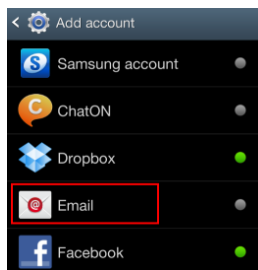To set up **IMAP**, perform the following steps (Steps may vary slightly between Android devices, but all settings will remain the same):

1. If this is the **first email account** on the Android: From the **Home** screen, tap the **Applications** button and then tap the **Email** icon. You will be presented with an email setup screen, tap **Next**
                    -Otherwise-
From the **Home** screen, tap the **Applications** button, tap **Settings,** find **Accounts** or **Accounts & Sync**, and tap **Add Account**

2. Select **Email** or **Other** from the Add Account selection

3. Enter your entire email address (e.g., myname@mydomain.com) and your mailbox password

4. Tap the **Next** button and then select **IMAP** as the type of account. Enter the following information for Account Setup:

•Email Address: Your complete email address

•Username: Your complete email address

•Password: Your email address password

•IMAP server: **secure.emailsrvr.com**

•Port: **993**

•Security type: **SSL** or **SSL/TLS**

•Authentication Method: **Auto**

5. Tap the **Next** button. The device will connect to the internet and verify your incoming settings

6. Enter the following information for the 2nd portion of the Account setup, **Outgoing Server Settings**:

•SMTP server: **secure.emailsrvr.com**

•Port: **465**

•Security type: **SSL** or **SSL/TLS**

•Authentication Method**: Auto**

•Require sign-in: **Must be checked**

7. Tap the **Next** button. The device will connect to the internet and verify your outgoing settings

*Note: On the **Account Options/Settings** screen, make changes as desired

8. Tap the **Next** button. You can name your account and edit the display name here if you choose to (the Display Name is what will show in the "From" field of the messages you send) and then tap **Done** to complete the set up