How to configure a Windows phone using IMAP

This article explain show to configure a Windows phone with an IMAP e-mail account. This process is simple and should only take a few minutes.

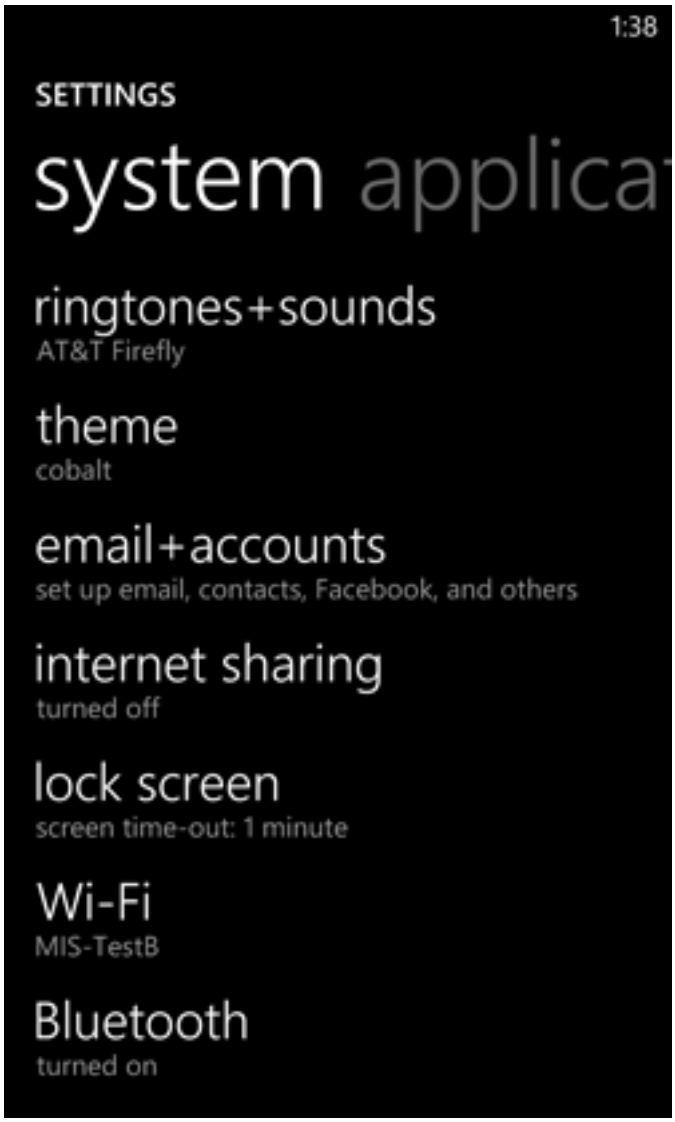
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1. From the home screen, go to the **"Settings"** application.

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2. On the settings screen, tap "**email+accounts"**.

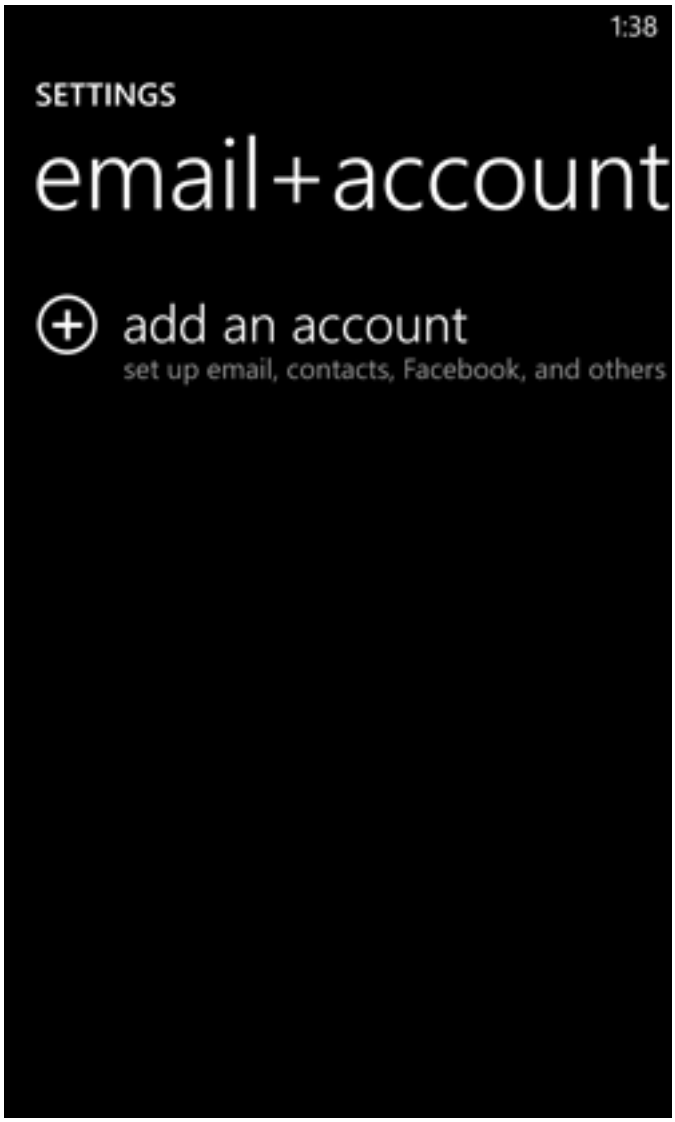
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3. Tap "**add an account**."

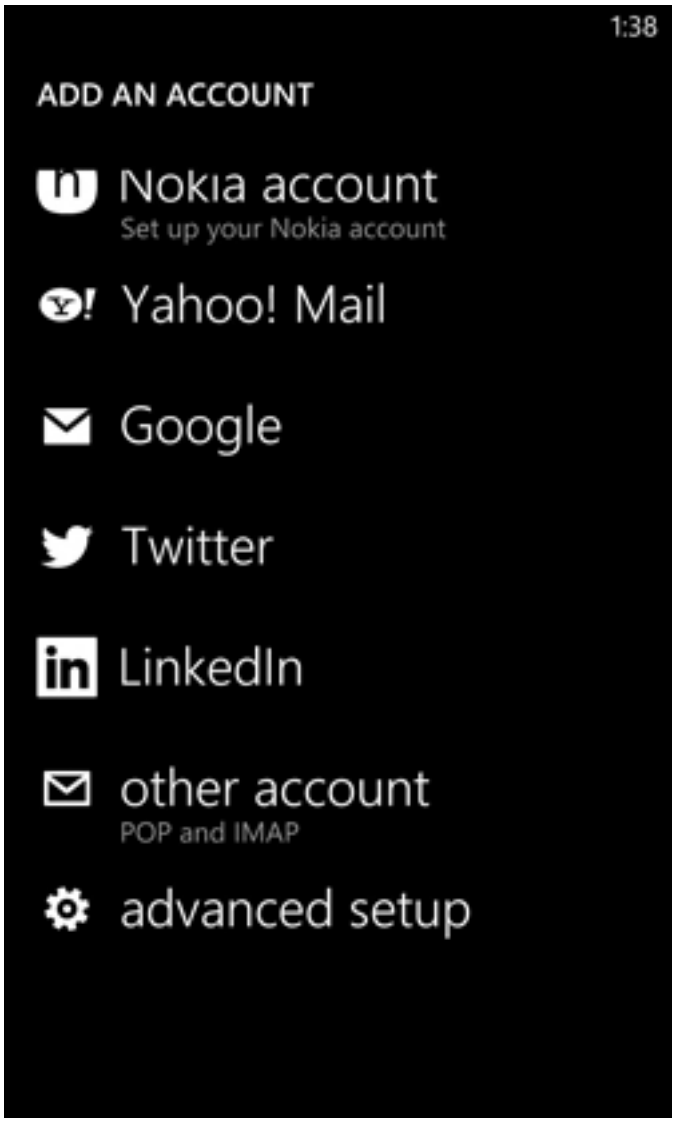
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4. Scroll to the bottom of the screen and tap "**advanced setup**."

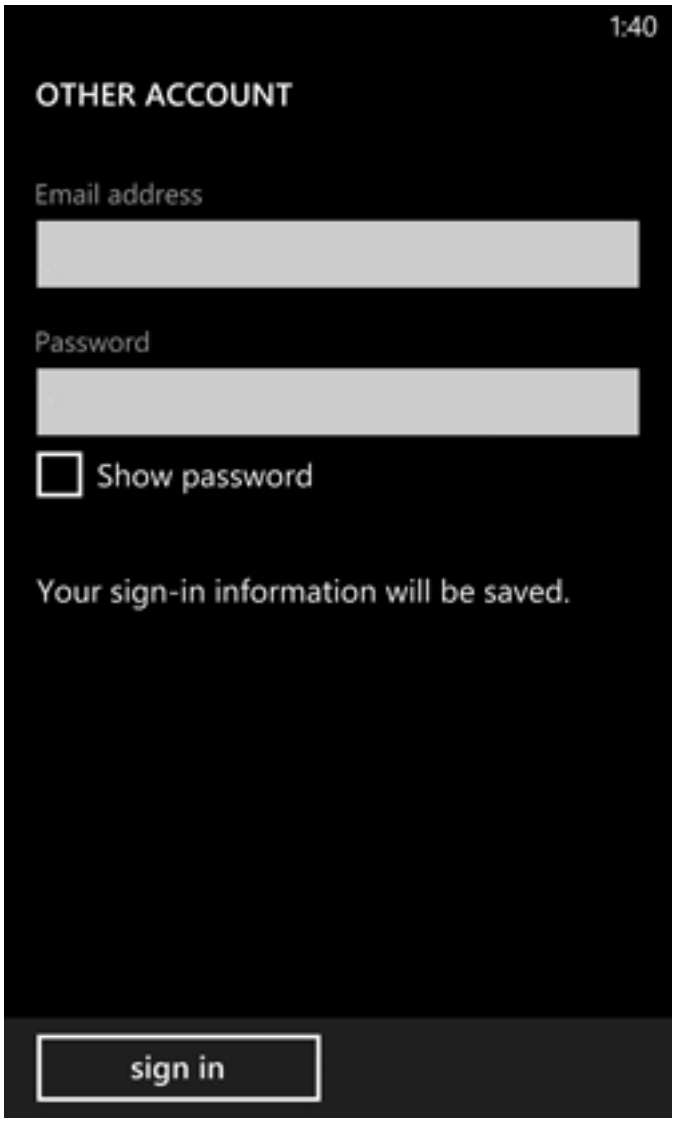
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5. Fill out the **E-mail Address** and **Password** fields. Tap "**sign in**" when you are done.

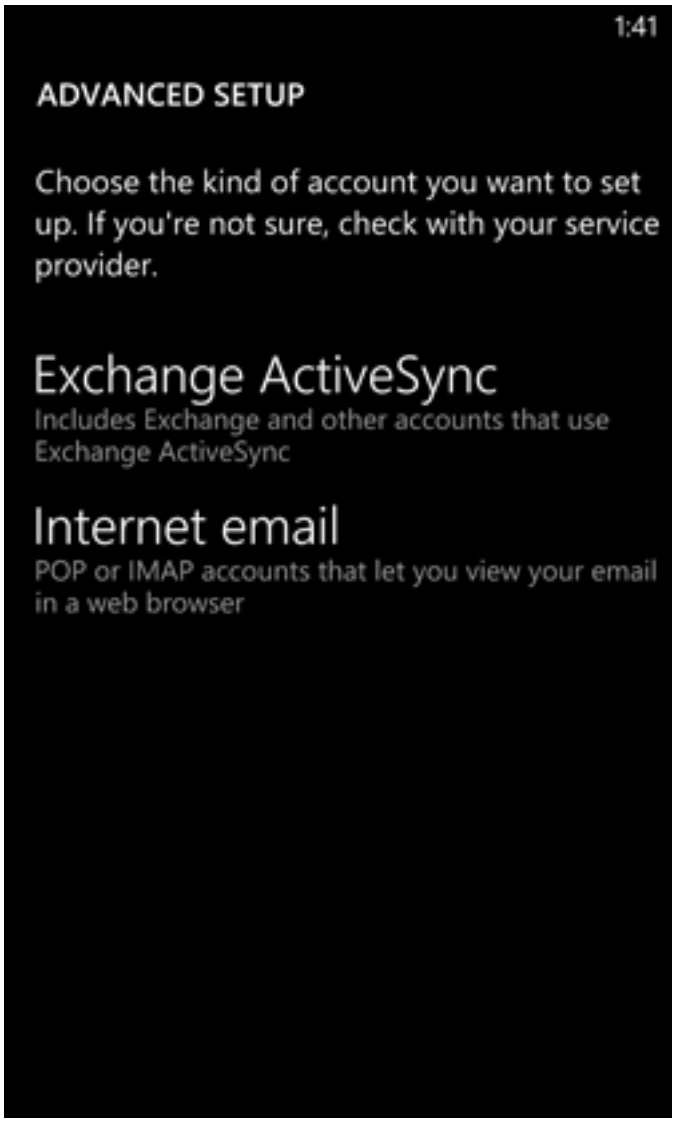
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6. On the "Advanced Setup" screen, tap "**Internet email**."

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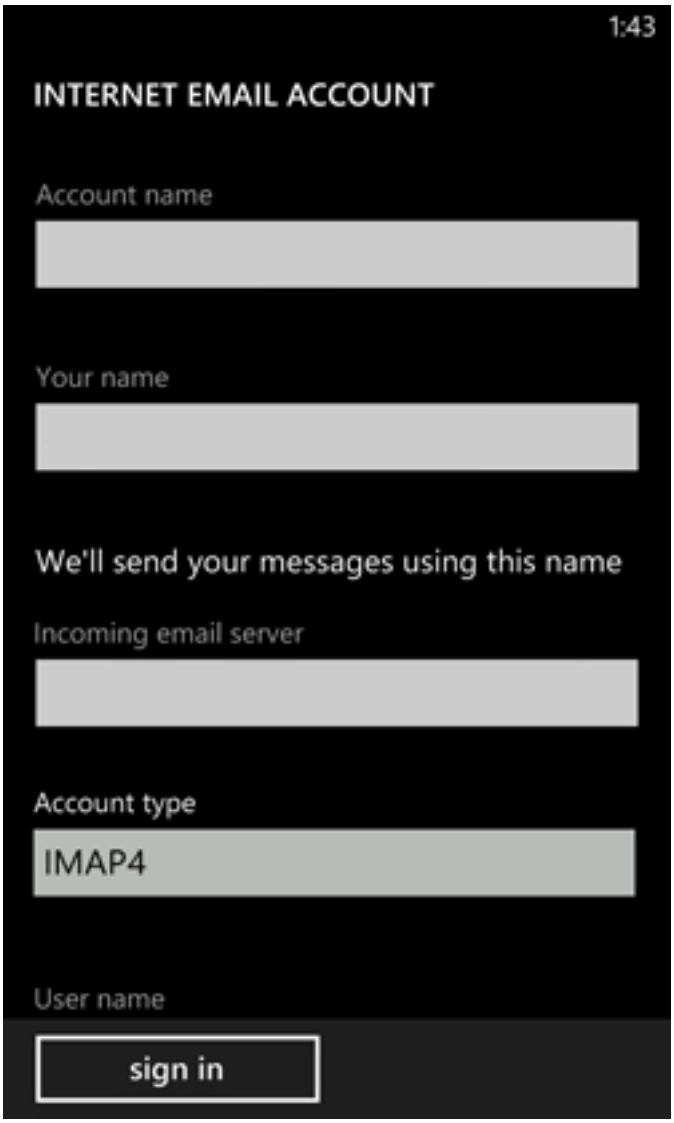


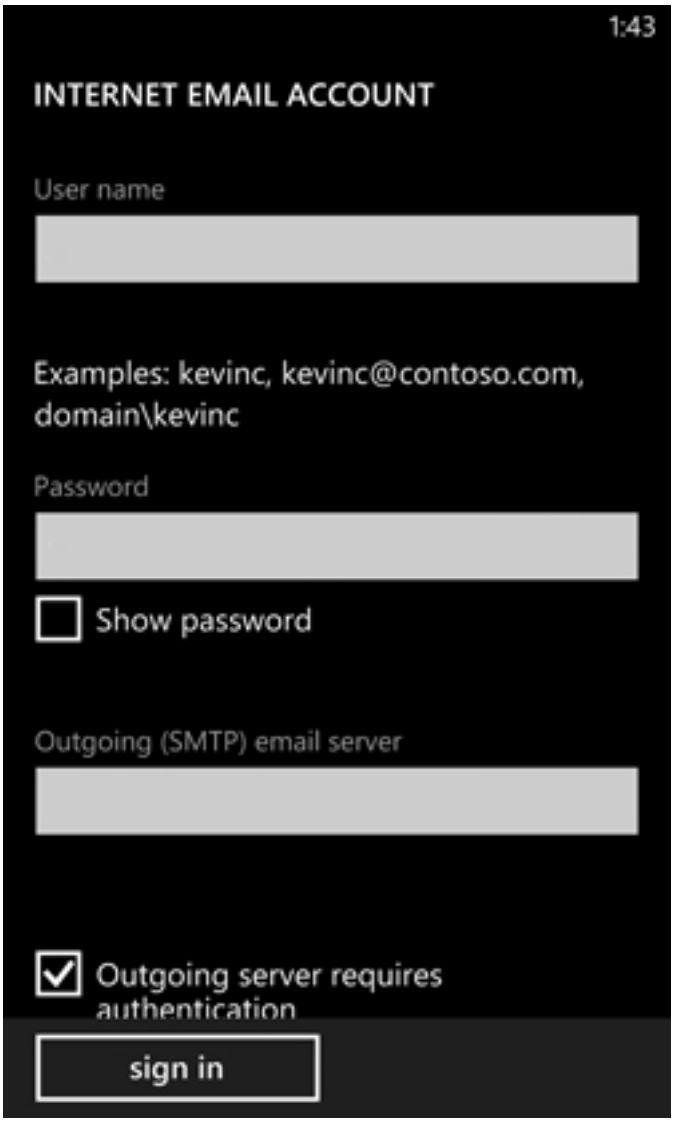
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7. On the "Internet Email Account" screen, fill out the following information:

- **Account name and Your name fields**
- **Incoming email server**: imap.COMPANY.COM (COMPANY.COM should be replaced with the portion of your e-mail address following the "@" symbol. Example: if your e-mail address is HanSolo@MFalcon.biz, then your IMAP server should be imap.MFalcon.biz)

- **Account type**: IMAP
- **User name**: Your complete e-mail address.
- **Password**: Your password for the corresponding e-mail address.
- **Outgoing (SMTP) email server**: smtp.COMPANY.COM (COMPANY.COM should be replaced with the portion of your e-mail address following the "@" symbol. Example: if your e-mail address is HanSolo@MFalcon.biz, then your POP3 server should be pop3.MFalcon.biz)
- **Outgoing server requires authentication**: Checked





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Tap "**sign in**" when finished.

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