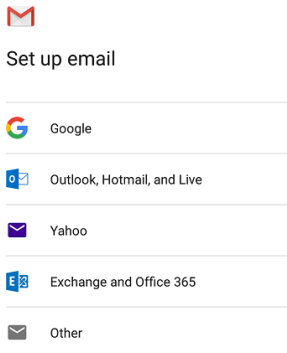


How to configure email on an Android phone

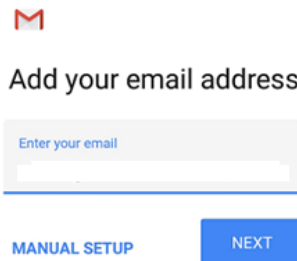
Open the mail app.



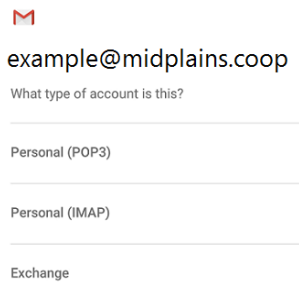
Select the **OTHER** option.



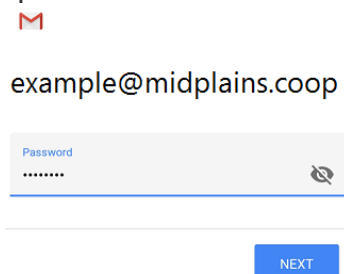
Enter the email address you wish to connect to. In this example, the email is example@midplains.coop and click **MANUAL SETUP**



Choose which type of account you'd like to use. **POP3** is recommended, but can also be set up under IMAP.



Enter your password. Click the NEXT button.



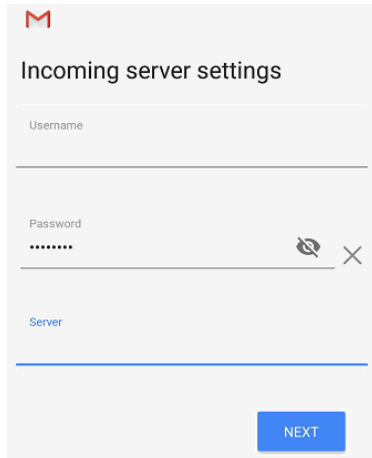
Enter the following 'Incoming' server settings:

Username – Usually “a” plus your 7-digit phone number (Ex: a6684420)

Password – The password of your email address

SERVER – pop3.midplains.coop

Click the NEXT button.



The screenshot shows the 'Incoming server settings' screen. At the top is a red Gmail logo. Below it is the title 'Incoming server settings'. There are three input fields: 'Username', 'Password' (with a toggle to show/hide the password), and 'Server'. A blue 'NEXT' button is at the bottom right.

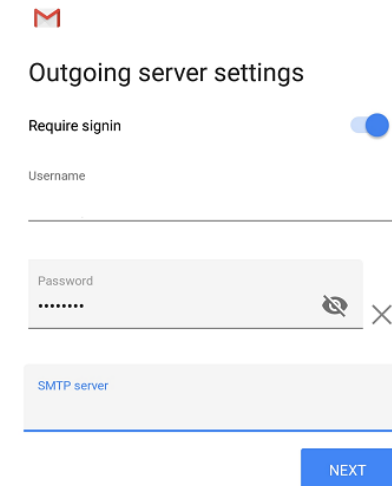
Enter the following 'Outgoing' server settings:

Username – Usually “a” plus your 7-digit phone number (Ex: a6684420)

Password – The password of your email address

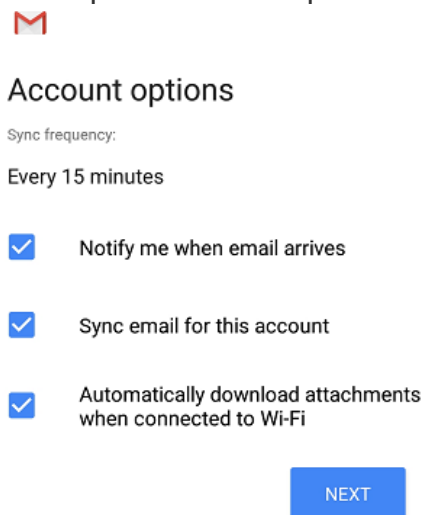
SERVER – smtp.midplains.coop

Click the NEXT button.



The screenshot shows the 'Outgoing server settings' screen. At the top is a red Gmail logo. Below it is the title 'Outgoing server settings'. There is a toggle switch for 'Require signin'. Below that are three input fields: 'Username', 'Password' (with a toggle to show/hide the password), and 'SMTP server'. A blue 'NEXT' button is at the bottom right.

The Account options screen opens: Select your desired settings. Click the NEXT button.



The screenshot shows the 'Account options' screen. At the top is a red Gmail logo. Below it is the title 'Account options'. There is a dropdown menu for 'Sync frequency' set to 'Every 15 minutes'. Below that are three checkboxes, all of which are checked: 'Notify me when email arrives', 'Sync email for this account', and 'Automatically download attachments when connected to Wi-Fi'. A blue 'NEXT' button is at the bottom right.

A screen opens confirming your address is properly configured:

Fill in the following two options:

Give this account a name (Optional) – Just leave this as your address

Your name (Displayed on outgoing messages)

Click the NEXT button to complete the configuration.



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

Account name (optional)

example@midplains.coop

Your name

My Name

Displayed on sent messages

NEXT

Verifying and adjusting secure settings

By default, the GMAIL app configures security for your email connection. You can confirm or change these settings within the app.

Load your email.



On the top left, click the three horizontal lines next to INBOX.



Settings

Scroll down and click the 'Settings' link.

Server settings

Incoming settings

Username, password, and other incoming server settings

Outgoing settings

Username, password, and other outgoing server settings

Scroll down and you'll see 'Incoming' and 'Outgoing' settings. Click either to view.

Incoming

Server

pop3.midplains.coop

Port

110

Security type

SSL/TLS

CANCEL

DONE

Outgoing (Outgoing port number is 25 or 587)

SMTP server

smtp.midplains.coop

Port

25

Security type

SSL/TLS



CANCEL

DONE