Setting Up SnapperMail®

Technical Manual: Configuration and Setup

Setting Up a Mail Account

- 1. In SnapperMail, click the Menu button on your wireless device to activate the main menu.
- 2. Select Accounts / Edit Accounts.
- 3. Tap the New button.
- If prompted, indicate whether you want to use a POP3 or IMAP4 server. (IMAP4 is available in SnapperMail Enterprise only.)
- 5. On the Identity tab, enter the following information:
 - In the Your Name box, enter your name. This is the name that will be displayed when you send an email message.
 - In the Email Address box, enter your entire email address (e.g., *myname@mydomain.com*).
 - In the Reply To address (optional) box, you can indicate an alternate email address that recipients should use when replying to your messages. This is optional.
- 6. Tap the Server tab.
- 7. In the Incoming Mail section, do one of the following:
 - If you are using a POP3 server, enter the following server name: *pop.emailsrvr.com*



• Or, if you are using an IMAP4 server (SnapperMail Enterprise only), enter the following server name: *imap. emailsrvr.com*



- 8, In the Username box, enter your entire email address (e.g., *myname@mydomain.com*).
- 9, In the Password box, enter your password.
- In the Outgoing Mail section, enter the outgoing server in the SMTP Server box: *smtp.emailsrvr.com*

Outgoing Mail:	
SMTP Server:	smtp.emailsrvr.com
Username:	myname@mydom
Password:	-Assigned-
OK (Cancel)	(More)

- 11. In the Username box, enter your entire email address (e.g., *myname@mydomain.com*).
- 12. In the Password box, enter your password.
- 13. Tap the OK button.
- 14. Tap the Done button.

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Assigning SSL Secure Server Settings (SnapperMail Premier and Enterprise only)

The SSL protocol allows you to send and receive secure email messages.

- 1. In SnapperMail, click the Menu button on your wireless device to activate the main menu.
- 2. Select Accounts / Edit Accounts.
- 3. Select your email account and tap the Edit button.
- 4. Tap the Server tab.
- 5. In the Incoming Mail section, replace the POP or IMAP server with the secure server name: *secure.emailsrvr.com*
- 6. In the Outgoing Mail section, replace the SMTP server with the secure server name: *secure.emailsrvr.com*
- 7. Tap the More button. The Server Settings window will appear.

POP3 or IMAP4 Settings

8. In the POP3 or IMAP4 Settings section, tap the arrow next to the No SSL security drop-down menu and select Always secure (wrapped port).



- 9. The number in the Use Port box will automatically change to reflect the selected SSL setting.
 - If you are using a POP3 server, ensure that the port number has automatically changed to 995.
 - If you are using an IMAP4 server, ensure that the port number has automatically changed to 993.
- 10. Check the Always trust server box.

SMTP Settings

- In the SMTP Settings section, tap the arrow next to the No SSL security drop-down menu and select Always secure (wrapped port).
- 12. The number in the Use Port box will automatically change to reflect the selected SSL setting. Ensure that the port number has automatically changed to 465.
- 13. Check the Always trust server box.
- 14. Tap the OK button twice.
- 15. Tap the Done button.