

A cluster of overlapping 3D geometric shapes in shades of yellow, green, and blue, located in the top-left corner of the slide.

Email Settings

For Phones or Outlook

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Every version of Outlook and every phone is different.

- Still, they all use the same settings.
- These links might help:
 - OUTLOOK: <https://support.mail.com/pop-imap/imap/outlook.html>
 - IPHONE: <https://portal.smartertools.com/kb/a2659/configure-imap-on-iphone-or-ipad.aspx>
 - ANDROID: <https://www.noip.com/support/knowledgebase/setting-up-popimap-email-on-an-android-jellybean/>
- Or you might want to contact your phone provider for assistance.



Choose POP or IMAP for incoming Mail

POP

- POP accounts download and store a copy of email on each device. For example, if you POP an email to your phone and then delete it, it will still be on the computer.

IMAP

- IMAP accounts store mail on the CME email server and your mail program simply reads the mail on the server. This configuration is ideal if you are monitoring the email account with multiple devices. If you delete your mail from the phone, it is deleted on the server.

The drawback to IMAP is that storage space for email is limited by the space available to your account on the email server.

IF YOU ARE USING MULTIPLE DEVICES TO CHECK YOUR EMAIL, you are usually better off using IMAP so that all your devices are looking at the same email messages.



Choose POP or IMAP for incoming Mail

POP

- **USERNAME:** Your email
- **PASSWORD:** Contact us if needed
- **INCOMING SERVER:** mail.gds.us
- **ENCRYPTION:** SSL
- **PORT:** 995
- **ADVANCED:** Keep on Server for 14 Days.
- POP accounts download and store a copy of email on each device.

IMAP

- **USERNAME:** Your email
- **PASSWORD:** Contact us if needed
- **INCOMING SERVER:** mail.gds.us
- **ENCRYPTION:** SSL
- **PORT:** 993
- IMAP accounts store mail on the CME email server and your mail program simply reads the mail on the server. This configuration is ideal if you are monitoring the email account with multiple devices.

The drawback to IMAP is that storage space for email is limited by the space available to your account on the email server.



SMTP for Outgoing Mail

SMTP Settings

- **USERNAME:** Your email
- **PASSWORD:** Contact us if needed
- **OUTGOING SERVER:** mail.gds.us
- **ENCRYPTION:** SSL
- **PORT:** 465
- **PASSWORD AUTHENTICATION REQUIRED**
- Some mail programs guess port 587
- Some mail programs choose MD5 for Password Authentication.
- If the auto settings don't work, change them to the SMTP settings provided.





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