

Getting Started

Add a New Email Account in Mac Mail

1 Open your Mail icon.



2 Select Mail > Add Account

	ail File Edit	View
	About Mail	
	Preferences	Ж,
🔲 Ma	Accounts	
2	Add Account.	
 Chase Broke 	Services	+
CON	Hide Mail	жн
chas Brok	Hide Others Show All	√жн
CON	Quit Mail	жQ

3 Choose Other Mail Account... and click Continue.

Choose a Mail acco	ount provider	
0	iCloud	
0	E Exchange	
0	Google [.]	
0	YAHOO!	
0	Aol.	
10	Other Mail Account	
?	Quit	2 Continue

4 From the Add Account window, enter your Name, Email Address and Password. Click Sign In.



- 5 Enter Mail Server Settings
 - Enter Email Address
 - Enter your User Name (ex: myemail@homesc.com) and Password
 - Select IMAP from the dropdown
 - In the Incoming Mail Server field enter: mail.homesc.com
 - In the Outgoing Mail Server field enter: smtp.homesc.com
 - Click Next

Email Address:	name@example.com
User Name:	Automatic
Password:	•••••
Account Type:	IMAP or POP
ncoming Mail Server:	mail.example.com
Outgoing Mail Server:	mail.example.com

6 Ensure Mail is checked and press Done.

