Configure QCMBL email on iPhone (page 1) and stock Android (page 2)

On your iPhone go to Settings > Passwords & Accounts

Tap Add Account, tap Other, then tap Add Mail Account.

Name: QCMBL – *then your position on the board*
This is how the email you send using this account will appear in the recipient's inbox
QCMBL email address:
boardposistion@qcmbl.ca
Password: Password that was initially provided to you or what you changed your password to using the webmail website.
Description: QCMBL
Once all is completed tap Next up in the top right hand corner.

Enter the Email Server Address:

INCOMING MAIL SERVER
Host Name: mail.a.hostedemail.com
User Name: boardposistion@qcmbl.ca
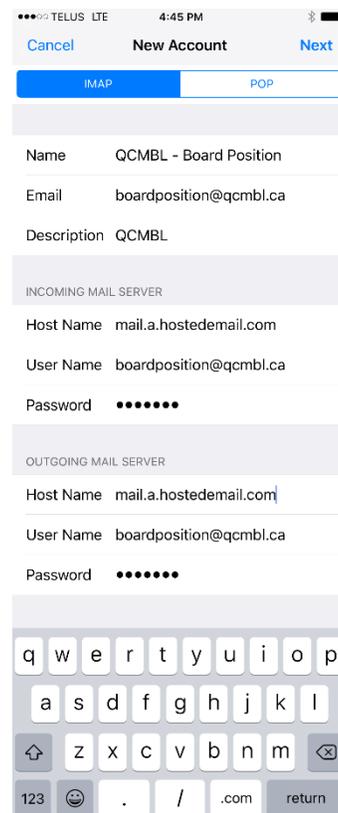Password: Enter your QCMBL email password

OUTGOING MAIL SERVER
Host Name: mail.a.hostedemail.com
User Name: boardposistion@qcmbl.ca
Password: Enter your QCMBL email password

Once all information is entered tap Next up in the top right-hand corner, the screen will update after a minute showing that mail is turned on, tap Save.

Configure QCMBL email on iPhone (page 1) and stock Android (page 2)
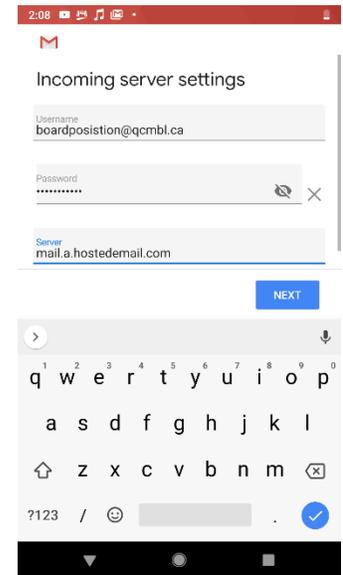
On your Android device go to Settings > Accounts

Tap + Add account
- Tap Personal (IMAP).
- Enter your QCMBL email address
- Tap Manual Setup
- Tap Personal (IMAP)
- Enter the password that was initially provided to you or what you changed your password to using the webmail website. Tap Next
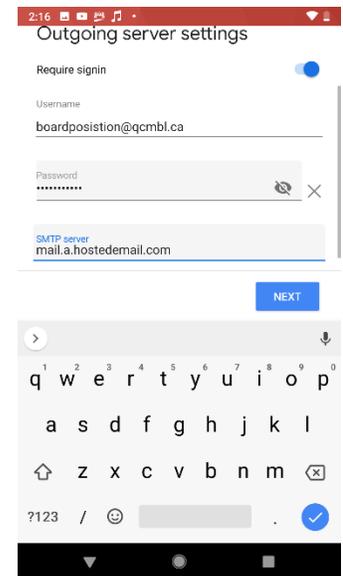
Incoming server settings
In the server field type:
mail.a.hostedemail.com
Tap **NEXT**

Outgoing server settings
In the SMTP server field type:
mail.a.hostedemail.com
Tap **NEXT**

Account options
Select the Options you prefer, tap NEXT
On the last screen enter "Your Name":
QCMBL – *then your position on the board*
This is how the email you send using this account will appear in the recipient's inbox
Tap **NEXT**