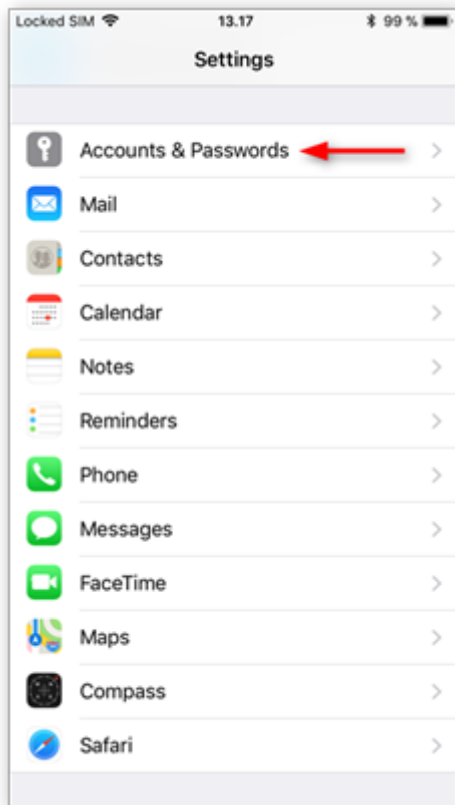


SETTING UP BOWLAND'S IMAP EMAIL ON AN IPHONE

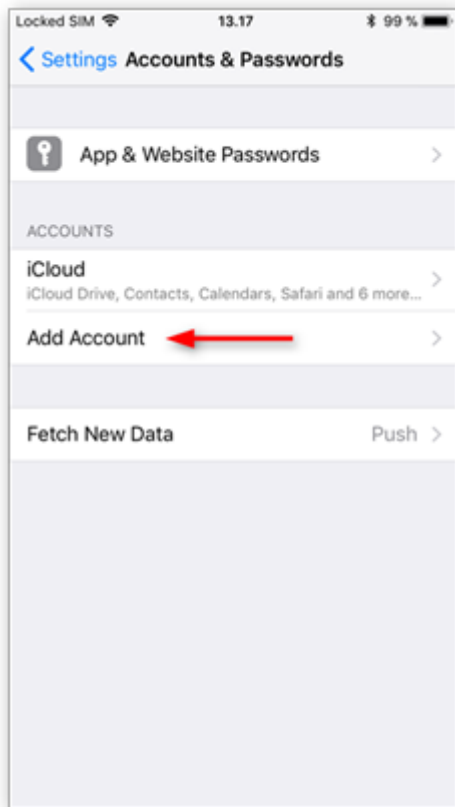
Step 1 - Go to Settings > Accounts & Passwords

Open **Settings** on your iPhone and tap **Accounts & Passwords**.



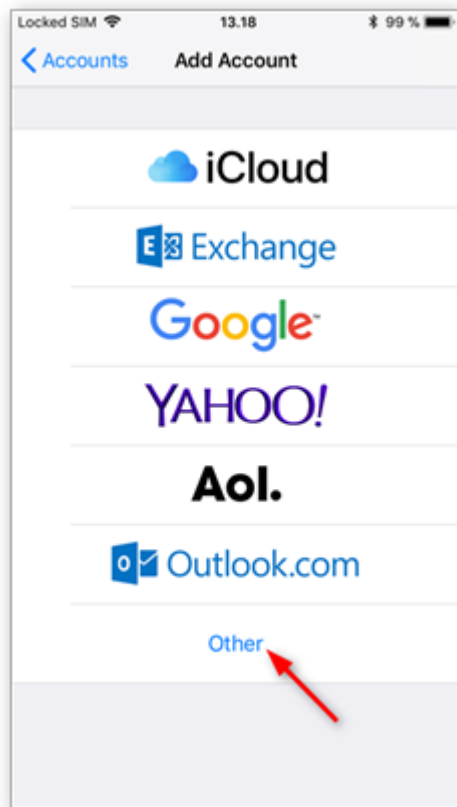
Step 2 - Tap Add Account

Tap **Add Account**.



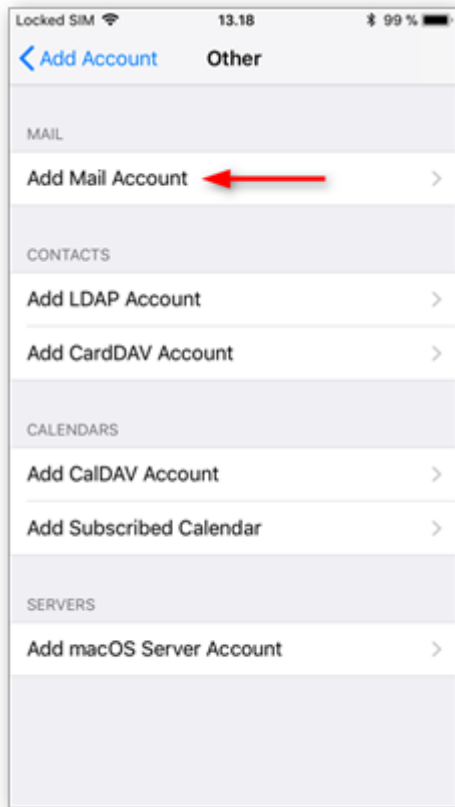
Step 3 - Tap Other

Select **Other** as the account type.



Step 4 - Tap Add Mail Account

Tap **Add Mail Account**.



Step 5 - Enter your account details

Enter the account details for the email you want to add:

- **Name:** this will be visible as the sender.
- **Email:** the address you want to add.
- **Password:** the password you use to log in to Webmail.
- **Description:** a name for the account on your device.

Tap **Next** to continue.

Locked SIM 13.19 99 %

Cancel New Account Next

Name Mary Jones

Email mail@one-example.com

Password ••••••••


Description One-Example

q w e r t y u i o p

a s d f g h j k l

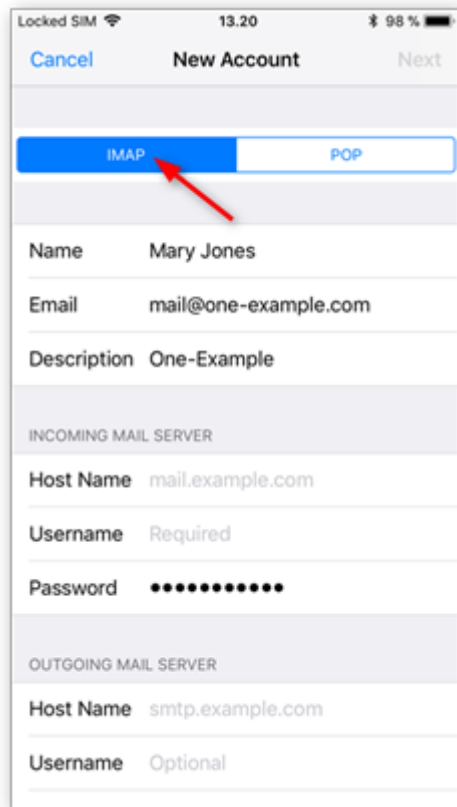
⌵ z x c v b n m ⌵

123 123 space return

A red arrow points from the bottom left towards the 'Next' button in the top right corner of the form.

Step 6 - Select IMAP

Tap **IMAP** as the account type.



Step 7 - Enter your server settings

Enter the following settings:

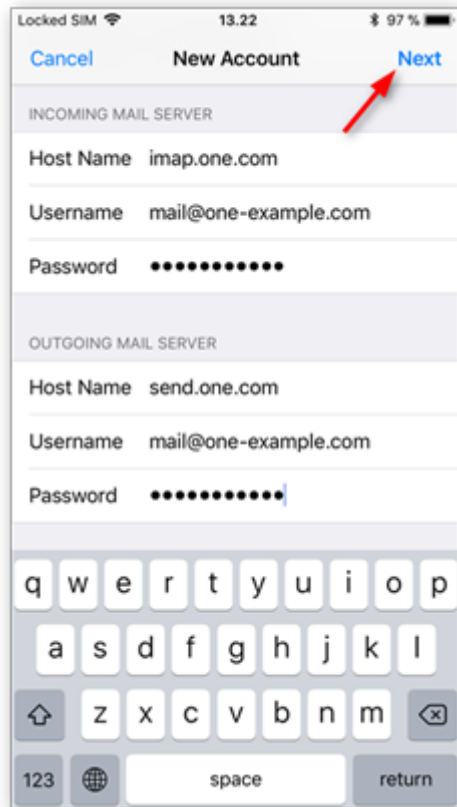
Incoming server:

- **Host Name:** imap.one.com
- **Username:** your email account
- **Password:** the one you use for Webmail

Outgoing server:

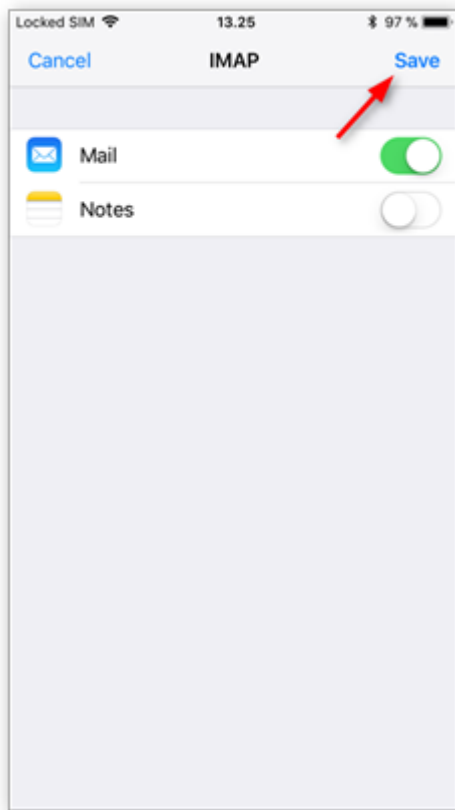
- **Host Name:** send.one.com
- **Username:** your email account
- **Password:** the one you use for Webmail

Tap **Next** to continue.



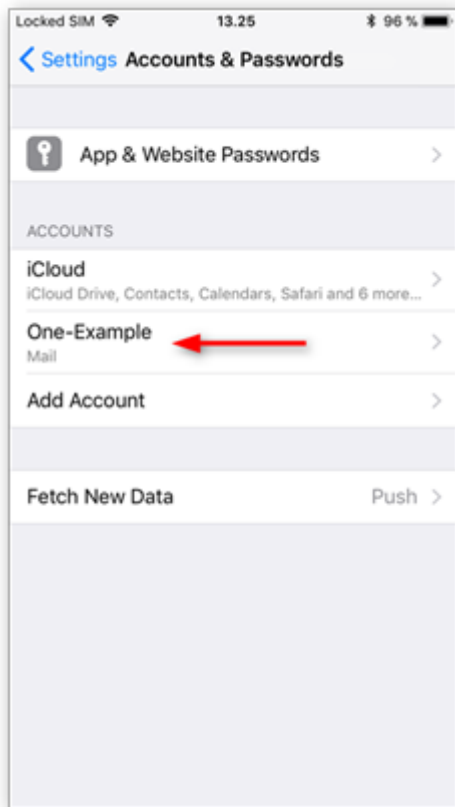
Step 8 - Save the account

Tap **Save** to create the account. Note that syncing of notes is not supported via IMAP, so we recommend disabling the option.



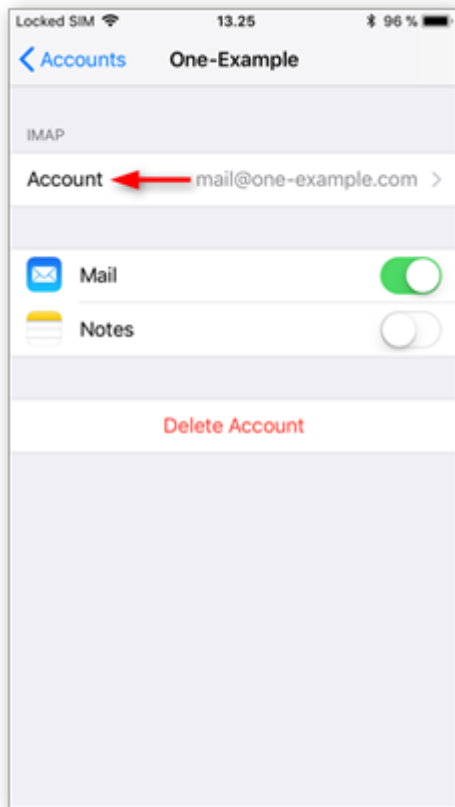
Step 9 - Tap the account you added

Tap the account you just added. You'll recognise it by the description.



Step 10 - Tap your account again

Tap your account again to open your settings.



Step 11 - Tap Advanced

Tap **Advanced** at the bottom of your screen.



Step 12 - Check Mailbox behaviours

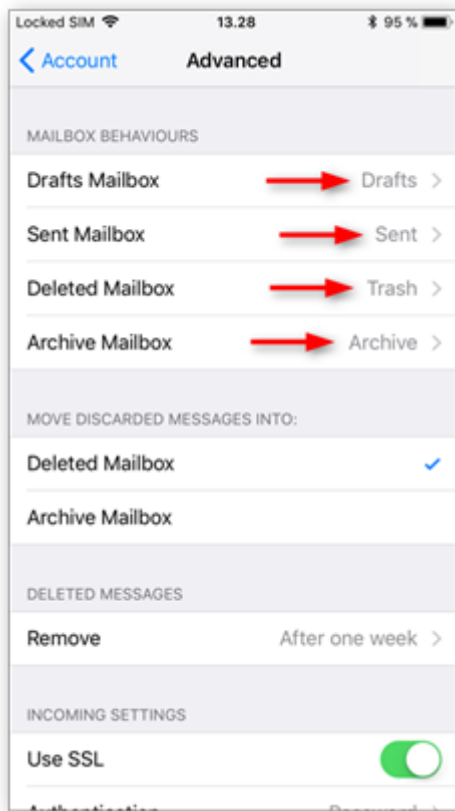
Check if the **Mailbox behaviours** are set correctly to make sure that your emails are saved in the right place.

You need to select the following folders **on the server**:

- Drafts mailbox: **Drafts**
- Sent mailbox: **Sent**
- Deleted mailbox: **Trash**
- Archive mailbox: **Archive**

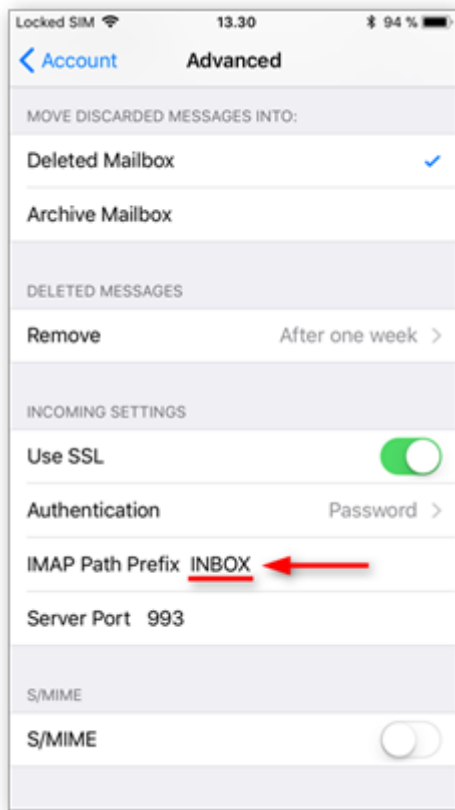
If no folder, or a different folder, is selected, tap the mailbox and select the correct folder **on the server**. (The name of the folder is in English.)

Note: If the folder you are looking for is not listed, log in to Webmail and place an email in the folder that is missing. Then try again, it should now show up in the list.



Step 13 - Enter IMAP Path Prefix

Scroll down to the bottom of the screen and enter **INBOX** as the IMAP path prefix, all in capitals.



Step 14 - Done!

Your email account is now set up correctly on your iPhone.

