Apple Entourage Email (IOs)

How to make changes to your IPhone, IPad, Or IPod email

First, open settings and scroll down till you see **Passwords & Accounts** and select it.

10:	18	al 🗢 🔳
	Settings	
Ľ	Face ID & Passcode	>
SOS	Emergency SOS	>
	Battery	>
U	Privacy	>
Å	iTunes & App Store	>
-	Wallet & Apple Pay	>
•	Passwords & Accounts	>
	Mail	>
۲	Contacts	>
-	Calendar	>
	Notes	>
1	Reminders	>
•	Voice Memos	>
	Phone	>
	Messages	>

All your current accounts are listed here. Select Hamiltoncom

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Settings Passwords & Accounts		
0		
Website & App Passwords	10	>
AutoFill Passwords)
ACCOUNTS		
iCloud Contacts, Calendars, Reminders, Notes		>
Gmail Contacts, Calendars		>
Hamiltoncom Mail		>
Add Account		>
Fetch New Data	Push	>

Select Account (<u>example@hamiltoncom.net</u>) to see current settings



This show your incoming mail information. The first thing to update is the **User Name**. Please make sure that your full email address is listed and that your password is entered. Then click advanced.

10:19	ul 🗟	
Cancel	Account Do	ne
IMAP ACCOUN	TINFORMATION	
Name	Example	
Email	example@hamiltoncom.net	>
Description	Hamiltoncom	
NCOMING MAI	L SERVER	
Host Name	mail.hamiltoncom.net	
User Name	example@hamiltoncom.net	
Password		
DUTGOING MA	IL SERVER	
SMTP	smtp.hamiltoncom.net	>
Advanced		>

On this screen we will need to enable SSL by clicking on the slider **Use SSL**. The server port should automatically change once this is done. Verify that the **Server Port** is **993** if you are using IMAP, or **995** if you are using POP3. Once updated, press <<u>Account</u> in the top left corner to go back to the previous page.

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Account	Advanced	
MAILBOX BEHAVIORS		
Drafts Mailbox	Drafts	>
Sent Mailbox		>
Deleted Mailbox	Deleted Messages	>
archive Mailbox		>
OVE DISCARDED ME	SSAGES INTO:	
Deleted Mailbox	×	1
Archive Mailbox		
ELETED MESSAGES		
emove	After one week	>
COMING SETTINGS		
Jse SSL	0	
Authentication	NTLM	>
MAP Path Prefix		
Server Port 143		
/MIME		
Sign	No	>
nonint by Default	No	

Tap on **SMTP** to view outgoing mail server.

10:19	1	Î Ŷ □
Cancel	Account	Done
IMAP ACCOUN	T INFORMATION	
Name	Example	
Email	example@hamiltoncom.n	et >
Description	Hamiltoncom	
INCOMING MA	IL SERVER	
Host Name	mail.hamiltoncom.net	
User Name	example@hamiltoncom.n	et
Password		
OUTGOING MA	IL SERVER	
SMTP	smtp.hamiltoncom	n.net >
Advanced		>

Tap on **smtp.hamiltoncom.net** to make changes to settings.

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Account	SMTP	
PRIMARY SERVER		
smtp.hamilton	com.net	On >
OTHER SMTP SER	VERS	
Add Server		>
If Mail is unsucces the other SMTP se	sful using the prima rvers in succession.	ry server, it will try

Change the **Host Name** to **mail.hamiltoncom.net.** Verify that the **User Name** is your full email address and enter your password. Click on the **Use SSL** slider to enable SSL authentication. The **Server Port** should be **587**. When all changes are made and verified, tap Done in the top right corner to finish. Settings will verify before returning to the previous screen.

Cancel smtp.hamiltoncom.net	Done
Server	
OUTGOING MAIL SERVER	
Host Name smtp.hamiltoncom.n	et
User Name example@hamiltonco	om.net
Password	
Use SSL	

Click <Account to return to the previous screen.



Click Done in the top right corner to finish. Settings will once again verify before finishing.

10:19		ul 🔶 🗖
Cancel	Account	Done
IMAP ACCOUN	INFORMATION	
Name	Example	
Email	example@hamiltonc	om.net >
Description	Hamiltoncom	
INCOMING MAI Host Name	- SERVER mail.hamiltoncom.ne	et
User Name	example@hamiltonc	com.net
Password		
OUTGOING MA	L SERVER	
SMTP	smtp.hamilto	ncom.net >
Advanced		>