To set up **<u>POP</u>**, perform the following steps:

## 1. Tap Settings



## 2. Tap Mail, Contacts, Calendars

- 3. Tap Add Account
- 4. Tap Other
- 5. Tap Add Mail Account

6. Enter the following information in the spaces provided:

•<u>Name</u>: Enter your first and last name This is the name that will appear in the "From" field of messages you send

•<u>Email</u>: Enter your entire email address (e.g., myname@mydomain.com)

•<u>Password</u>: Enter the password for your email account

•<u>Description</u>: Enter a descriptive name for the account (e.g., Work Account). This description will be visible only to you.

- 7. Tap the Next button
- 8. Tap the **POP** button

9. Enter the following information for BOTH the **Incoming Mail Server** and **Outgoing Mail Server** sections:

•<u>Host Name</u>: Enter the secure server name: **secure.emailsrvr.com** 

•<u>User Name</u>: Enter your <u>entire</u> email address (e.g.,myname@mydomain.com).

•<u>Password</u>: Enter the password for your email account

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** Verifying	
Description	Kcexample
Incoming Mail Server	
Host Name	secure.emailsrvr.com
User Name	test2@kcexample.com
Password	•••••
Outgoing Mail Server	
Host Name	secure.emailsrvr.com
User Name	test2@kcexample.com
Password	•••••

10. Tap the Save button

11. The device will verify settings and return to the **Mail**, **Contacts**, **Calendars** screen