

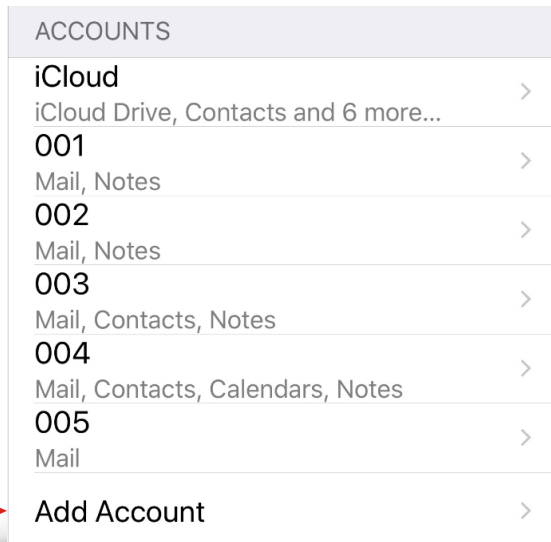
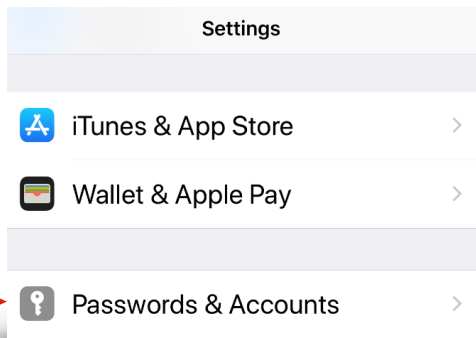
Configuring UH IMAP Mail for iOS 10/11/12

1. Tap **Settings** > **Passwords & Accounts** > **Add Account** > **Add Account**

*note: in iOS 10/11 : located under **Settings** > **Accounts & Passwords***

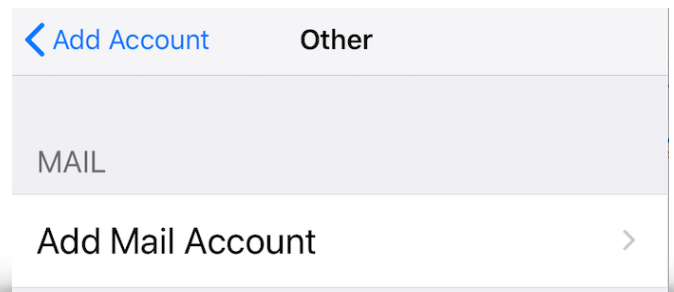
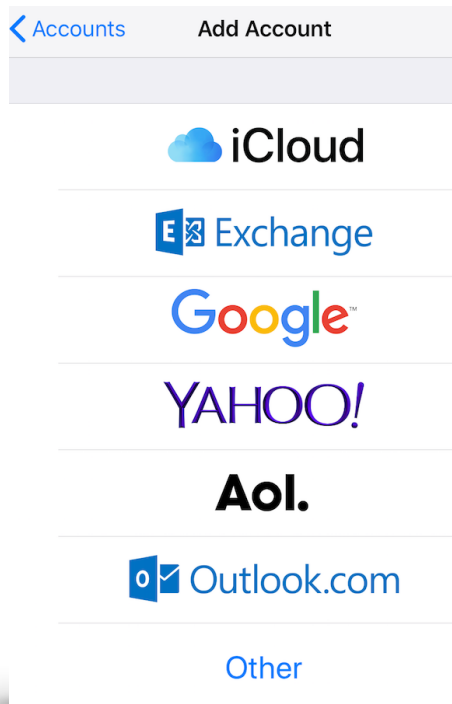


Settings



***Continued on next page**

2. Now tap > **Other** > **Add Mail Account**



3. Fill in information as seen below. **Sign in** using your **Central UH** email address > Tap **Next** on the top right of the screen, then tap **Sign In**.

Cancel New Account Next

Name Your Name

Email your-cougarnet-name@central.uh.edu

Password ●●●●●●●●●●

Description UH Email

4. ***IMPORTANT*** Fill in top information as seen below, using your **Central UH EDU** information. **Top section needs to show Central email address, Incoming/Outgoing Server** user name information needs to be **@cougarnet.uh.edu**. Use outlook.office365.com for incoming and outgoing mail server host name, then tap next

Verizon

1:57 PM

35%

Cancel

New Account

Next

Name

Your Name

Email

your-cougarnet-name@central.uh.edu

Description

UH Email

INCOMING MAIL SERVER

Host Name

outlook.office365.com

User Name

yourcougarnet-name@cougarnet.uh.edu

Password

●●●●●●●●●●

OUTGOING MAIL SERVER

Host Name

outlook.office365.com

User Name

yourcougarnet-name@cougarnet.uh.edu

Password

●●●●●●●●●●

5. Account will take a moment to configure, Now you should see this screen as seen below. Select **Save** as seen below and press **Home Button** to return to home screen. Congratulations! Your mail account is set up and ready to use.

