

Setting Up Palm™ VersaMail™

Setting Up a Mail Account

1. Tap the **Menu** button to activate the main menu.
2. Select **Accounts / Account Setup**.
3. Tap the **New** button.
4. In the **Account Name** box, enter a descriptive name for the account.
5. Tap the **Mail Service** drop-down menu and select **Other**.
6. Tap the **Protocol** drop-down menu and choose one of the following:
 - To use a POP3 server, select **POP**.
 - To use an IMAP server, select **IMAP**.
7. Tap the **Next** button.
8. In the **Username** box, enter your entire email address (e.g., *myname@mydomain.com*), using all lowercase letters.
9. In the **Password** box, enter the password for your email account.
10. Tap the **Next** button.
11. In the **Email Address** box, VersaMail has already entered your email address. Be sure that the address is correct and that it uses all lowercase letters.
12. In the **Incoming Mail Server** box, choose one of the following:
 - If you chose **POP** in Step 6, above, enter the POP server name: *pop.emailsrvr.com*
 - If you chose **IMAP** in Step 6, above, enter the IMAP server name: *imap.emailsrvr.com*

Email Address: myname@mydomain.com
Incoming Mail Server: pop.emailsrvr.com

13. In the **Outgoing Mail Server** box, enter the outgoing server name: *smtp.emailsrvr.com*.

Outgoing Mail Server: smtp.emailsrvr.com
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Or, if your internet service provider (ISP) does not allow you to use third-party outgoing servers, please enter the outgoing server name provided by your ISP.

14. Tap the **Next** button.
15. Tap the **Advanced** button.
16. Tap the **Next** button.
17. If you are using our outgoing server, please do the following:
 - Check the **Use Authentication (ESMTP)** box. Your username and password will appear automatically.
 - In the **Port Number** box, enter the alternate port **587**.

Or, if you are using your ISP's outgoing server, follow the directions provided by your ISP.

18. Tap the **Done** button.

Assigning SSL Secure Server Settings

After setting up your mail account, you can follow the steps below to adjust your POP3 or IMAP account settings to use the secure (SSL) server. The SSL protocol allows you to send and receive secure email messages.

1. Tap the **Menu** button to activate the main menu.
2. Select **Accounts / Account Setup**.
3. Tap once on your email account.
4. Tap the **Edit** button.
5. Tap the **Next** button twice.
6. In the **Incoming Mail Server** box, enter the secure email server name: *secure.emailsrvr.com*
7. If your ISP allows third-party outgoing servers, enter the secure email server name in the **Outgoing Mail Server** box: *secure.emailsrvr.com*

Incoming Mail Server: secure.emailsrvr.com
Outgoing Mail Server: secure.emailsrvr.com

8. Tap the **Next** button.
9. Tap the **Advanced** button.
10. In the **Incoming Server Settings** window, check the **Use Secure Connection (SSL)** box.

Incoming Server Settings:
Port Number: .995.....
<input checked="" type="checkbox"/> Use Secure Connection (SSL).
<input type="checkbox"/> Use Authentication (APOP)

11. The number in the **Port Number** box will change automatically. The secure POP server port is **995**. The secure IMAP server port is **993**.
12. Tap the **Next** button.
13. If you are using our secure server, check the **Use Secure Connection (SSL)** box.

Outgoing Server Settings:
Port Number: .465.....
<input checked="" type="checkbox"/> Use Secure Connection (SSL).
<input checked="" type="checkbox"/> Use authentication (ESMTP)

14. In the **Port Number** box, change the port number to **465**.
15. Be sure that the **Use authentication (ESMTP)** box is checked. Also be sure that your email address appears in the **Username** box and that your password has been assigned.
16. Tap the **Done** button.
17. If prompted to overwrite the existing settings for your account, tap the **Yes** button.
18. Click the **OK** button to close the **Account Setup** window.