

Set Up an Email Account in Apple Mail

To set up your email account in Apple Mail on macOS with SSL encryption enabled.

With email programs like Apple Mail, you can receive and send email without accessing the WebMail.

QUICK LAUNCH

You have not yet set up an email account in Apple Mail:

1. Open Mail.
2. Select OTHER EMAIL ACCOUNT

You already have an email account in Apple Mail:

1. Open Mail and click in the menu bar on MAIL > ADD ACCOUNT
2. Select OTHER EMAIL ACCOUNT

Use the following information to set up your email account:

FIELD / SETTING	ENTER / DESCRIPTION
Any Name	
Email address	The email address you want to retrieve from Apple Mail. For example: email@my-domain.co.uk
Username	The email address you want to retrieve from Apple Mail. For example: email@my-domain.co.uk
Password	The password you entered for your email address.
Account type	IMAP
Server for incoming emails	imap.ionos.co.uk

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FIELD / SETTING	ENTER / DESCRIPTION
IMAP port, SSL active	993
Outgoing email servers	smtp.ionos.co.uk
SMTP port, SSL active	587

STEP-BY-STEP TUTORIAL

1. Open Mail and click in the menu bar on MAIL > ADD ACCOUNT
2. Select the option OTHER MAIL ACCOUNT... and click CONTINUE.
3. Enter your name, email address, (email) password and click LOGIN
[\(If you have lost your password to your email inbox, create a new one\)](#)
4. Enter your email address again under User name.
5. Select the desired account type. You can choose between the account types [POP](#) or [IMAP](#).
We recommend that you use the default setting IMAP.
 - If you have set the account type to IMAP, enter imap.ionos.co.uk in the field Server for incoming emails.
 - If you have set the account type to POP3, enter pop.ionos.co.uk in the field Server for incoming emails.
6. In the Outgoing email server box, type smtp.ionos.co.uk and click SIGN IN
.Please note: If the message Account name/Password could not be checked is displayed, please check your entries for completeness.
7. Select the apps you want to use with your mailbox and click Done.

ENABLE SSL ENCRYPTION

- On the Mail menu bar, click MAIL > PREFERENCES.
- Click ACCOUNTS > SERVER PREFERENCES.
- In the Incoming mail server (IMAP) or Incoming mail server (POP3) area, deselect Manage connection settings automatically.
- Enter the following port number:
 - If you have set the account type to IMAP, enter port number 993 in the Port field in the Incoming email server (IMAP) area.
 - If you have set the account type to POP, enter port number 995 in the Port field in the Incoming mail server (POP3) area.
Please note: The TLS/SSL setting ensures that your emails are transmitted encrypted using SSL.
- In the Outgoing email server (SMTP) area, deselect Manage connection settings automatically.
- In the Outgoing email server (SMTP) area, enter port number 587 in the Port field.
- Click Save.

Now your mailbox is ready and you can check and send emails with Mail.