

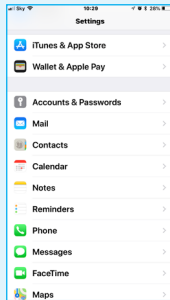


ADD AN EMAIL ACCOUNT ON YOUR iOS DEVICE

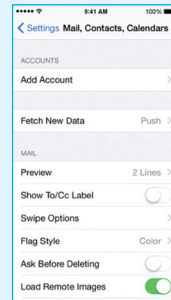
Settings > Mail, Contacts, Calendars > Add Account > Other > Add Mail Account



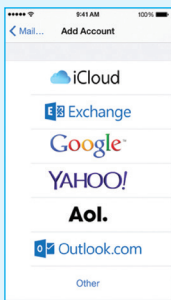
1.
Tap Settings.



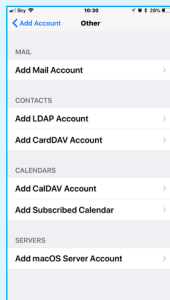
2.
Depending on which IOS your iPhone is running:
IOS13 or previous
Scroll down and tap **Accounts & Passwords**
IOS14
Scroll down and tap on **Mail** then **Accounts**



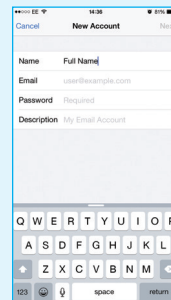
3.
Tap Add Account.



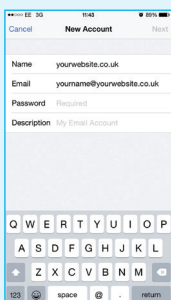
4.
Select your email provider.
If you don't see your email provider listed, tap **Other**.



5.
Tap Add Mail Account.



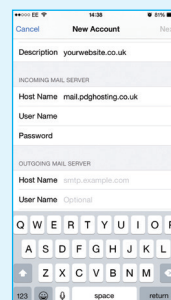
6.
Type your full name in the **Name** box.



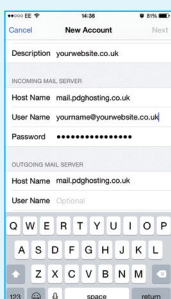
7.
Type your email address yourname@yourwebsite.co.uk in the **Email** box.



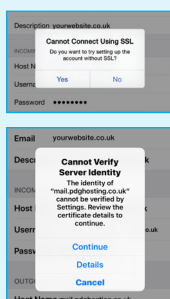
8.
Type your password (supplied) in the **Password** box.
Then click **Next**.



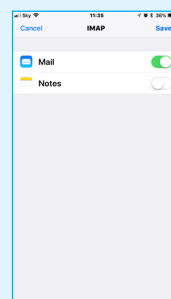
9.
Under **INCOMING MAIL SERVER** Select **IMAP**.
Type mail.pdghosting.co.uk or mail2.pdghosting.co.uk as per details supplied in the **Host Name** box.
Type yourname@yourwebsite.co.uk in the **Username** box.
Type your password (supplied) in the **Password** box.



10.
Under **OUTGOING MAIL SERVER** type yourname@yourwebsite.co.uk in the **Username** box.
Type your password (supplied) in the **Password** box.
Type mail.pdghosting.co.uk or mail2.pdghosting.co.uk as per details supplied in the **Host Name** box, then click **Next**.



11.
Every time 'cannot connect using SSL' appears select **YES**.
If you see this screen select **Continue**.



12.
Make sure the Mail toggle is enabled, then click **Save** in the top right of the screen.

THINGS TO CHECK IF YOU HAVE PROBLEMS CONNECTING

Settings > Accounts & Passwords > Select yourwebsite.co.uk > Select Account > Check Incoming Mail Server details are correct > Select **Advanced** and scroll down to Incoming Settings:

If you're using mail.pdghosting.co.uk - Ensure Use SSL is turned on, Authentication is Password, Server Port 993 > Go back to **Account** > Go to **Outgoing Mail Server** and select SMTP mail.pdghosting.co.uk > Ensure Primary Server mail.pdghosting.co.uk is turned on > Check Server is on, Outgoing Mail Server, Host Name, Username, Password, ensure Use SSL is turned on, Authentication is Password, Server Port 465.

If you're using mail2.pdghosting.co.uk - Ensure Use SSL is turned off, Authentication is Password, Server Port 143 > Go back to **Account** > Go to **Outgoing Mail Server** and select SMTP mail2.pdghosting.co.uk > Ensure Primary Server mail2.pdghosting.co.uk is turned on > Check Server is on, Outgoing Mail Server, Host Name, Username, Password, ensure Use SSL is turned off, Authentication is Password, Server Port 25.