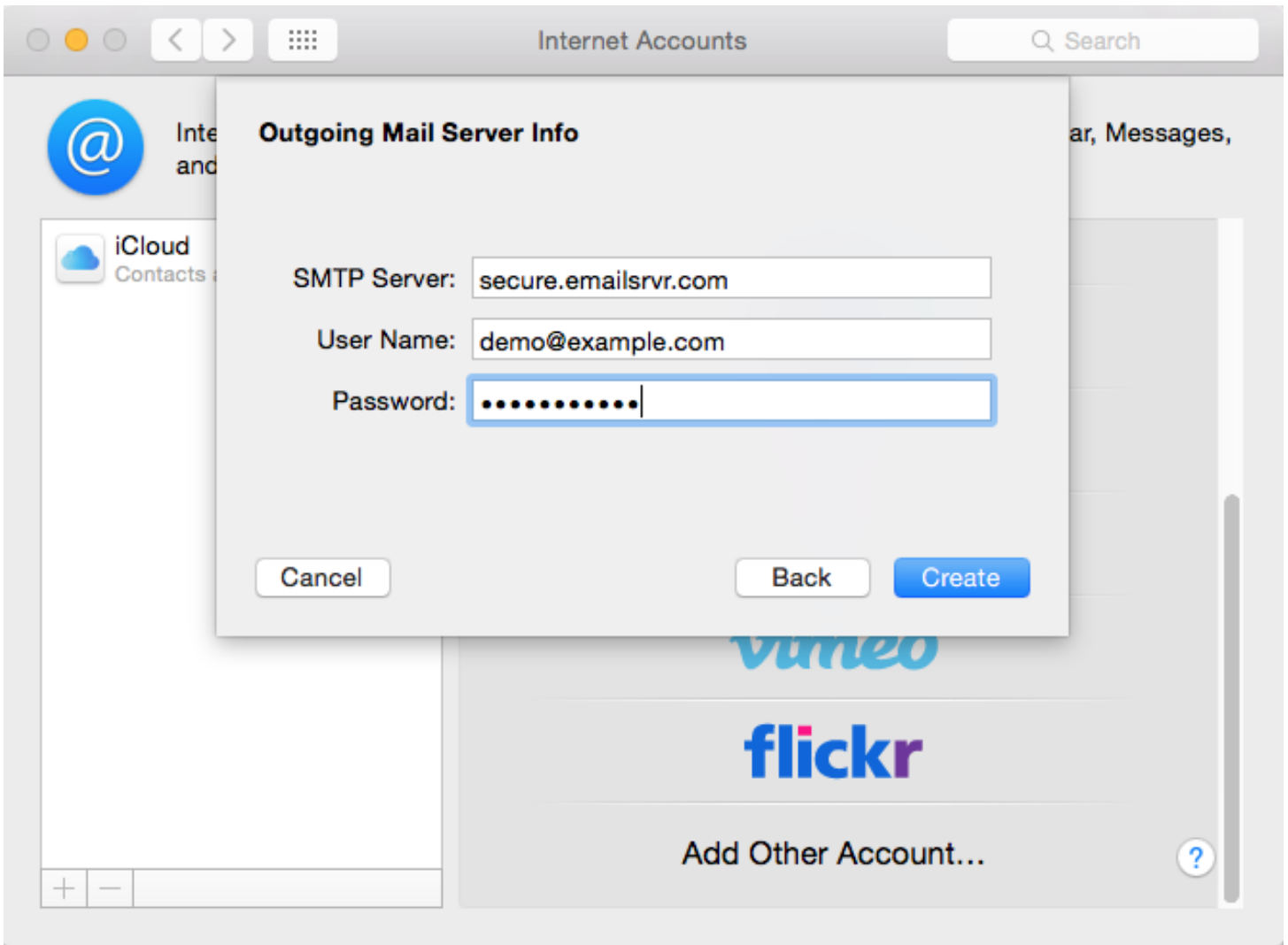
5. Select "Create".
6. You'll see an alert which says "Account must be manually configured.". Click "Next" once more.
7. In the next window, ensure the following:
 - a. "Account Type": IMAP
 - b. "Mail Server": secure.emailsrvr.com
 - c. "User Name": Example@1791.com
 - d. "Password": Your mailbox password



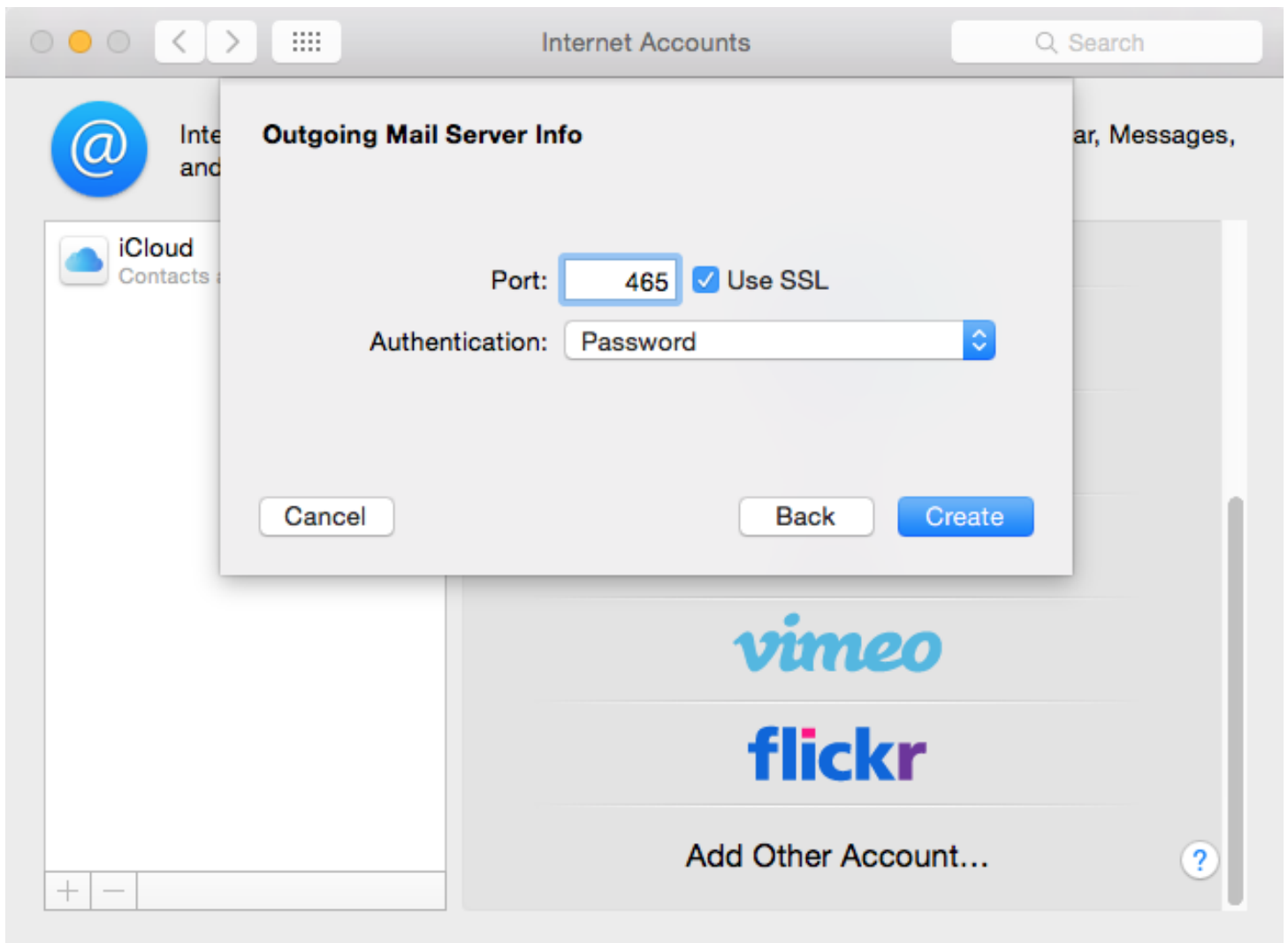
8. Click "Next".
9. You'll see an alert which says "Additional account information required.". Click "Next" once more.
10. Within the next dialog titled "Incoming Mail Server Info", ensure the following:
 - a. "Path Prefix": Leave blank
 - b. "Port": 993
 - c. "Use SSL": Checked
 - d. "Authentication": Password



11. Click "Next".
12. Within the next dialog titled "Outgoing Mail Server Info", ensure the following:
 - a. "SMTP Server": secure.emailsrvr.com
 - b. "User Name": Example@1791.com
 - c. "Password": Your mailbox password



13. Click "Create".
14. You'll see an alert which says "Additional account information required.". Click "Next" once more.
15. Within the next dialog titled "Outgoing Mail Server Info", ensure the following:
 - a. "Port": 465
 - b. "Use SSL": Checked
 - c. "Authentication": Password



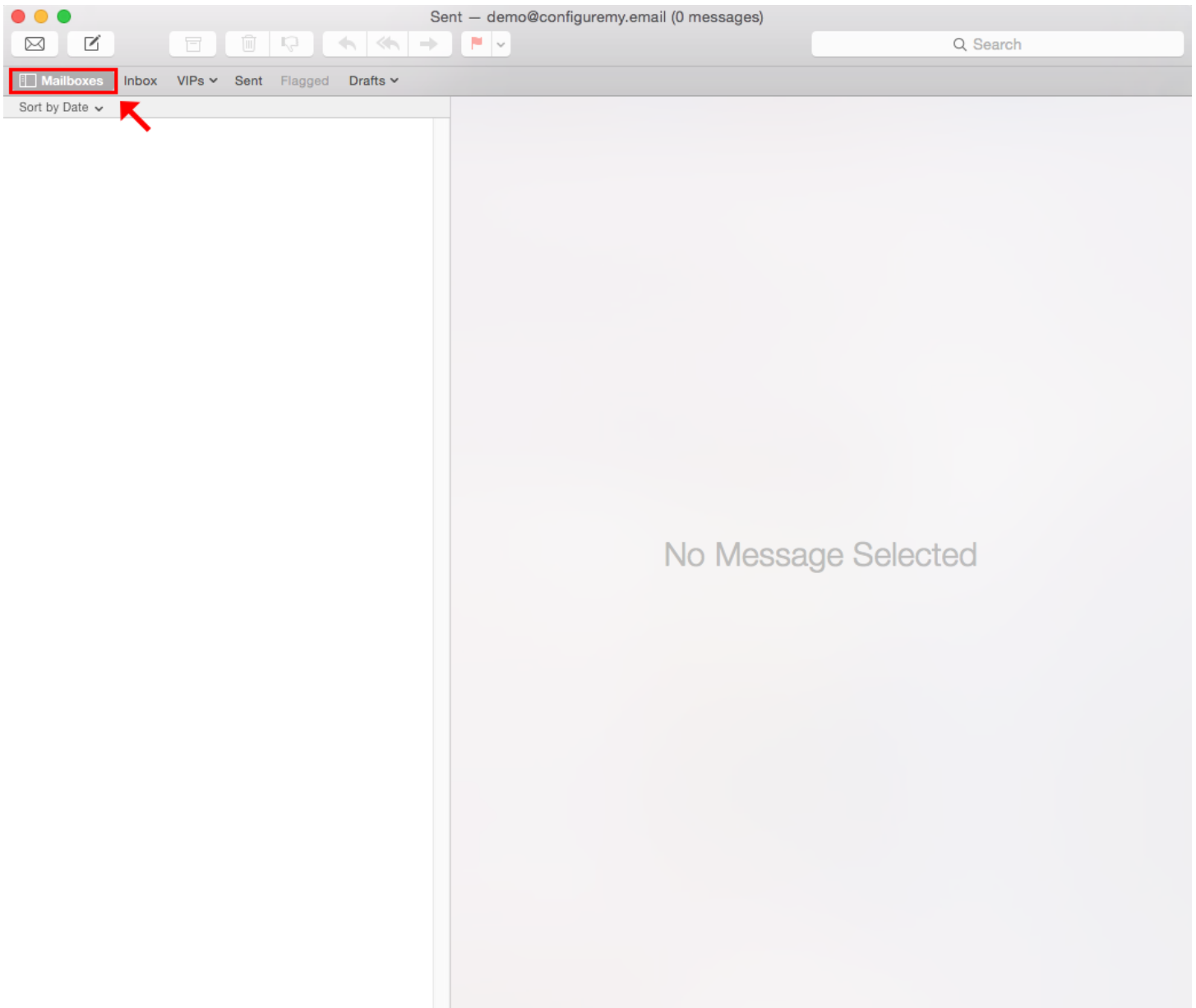
16. Click "Create".

17. Close the "System Preferences".

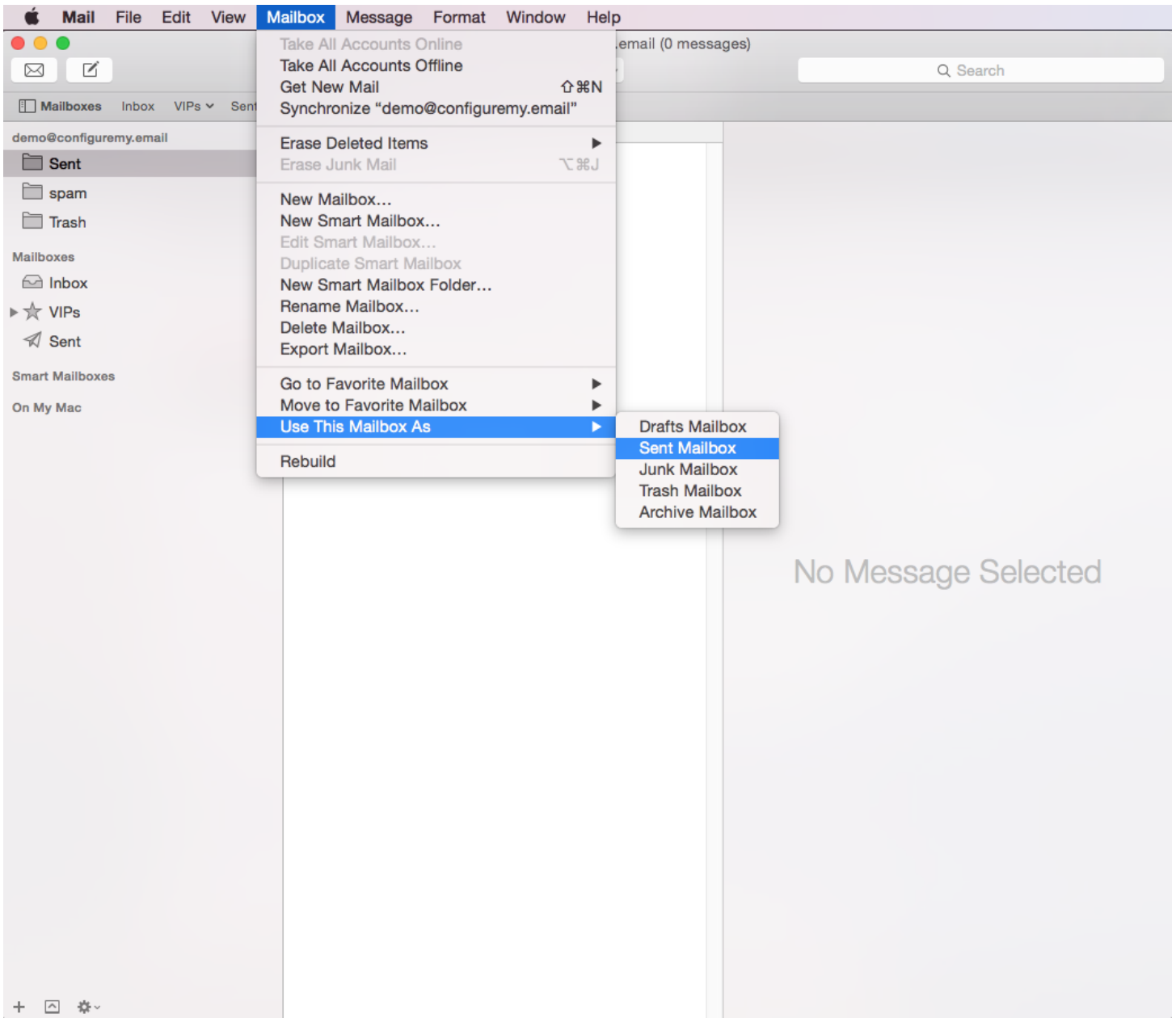
18. Finally, launch Mail. Your email should begin downloading shortly.

We highly recommend configuring Apple Mail to sync your various IMAP folders. Below are the steps to do so.

1. Open the Mailboxes side pane, if it's not already displayed. Click the "Mailboxes" button, as seen below:



2. Under your newly added Mailbox, select the "Sent" folder.
3. With the folder highlighted, go to the upper menu and select "Mailbox" -> "Use This Mailbox As" -> "Sent Mailbox". See below:



4. Repeat this step for each folder that you see within your mailbox (Sent, Spam, Trash, Drafts, etc).
5. Once complete. These folders will now be synced with the server, and items within the folder will be accessible by any other devices connected to your mailbox.
6. Now you're done! Enjoy your email.