

Add your Exchange 2013 Account on iOS

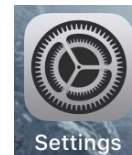
Last Modified on 23/01/2020 1:19 pm GMT

If you have an iOS device (iPhone, iPad or iPod Touch), you can set up your email account and therefore be able to receive emails on that device.

With iOS devices, you can use either the *Mail* application, that comes with the phone, or the *Outlook for iOS* application, available from the App Store. It is recommended to use *Outlook for iOS*.

iOS Mail (ActiveSync)

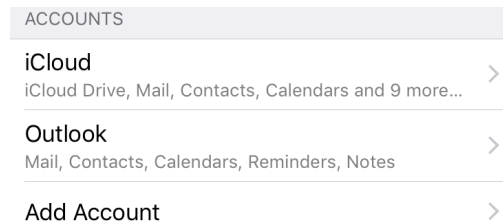
1. Open your **Settings** App



2. Select **Passwords & Accounts**



3. Select **Add Account**



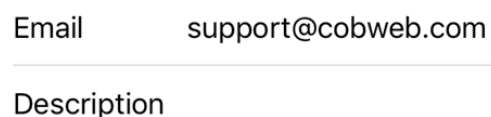
4. Select **Exchange**



5. Enter your email address and a description for the account



6. Press **Next**



7. Enter your password when prompted

8. If asked for additional information, enter:

Server: outlook.hs20.net

Domain: {leave blank}

Username: Your email address

Note: On some iPad models, you may be required to enter HS20 as the domain

9. Select the items you want to sync to the phone

10. Press Save

NOTE: Your phone will need some time to be able to download the settings for the mailbox and start downloading data. It may take a few minutes for data to appear.

Cancel Next

Email

Server Optional

Domain Optional

Username Required

Password •

Description Exchange

Cancel Exchange Save

Mail

Contacts

Calendars

Reminders

Notes

iOS Mail (IMAP/POP3)

1. Open your Settings App



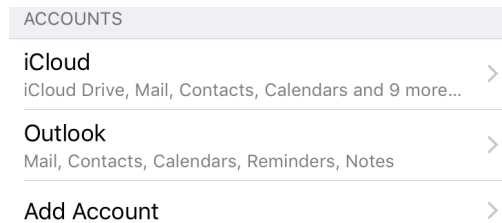
2. Select Passwords & Accounts



Passwords & Accounts



3. Select **Add Account**



4. Select **Other**

5. Select **Add Mail Account**

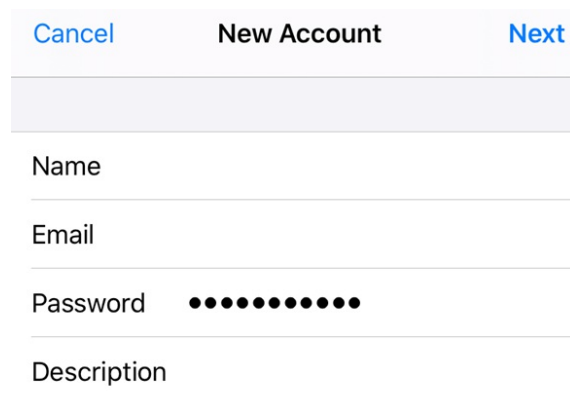
6. Enter the information for your account

Name: The name to send emails out as

Email: Your email address

Password: The password for your account

Description: A unique identifier for the account on your phone (does not need to be a specific value)



7. Press **Next**

8. Select the Account type as IMAP or POP

9. If asked for additional information, enter:

IMAP:

Incoming Server: imap.hs20.net

POP3:

Incoming Server: pop3.hs20.net

Both:

Outgoing Mail Server: smtp.hs20.net

Username: Your email address

Password: Your mailbox password


10. Press **Next**

11. Select the items you want to sync to the phone

12. Press **Save**

NOTE: Your phone will need some time to be able to download the settings for the mailbox and start downloading data. It may take a few minutes for data to appear.

Cancel	New Account	Next
Name	Support Mailbox	
Email		
Description	cobwebnoc.me.uk	
INCOMING MAIL SERVER		
Host Name	imap.hs20.net	
Username		
Password	●●●●●●●●	

Cancel	IMAP	Save
	Mail	<input checked="" type="checkbox"/>
	Notes	<input type="checkbox"/>

Outlook for iOS

Before you can use the Outlook for iOS application, you must install it from the App Store on your device. Click on the Outlook icon to be taken to the App Store Page for the application.



If it's the first time you are using the application, you will automatically be taken to the account setup screen.

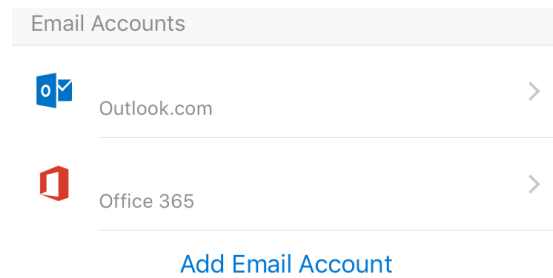
1. Open the Outlook for iOS Application
2. Click on the Account icon (or Home icon) to open the Menu



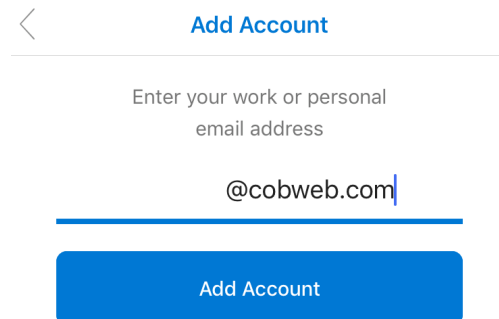
3. Select the **Settings Cog**



4. Select **Add Email Account**
5. Select **Add Email Account** again if prompted



6. Enter the email address of the account you want to add



7. Press **Add Account**
8. Enter your password when prompted
9. Press **Sign In**