Add an email account on your iPhone, iPad, or iPod touch

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Check your email on your iPhone anywhere by adding your email account/s to your iPhone! The following slides will serve as a step by step guide to adding one or more email accounts to your phone.

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Step 1

Tap "Settings" from your home screen.

Image courtesy of: Apple support

Step 2

Scroll down and tap "Mail, Contacts, Calanders"

Image courtesy of: Apple support

Step 3

Tap "Add Account"

Image courtesy of: Apple support

Step 4

Select your email provider.

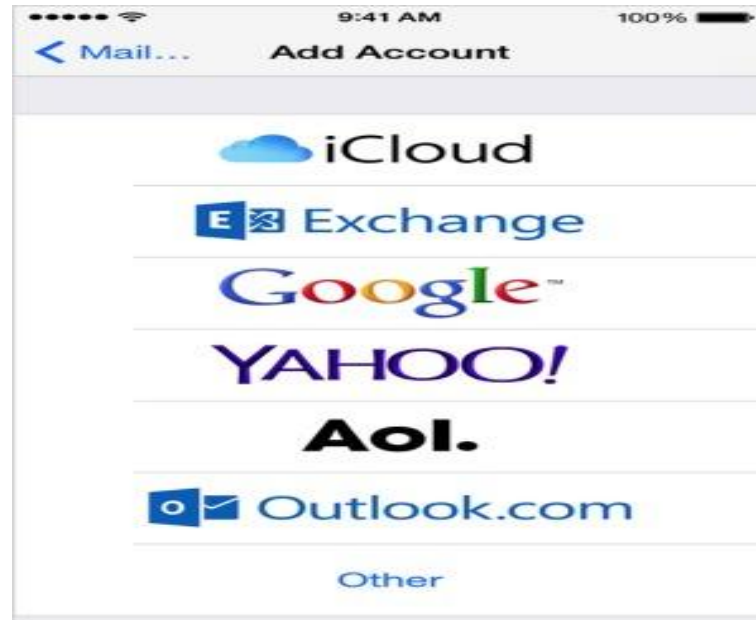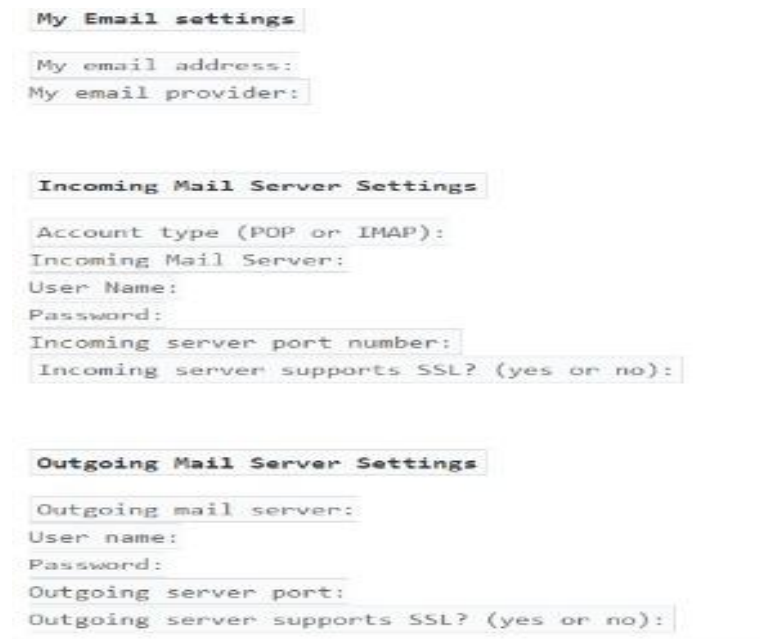If you don't see your email provider listed, Tap "Other" > Tap "Add Mail Account"

Image courtesy of: Apple support

Step 5

Type your username and password associated with your email account in the fields provided.

If you use a common email provider, your phone will automatically load your email settings. If your phone does not add email settings automatically, they can be entered manually. If you don't know the details of your email settings, you should contact your email provider for assistance.

My Email settings

My email address:
My email provider:

Incoming Mail Server Settings

Account type (POP or IMAP):
Incoming Mail Server:
User Name:
Password:
Incoming server port number:
Incoming server supports SSL? (yes or no):

Outgoing Mail Server Settings

Outgoing mail server:
User name:
Password:
Outgoing server port:
Outgoing server supports SSL? (yes or no):

Image courtesy of: Apple support

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Step 6 - All Done!

You can add more accounts by repeating these steps for each separate email.

Now you will have access to your email from your phone. You can send and receive, reply and forward emails from the palm of your hand!
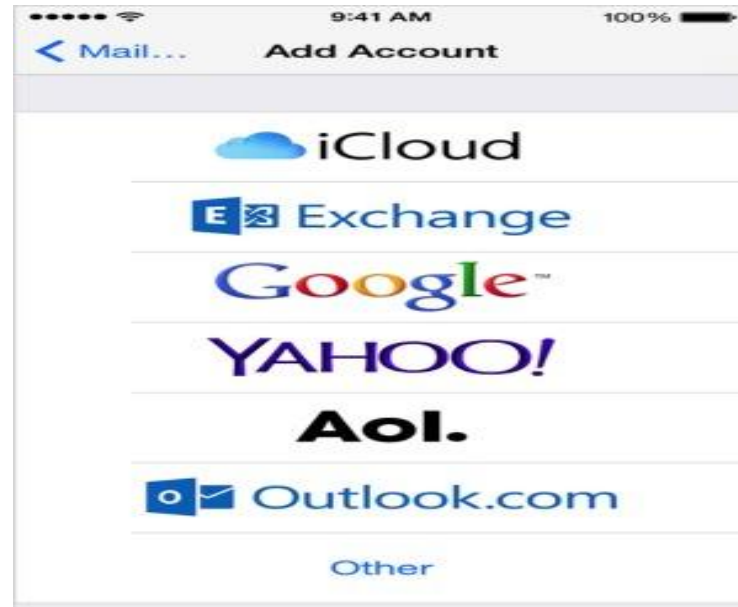

Image courtesy of: Apple support

Additional Resources

For more information on adding emails, check out these links and videos!

- [Set up E-mail on iPhone](#)

- [How to add multiple email accounts](#)

- [Set Up E-mail on Your iPhone 4S](#)

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References

- Add an email account on your iPhone
- Add a New Email Account to iPhone

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