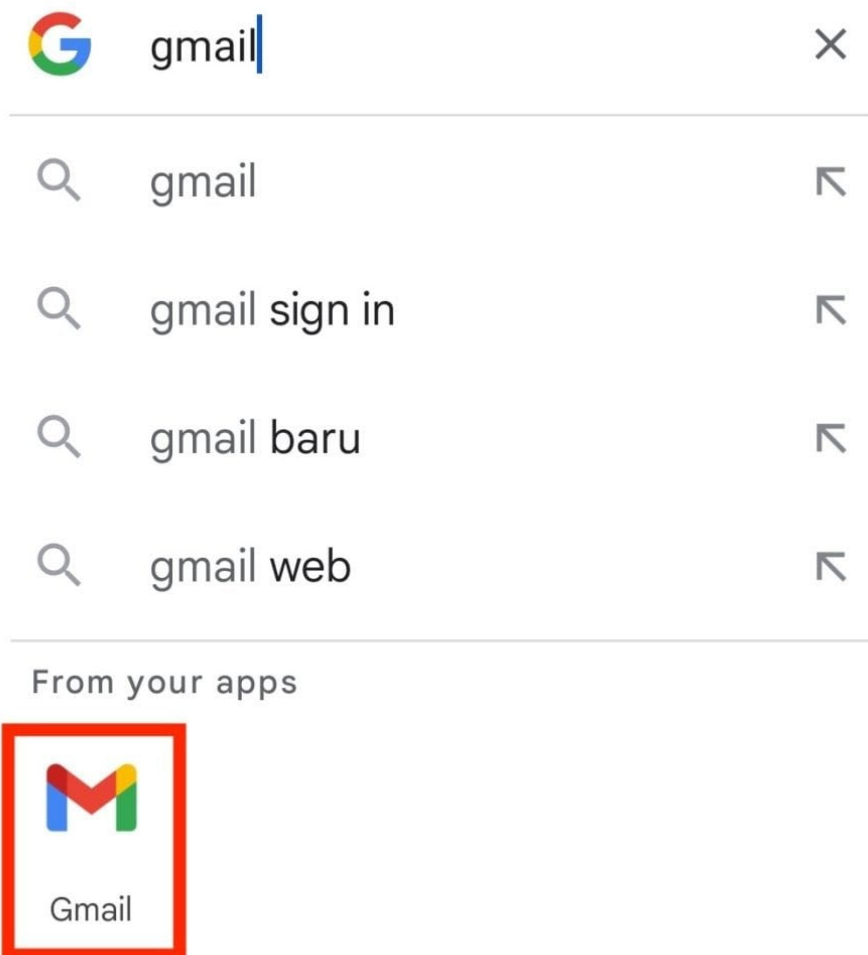


How to Set Up Email on Android

1. Open the Gmail App

Gmail offers a user-friendly interface and efficient syncing with Google services, making it ideal for managing your email accounts.

First, locate Gmail on your Android device. Find and tap the **Gmail** app icon on your home screen or in the app drawer. Alternatively, open the **Google Search** widget on your phone's home screen, type **Gmail**, and tap the **Gmail** app icon from the search results.



2. Add a New Email Account

Once you have the Gmail app open, it's time to set up your email account:

1. Tap the **menu** icon in the top-left corner of the screen.
2. Go to **Settings → Add account**.

← Settings



General settings

@gmail.com

Add account

3. Choose the email provider you want to add. Select **Other**.



Set up email



Google



Outlook, Hotmail, and Live



Yahoo



Exchange and Office 365



Other

3. Enter Your Email Details

After selecting the provider, enter your email details and select the account type:

1. Enter your full email address and tap **NEXT**.



Add your email address

Enter your email

mail@domain.tld

MANUAL SETUP

NEXT

2. Choose between **POP3** and **IMAP** as your account type. We recommend IMAP because it syncs your email across multiple devices, so any changes you make will be reflected everywhere.



mail@domain.tld

What type of account is this?

Personal (POP3)

Personal (IMAP)

3. Enter the password associated with your email account.

4. Configure Server Settings

Configuring your server settings will ensure your email account works properly on your Android device. Here's how to configure email settings on Gmail:

1. Log in to hPanel and go to **Emails → Manage** next to your email account.
2. Select **Connect Apps & Devices** from the email dashboard's left sidebar.
3. Look for the **Manual Configuration** section to find the incoming and outgoing server details.
4. On Gmail's **Incoming server settings** screen, enter the incoming server's hostname in the appropriate field.
5. Enter the outgoing server's hostname in the **SMTP server** field and tap **NEXT**.

5. Customize Account Options

Customizing your account options helps your emails stay organized and responsive. Here are the key settings to configure:

- **Email checking frequency.** Choose how often your device checks for new emails. This can range from manual refresh to every 1 hour.
- **Notifications.** Enable notifications for new emails to stay informed.
- **Sync email.** Ensure your emails, folders, and read/unread status are updated across all devices.
- **Attachment settings.** Choose whether attachments are automatically downloaded when your device is connected to Wi-Fi.



Account options

Sync frequency:

Every 15 minutes



Notify me when email arrives



Sync email for this account



Automatically download
attachments when connected to
Wi-Fi

NEXT

After setting up these options, tap **NEXT**.

6. Complete the Setup

Once you've customized your account options, follow these final steps to complete the setup:

1. Enter your account and display name. Then, tap **NEXT**.



Your account is set up and
email is on its way!

Account name (optional)

mail@domain.tld

Your name

Display Name

Displayed on sent messages

NEXT

2. Your email account setup is now complete, and you'll be redirected to the **Inbox** screen.
3. If you've previously configured another account, tap your **profile** icon in the top right corner and select the newly added email address to switch between accounts.

If you encounter any issues during setup, follow these troubleshooting tips:

- **Recheck the email address and password.** Ensure that you have entered the correct email address and password.
- **Adjust server settings.** Double-check that your incoming and outgoing server settings are correct.
- **Update the Gmail app.** Make sure you have the latest version of the Gmail app installed.
- **Security permissions.** Verify that the necessary security permissions are granted for the Gmail app.