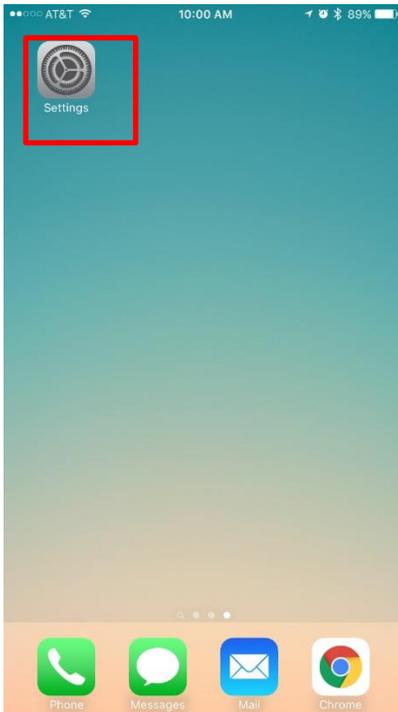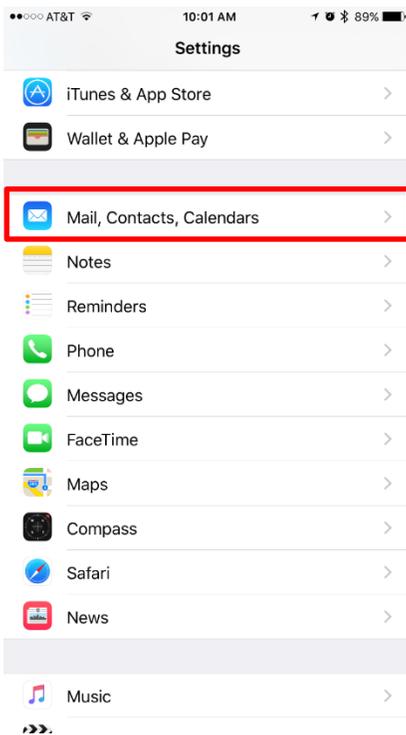# How to setup an email account on iOS

1. Open Settings on your phone.

2. From the **Settings** menu select **Mail, Contacts, Calendars** or **Passwords & Accounts**.

OR

How to setup an email account on iOS

3. Select **Add Account**.

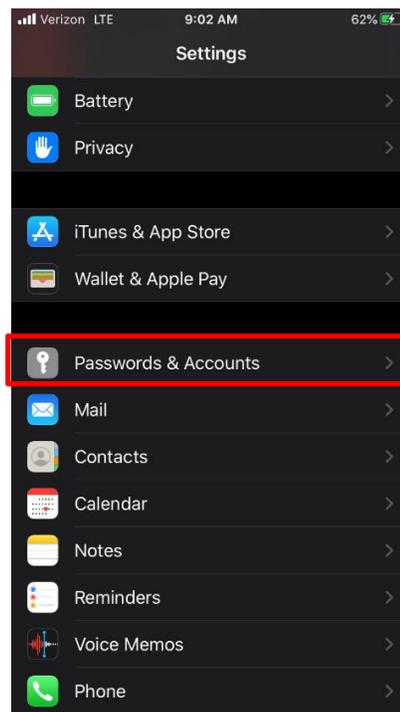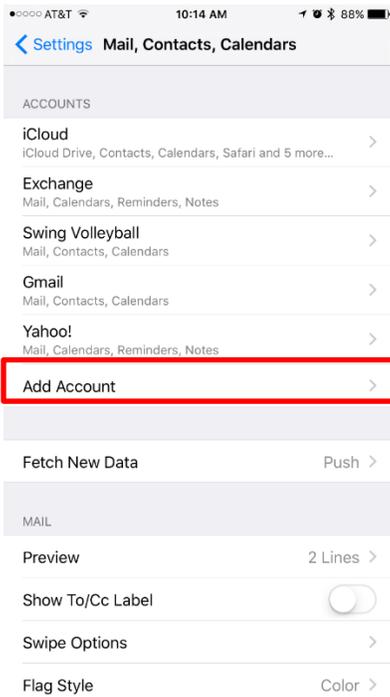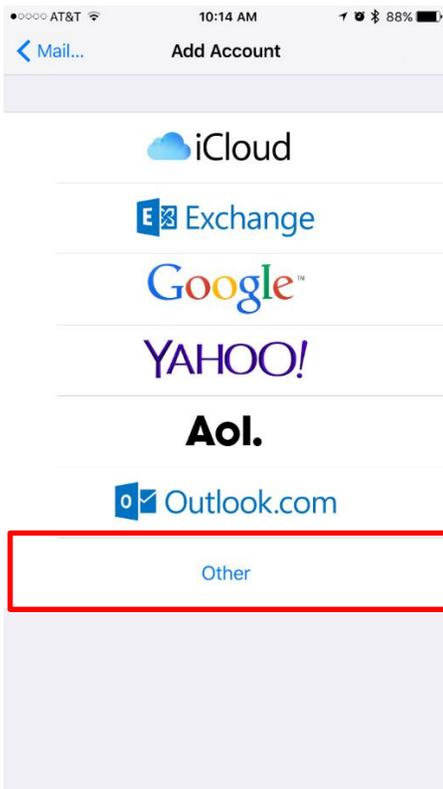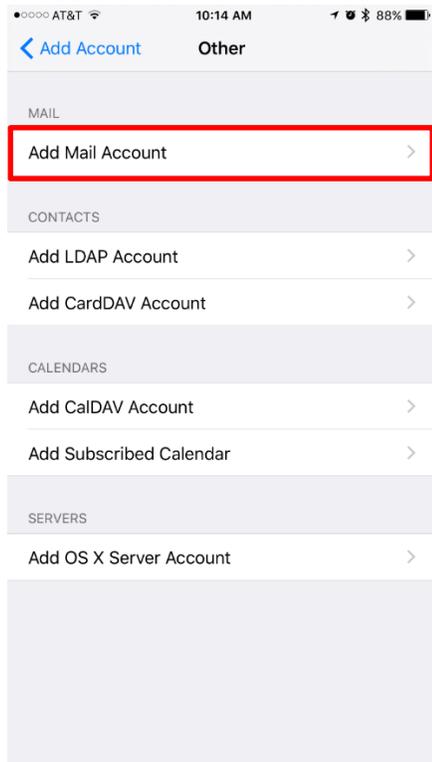

4. Select **Other**.

How to setup an email account on iOS

5. Select **Add Mail Account**.

6. Enter your name (as you want it to appear on your outbound email messages) in the **Name** field. Enter your full email address in the **Email** field and your email password in the **Password** field – pay close attention to spelling as a mistake can cause it not to validate. Enter a simple description of the mail box in the **Description** field. Click **Next**.
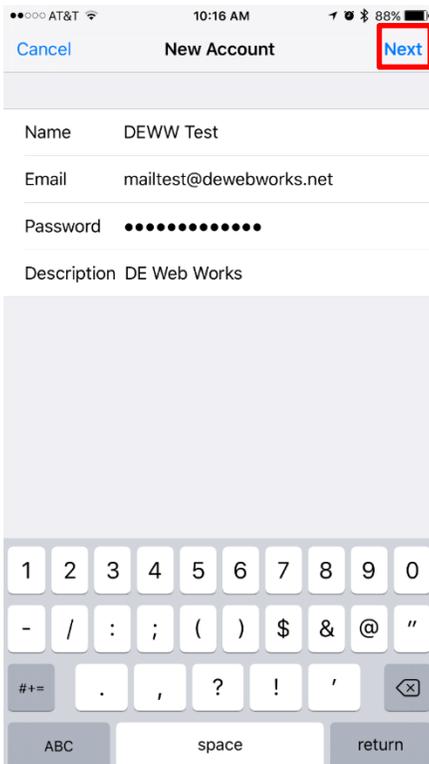
How to setup an email account on iOS

7. Select IMAP at the top of the screen.
    a. Under **Incoming Mail Server** Enter securemail.dewebworks.com in the **Host Name** field – pay close attention to spelling as a mistake can cause it not to validate. Enter your full email address in the **Username** field and your email password in the **Password** field – pay close attention to spelling as a mistake can cause it not to validate.
    b. Under **Outgoing Mail Server**: Enter securemail.dewebworks.com in the **Host Name** field – pay close attention to spelling as a mistake can cause it not to validate. Enter your full email address in the **Username** field and your email password in the **Password** field – pay close attention to spelling as a mistake can cause it not to validate. Click **Next**.

●●○○○ AT&T 🕱	10:17 AM 🕀 🔋 ❋ 88% ▇
Cancel	New Account	Next

IMAP	POP

Name	DEWW Test
Email	mailtest@dewebworks.net
Description	DE Web Works

INCOMING MAIL SERVER

Host Name	securemail.dewebworks.com
User Name	mailtest@dewebworks.net
Password	●●●●●●●●●●●●●

OUTGOING MAIL SERVER

Host Name	securemail.dewebworks.com
User Name	mailtest@dewebworks.net
Password	●●●●●●●●●●●●●

8. **After your settings have verified click Save** to complete your email setup.

●●○○○ AT&T 🕱   10:19 AM   🕀 🔋 ❋ 88% ▇

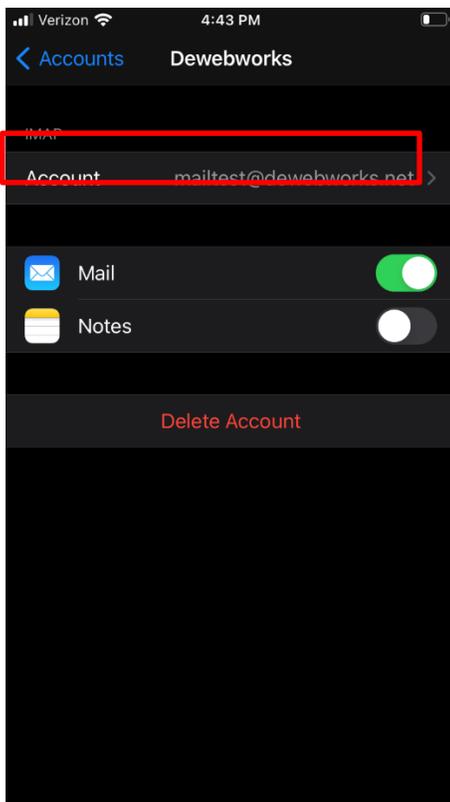Cancel   IMAP   Save

✉ Mail	🟢
🗒 Notes	⚪

How to setup an email account on iOS

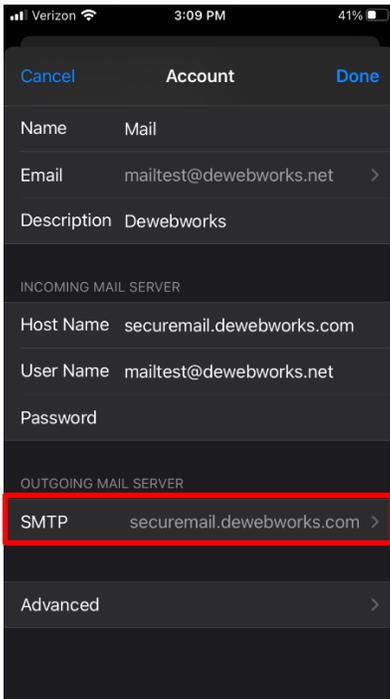9. If you get this error below, press yes and follow along these steps

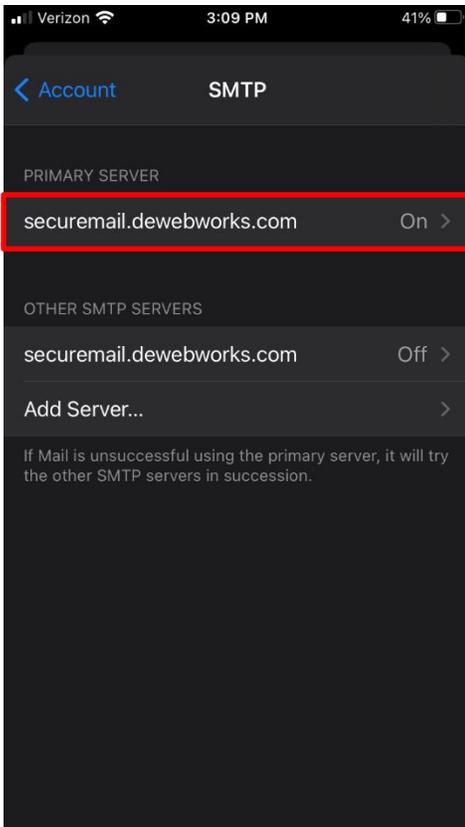10. Go back to Settings -> Mail -> Accounts -> Click on your account

How to setup an email account on iOS
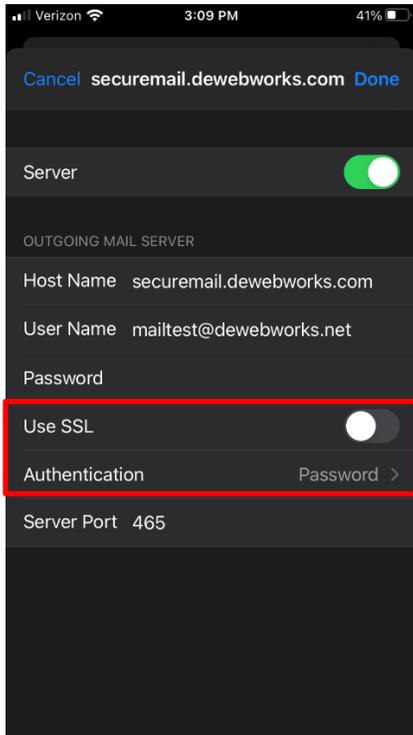
11. Go down to SMTP

12. Click on Primary Server

How to setup an email account on iOS

13. Make sure SSL is turned off and Authentication says Password

14. Go back to Advanced and make sure SSL is turned off and Authentication is password