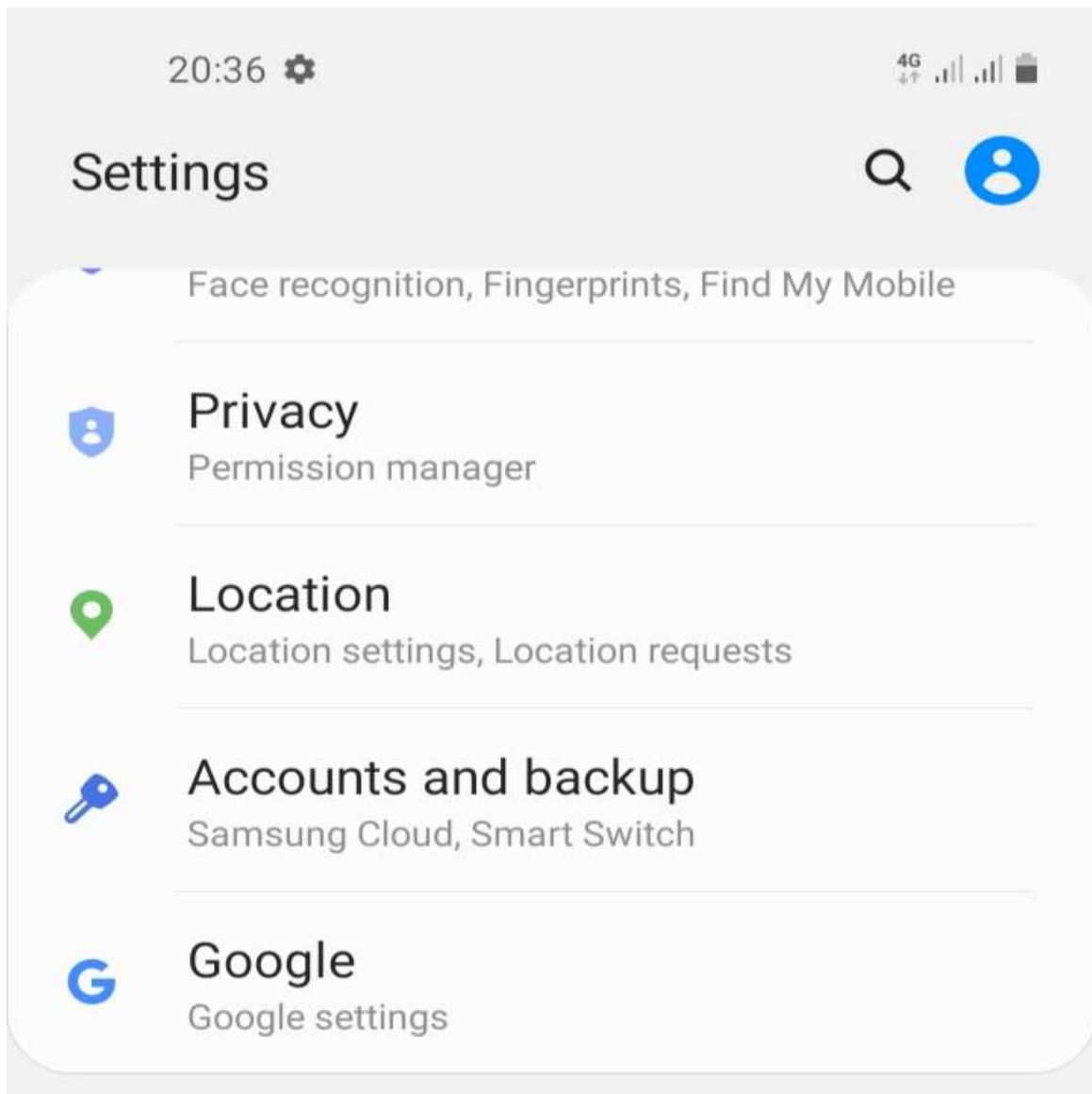


HOW TO CONFIGURE EMAIL POP3 EMAILACCOUNT ON ANDROID MOBILE PHONE (SAMSUNG, NOKIA, INFINIX ETC.) STEP-BY-STEP GUIDE

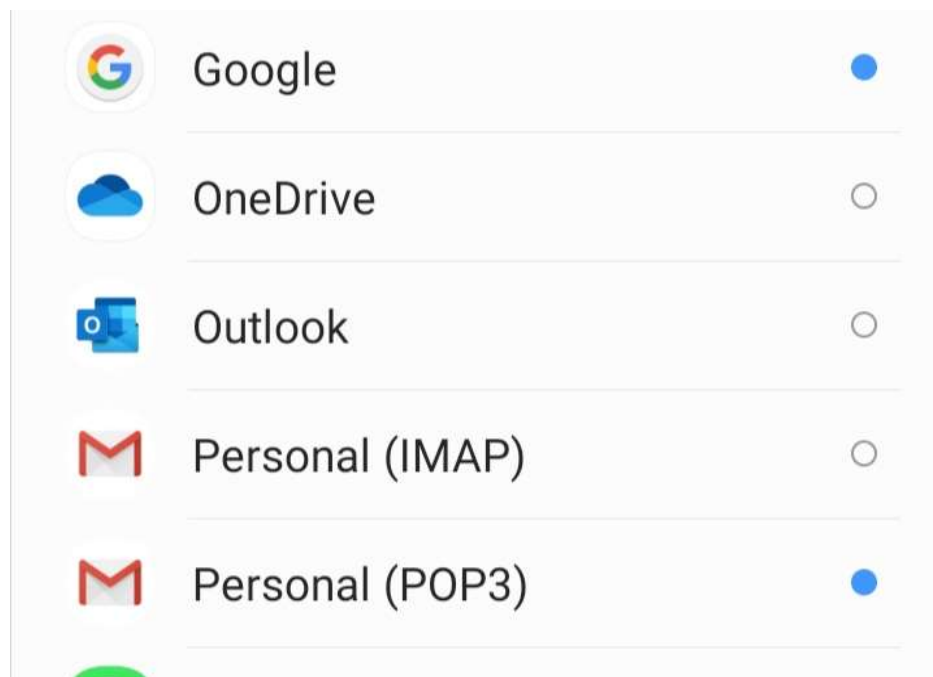
Step 1: Go to “**Settings**” on your android mobile phone as shown below



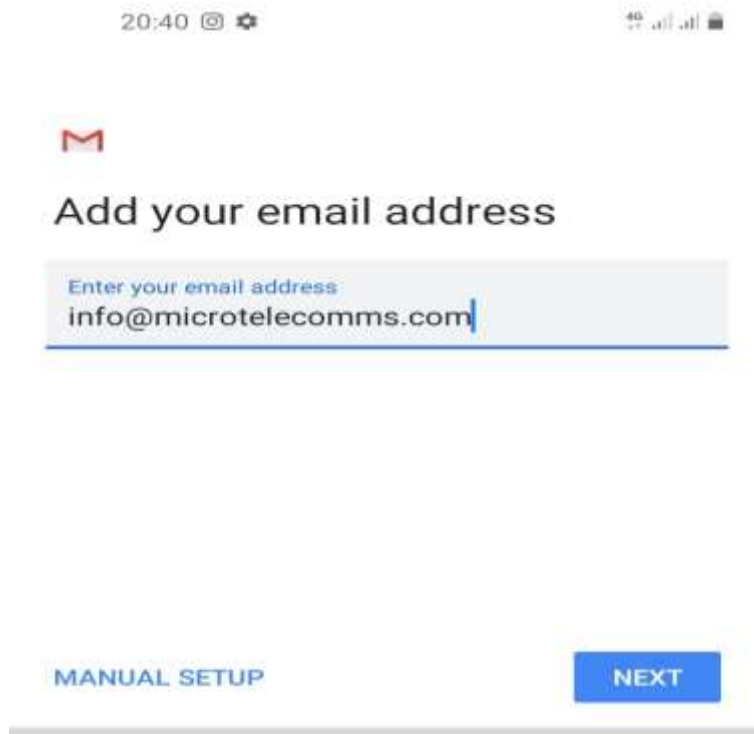
Step 2: The following window will appear. Click on “**+Add Account**” button. Make **sure Auto sync data** button is **ON**



Step 3: The following window appears. Tap on “**Personal (POP3)**”



Step 4: Enter your email address provided by your administrator and tap on “**MANUAL SETUP**”.



20:40

4G

M

Add your email address

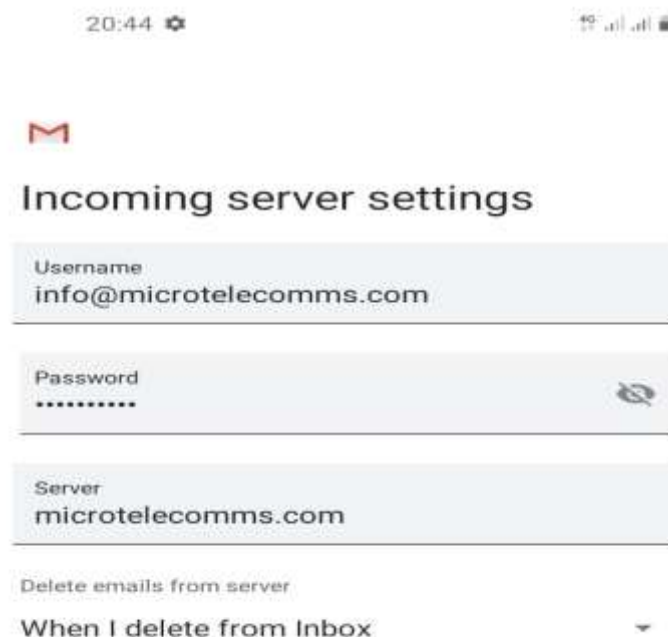
Enter your email address

info@microtelecomms.com

MANUAL SETUP

NEXT

Step 5: The following window will appear. In **“Incoming Server Settings”** type **your** full email address as **username, password** and in the server settings type **“mail.yourdomainname.com”** e.g. mail.microtelecomms.com.



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Incoming server settings

Username

info@microtelecomms.com

Password

.....

Server

microtelecomms.com

Delete emails from server

When I delete from Inbox

Step 6: The following window will appear. In **“Outgoing Server Settings”** type **your** full email address as **username, password** and in the server settings type **“mail.yourdomainname.com”** e.g. mail.microtelecomms.com.

20:52 4G



Outgoing server settings

Require sign-in ☒

Username
info@microtelecomms.com

Password
.....  

SMTP server
mail.microtelecomms.com

NEXT

Step 7: You may leave the following settings or change at your own convenience.

20:53 4G



Account options

Sync frequency:
Every 15 minutes

☒ Notify me when emails arrive

☒ Sync email for this account

Step 8: Finally, your account is set up and you are good to go.



Your account is set up and
emails are on their way!

Account name (optional)
info@microtelecomms.com

Your name

Displayed on sent messages

PLEASE NOTE THAT YOUR POP3 EMAIL ACCOUNT HAS BEEN SET UP ON GOOGLE MAIL APPLICATION. YOU WILL BE ABLE TO ACCESS BOTH GOOGLE/GMAIL ACCOUNT AND YOUR POP3 ACCOUNTS UNDER THE SAME UMBRELLA AS SHOWN BELOW:

