iOS 10 Email Configuration

This guide explains how to configure your iPhone to access your email account.

This tutorial was created using an iPhone running iOS 10. If you are using different hardware or a different OS version, these instructions may differ.

How do I find my email cluster?

In order to setup your email client, you will need to know which email cluster your account is hosted on. If you don't know this information, you can check with your email service provider, or try logging into webmail at:

**Cluster A:**
http://mail.hostedemail.com

**Cluster B:**
http://mail.b.hostedemail.com

If you are able to successfully login to the webmail interface, then you have found your mail cluster. If you are not able to login to either cluster, please contact your email service provider for support.

**Step 1: Click on Settings on the home screen.**
Step 2: Click on Mail
### Step 3: Click on Accounts

![Mail settings interface with focus on Accounts](image)

**Accounts**
- Gmail, iCloud

**MESSAGE LIST**
- Preview: 2 Lines
- Show To/Cc Labels
- Swipe Options
- Flag Style: Color

**MESSAGES**
- Ask Before Deleting
- Load Remote Images

**THREADING**
- Organize by Thread
- Most Recent Message on Top
- Complete Threads

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Step 4: Click on Add Account

![Add Account Screen](Image)
Step 5: Select "Other"
Step 6: Click "Add Mail Account"
Step 7: Enter Account Information

Enter the following settings:

**Name**
The name displayed when you send email

**Address**
Your full email address

**Password**
Your email account password

**Description**
Account description of your choice

Tap **Next**.
Select your account type on this page. We recommend IMAP for mobile devices as messages are stored on the server which provides better syncing with multiple devices.
Under the **Incoming Mail Server** section, enter the following settings.

**Host Name:**
mail.hostedemail.com (Cluster A) or mail.b.hostedemail.com (Cluster B)

**User Name:**
Your email account

**Password:**
Your email account password

Scroll down to the **Outgoing Mail Server** section.
Step 10: Enter Outgoing Mail Server Information

Under the **Outgoing Mail Server** section, enter the following settings:

**Host Name:**
mail.hostedemail.com (Cluster A) or mail.b.hostedemail.com (Cluster B)

**User Name:**
Your email account

**Password:**
Your email account password

Please note that the outgoing mail server setting is not optional. You will need to enter this information in order to properly configure the account.

Tap **Next** to complete account setup.