How to configure Mailguru mail account in iPhone using IMAP?

Follow these step-by-step instructions to set up your email account on your iPhone

1. Select **Settings** from the home screen of your iPhone:

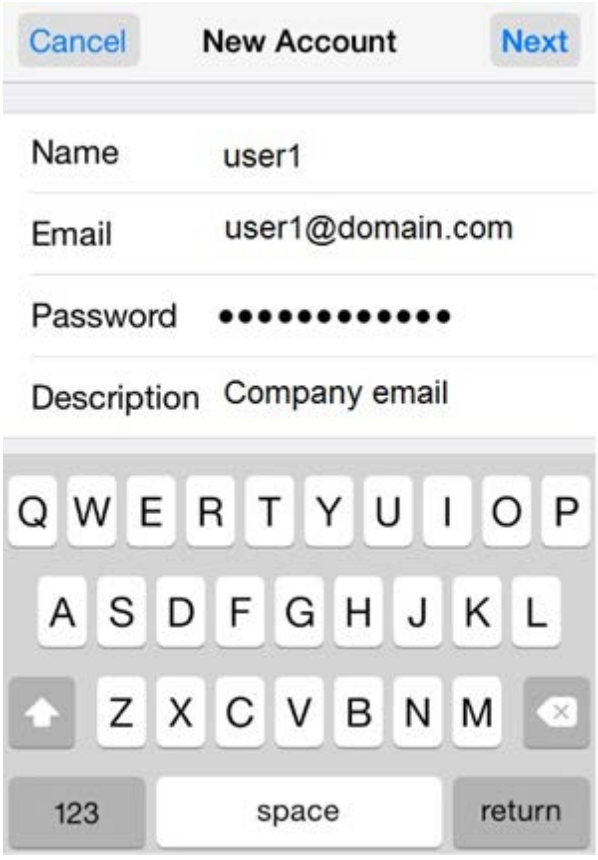
2. Choose **Mail**, **Contacts**, **Calendars** and click **Add Account**:

Settings
Mail, Contacts, Calendars
ACCOUNTS
iCloud
Contacts, Calendars and 3 more...
Add Account
Fetch New Data
Off
MAIL
Preview
1 Line
Show To/Cc Label
Flag Style
Color

3. Choose **Other** from the list that appears:

4. Select **Add Mail Account**. In the **New Account** menu, you will need to specify the following records:

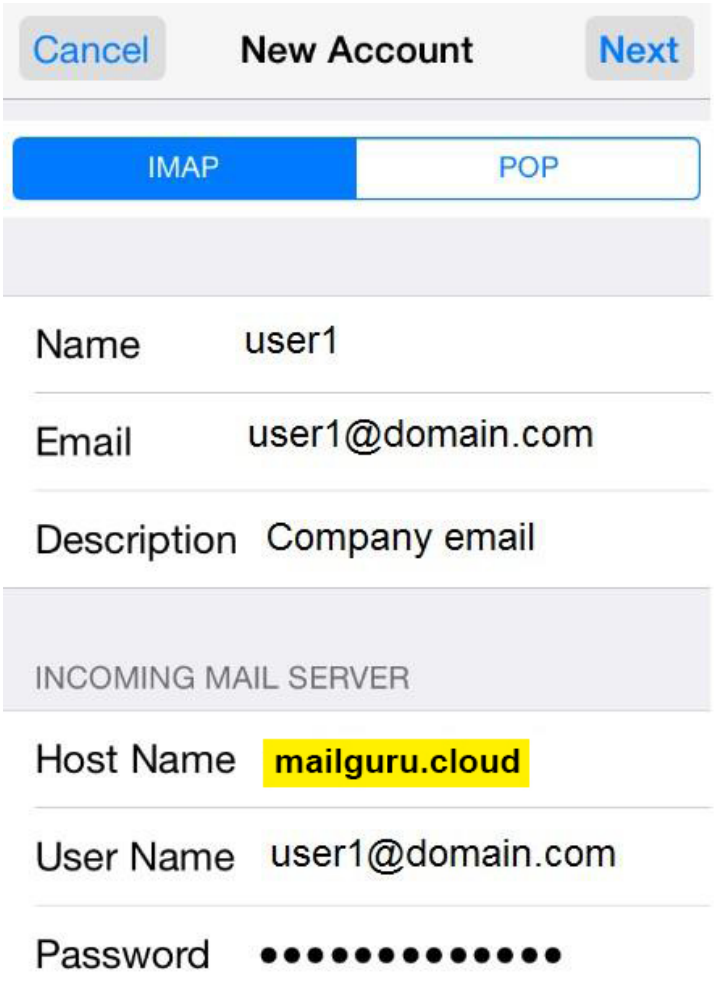
   - **Name** – your name (will appear as sender name)
   - **Address** – your full email address
   - **Password** – the password for this email address
   - **Description** – lets you specify any description (we suggest you use your email address)
   - Click **Next**



5. Select protocol type: **IMAP**
6. Settings for both **IMAP**

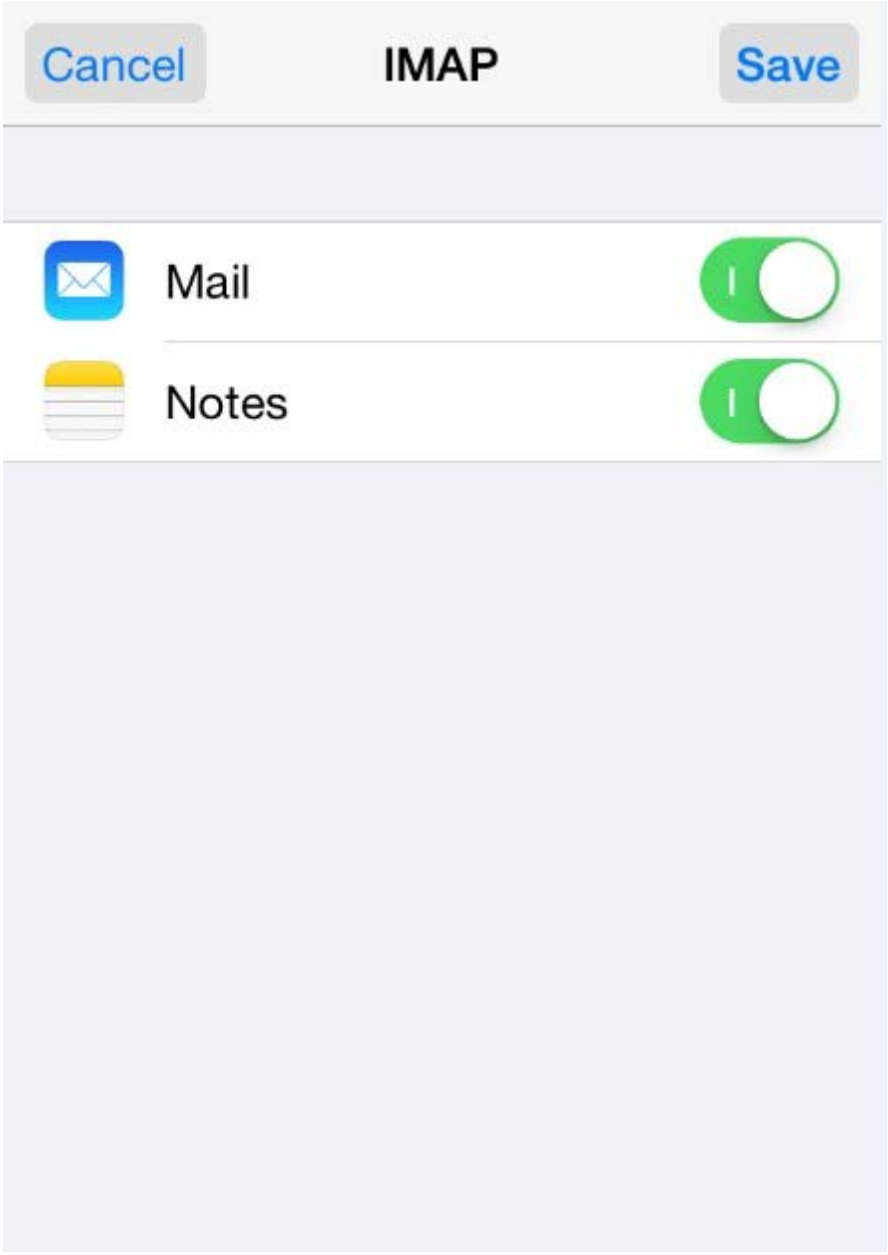
- **Name**, **Address** and **Description**: should have been already filled in
- **Host name**: **mailguru.cloud**
- **User Name**: your email address
- **Password**: password for your email

- In the fields for both **Incoming Mail Server** and **Outgoing Mail Server**, indicate the following settings:
- Click **Next**.

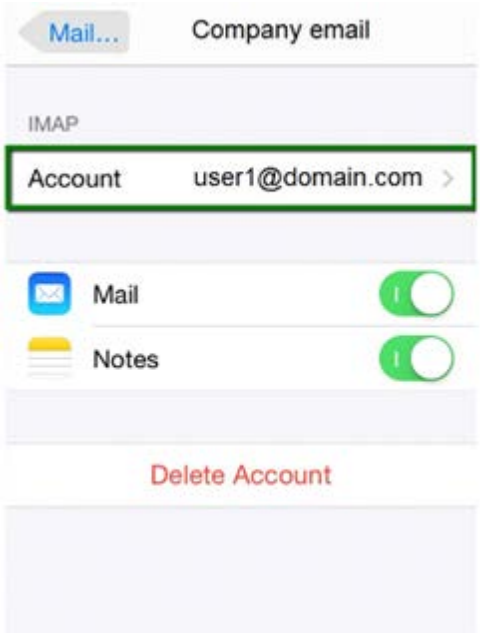


7. In **IMAP**, you can enable the following services:

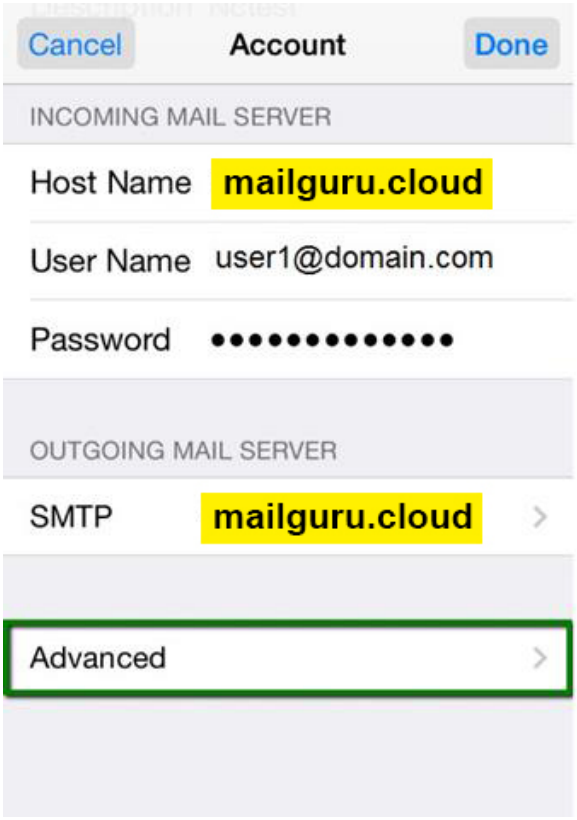
- Click **Save** and wait while the system completes necessary checks.



8. When the checks are finished, you'll be redirected to the **Mail**, **Contacts**, **Calendars** screen. Choose your newly created account there:


Mail...
Company email
IMAP
Account
user1@domain.com
Mail
Notes
Delete Account

9. Scroll down and select **Advanced**:

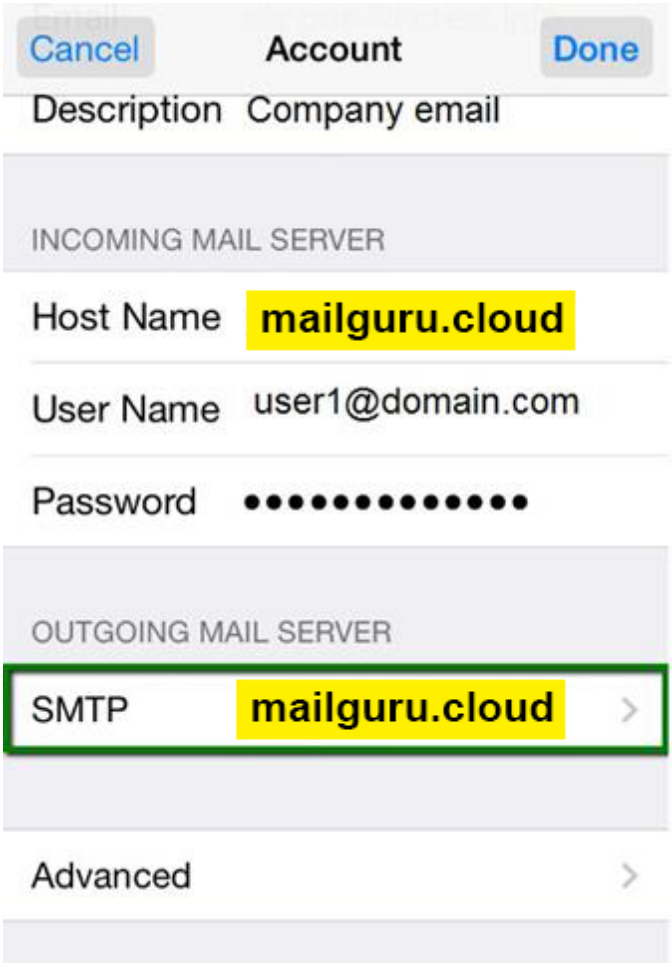


10. Here you can choose additional settings for **IMAP**

- Remove email form server (optional)
- Use SSL: **ON**
- Authentication: **Password**
- Server Port: **993**

Account
Advanced
Remove
After one week
INCOMING SETTINGS
Use SSL
Authentication
Password
IMAP Path Prefix
/
Server Port 993
S/MIME
S/MIME

11. In order to set up additional settings for outgoing server, you will need to return in the previous menu and then go to **Outgoing Mail Server** by clicking on the host name of the server:



12. For Outgoing Server (SMTP)

- Use SSL: **ON**
- Authentication: **Password**
- Server Port: **465**

13. Once the settings are verified, your account is active and ready to use.
14. To test your new email account, go to **Messages** and try sending and receiving emails.