

## Setting up email on iPhone or iPad

To set up a new POP3 account on an iPhone, iPhone 4, iPhone 5 or an iPad please follow the steps below:

**Note:** *depending on which device you have, and the version of the software running on it, some screens may look slightly different - however the settings will be the same.*

### 1- Select **Settings**



## 2- Select **Mail, Contacts, Calendar**

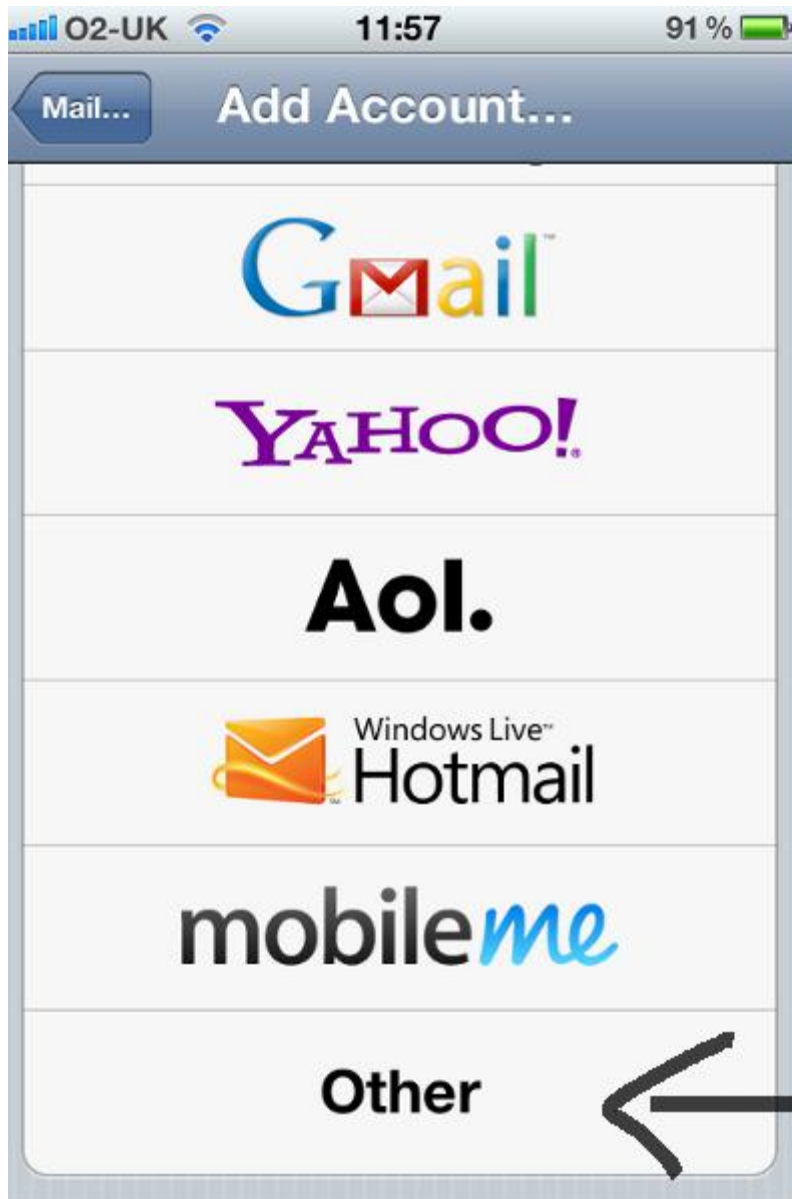




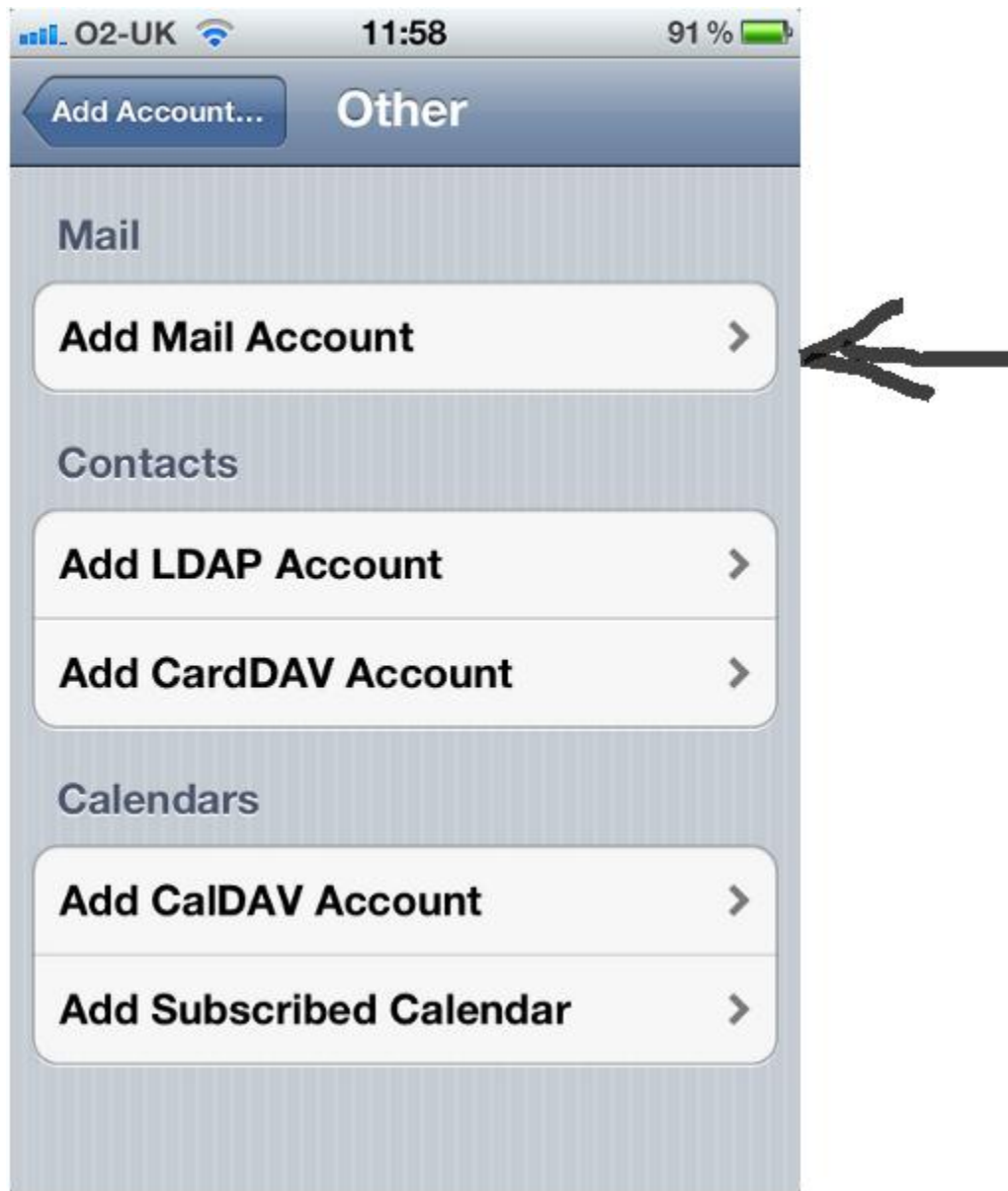
### 3- Select **Add Account..**



4- Select **Other**



5- **Select Add Mail Account**



6- Enter your account details; **Name**, **Email Address** and **Password**. The **Description** is a way for you to identify the account. Press **Next**

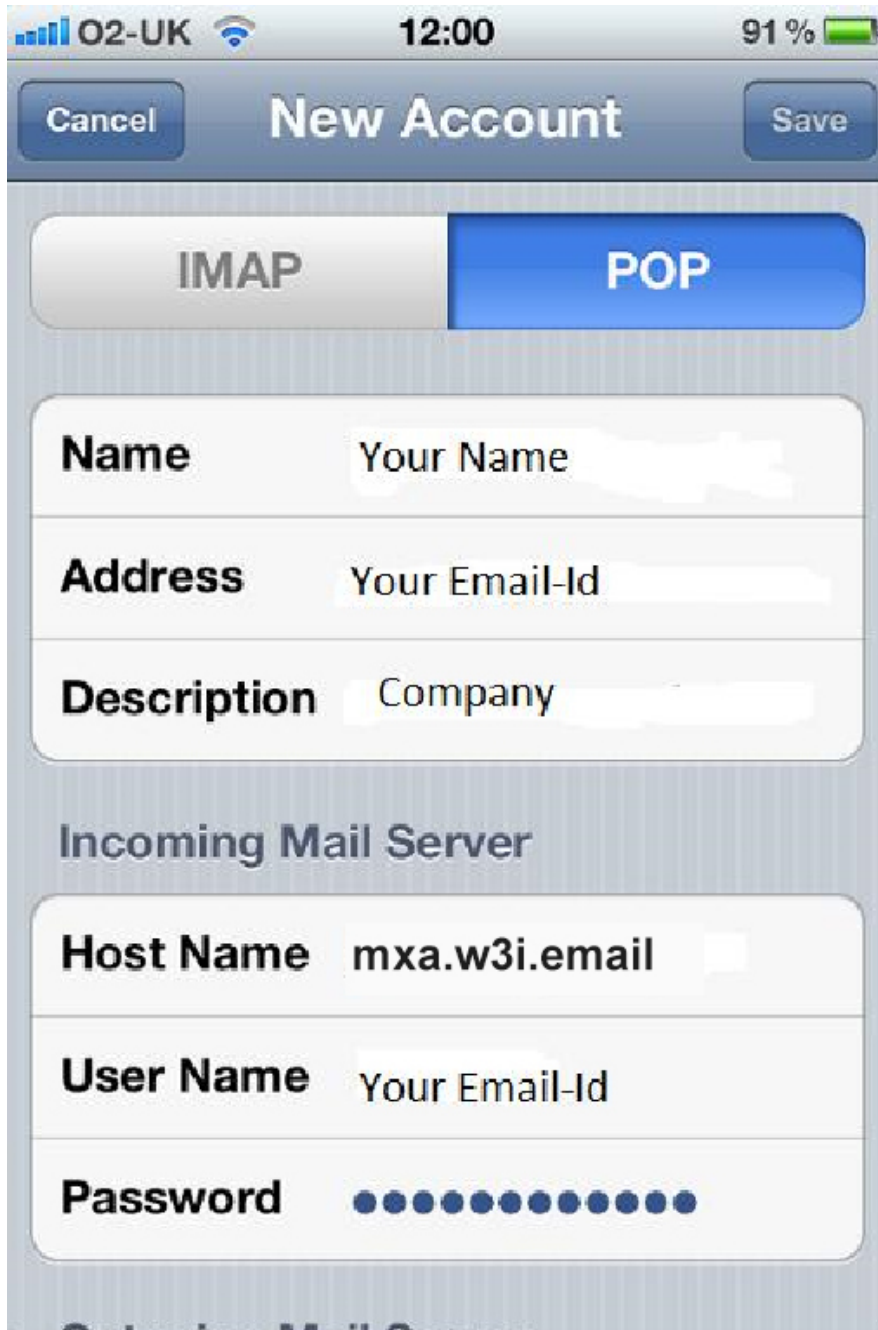


The image shows a screenshot of an iPhone's 'New Account' form. The form has a title bar with 'Cancel' and 'Next' buttons. Below the title bar are four input fields: 'Name' with the placeholder 'Your Name', 'Address' with the placeholder 'Your Email-Id', 'Password' with a masked input (dots), and 'Description' with the placeholder 'Your Company Name'. To the right of the form, four black arrows point horizontally to the left, each pointing to one of the four input fields. Below the form is a standard QWERTY keyboard with a spacebar and a return key.



## 7- Select POP or IMAP

Enter the **Incoming Mail server** details. **Host Name** will be **mx.w3i.email**, the **User Name** will be your 'mailbox' name. The **Password** will already be populated



O2-UK 12:00 91%

Cancel **New Account** Save

IMAP **POP**

**Name** Your Name

**Address** Your Email-Id

**Description** Company

**Incoming Mail Server**

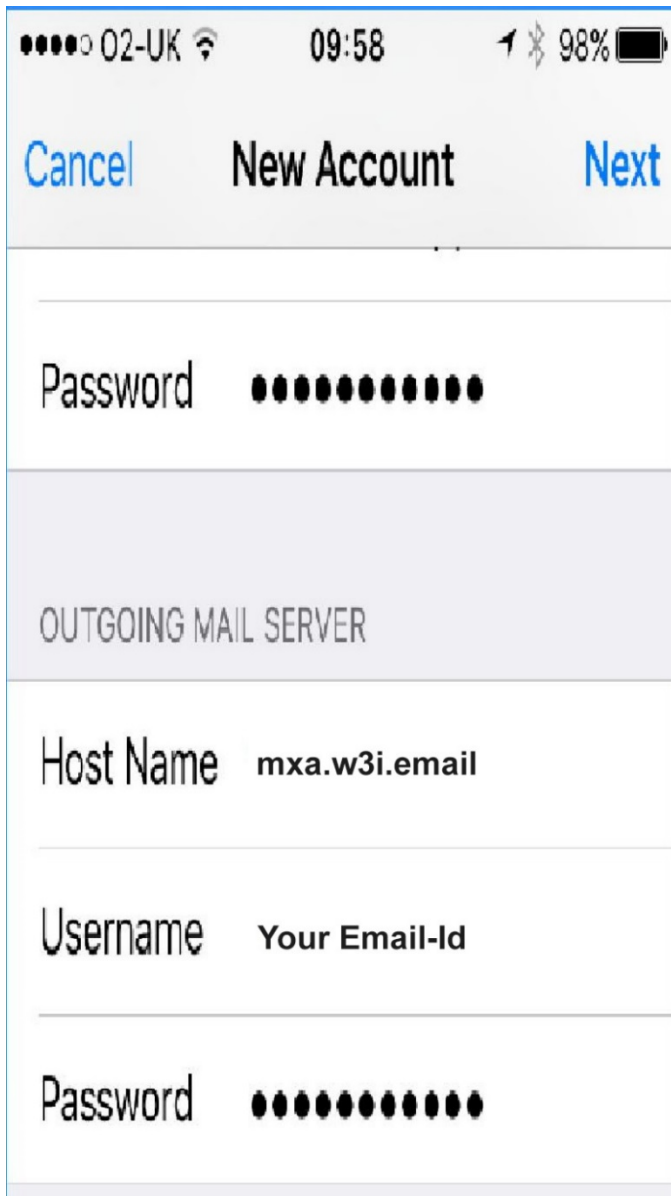
**Host Name** mx.w3i.email

**User Name** Your Email-Id

**Password** ●●●●●●●●●●



8- Enter the **Outgoing Mail server** details. **Host Name** will be **mx.w3i.email**, the **User Name** will be your 'mailbox' name. The **Password** will already be populated



The screenshot shows an iPhone interface for setting up a new account. At the top, there are status icons for signal strength, carrier (02-UK), Wi-Fi, time (09:58), location, Bluetooth, and battery (98%). Below the status bar are three buttons: 'Cancel', 'New Account', and 'Next'. The main content area is divided into sections. The first section is for the password, with the label 'Password' and a field of 10 black dots. The second section is titled 'OUTGOING MAIL SERVER'. The third section is for the 'Host Name', with the label 'Host Name' and the value 'mx.w3i.email'. The fourth section is for the 'Username', with the label 'Username' and the value 'Your Email-Id'. The fifth section is for the 'Password', with the label 'Password' and a field of 10 black dots.

