

Mac Mail Settings

USER GUIDE

CONTENTS

Overview	3
Mail Icon	4
Welcome Screen	4
Server Settings	5
Incoming Settings	5
Incoming Security	6
Outgoing Settings	7
Outgoing Security	8
Summary	9
Additional Settings	10

Overview

In order to use your Mac Mail app with your Windstream Hosted Email, please follow the steps in this guide.

Step 1: Mail Icon

Find the **Mail** icon and open the program.



Step 2: Welcome Screen

Enter your **Full Name**, **Email Address** you're setting up, and your **Password** for that email address. Click **Continue**.



Step 3: Server Settings

Enter the server information for both incoming and outgoing servers. Use the information in the table below.

Server Settings	
Incoming Server	mail.windstreamhosting.com
Outgoing Server	mail.windstreamhosting.com
Username	Your entire email address
Password	Your email address password

Note: Additional server settings can be found in the last step of this document.

Step 4: Incoming Settings

For **Account Type**, select **IMAP** and then fill out the **Description**, **Incoming Mail Server**, **User Name**, and **Password** fields with the information from the table in Step 3. Click **Continue** when finished.



Step 5: Incoming Security

Authentication MUST be set to Password. Click Continue



Step 6: Outgoing Settings

Select boxes for **Use only this server** and **Use Authentication**. Fill out the **Incoming Mail Server**, **User Name**, and **Password** fields with the information from the table in Step 3. Click **Continue** when finished.



Welcome to Mail

Outgoing Mail Server

Description: (optional)

Outgoing Mail Server: mail.windstreamhosting ▾

Use only this server

Use Authentication

User Name: test@windstreamhosting.c

Password: ••••

Outgoing Settings

Cancel Go Back Continue

Step 7: Outgoing Security

Authentication MUST be set to Password. Click Continue



Step 8: Summary

An Account Summary screen will appear with all the setting information you just entered. Review the information to make sure everything is correct and click **Create** when finished.

Your Account is now created and you can send and receive email.



Step 9: Additional Settings

Server Settings	
Incoming Server (POP)	mail.windstreamhosting.com
Incoming Server (IMAP)	mail.windstreamhosting.com
Outgoing Server (SMTP)	mail.windstreamhosting.com
Incoming Server (SSL)	securemail.windstreamhosting.com
Outgoing Server (SSL)	securemail.windstreamhosting.com
Username	Your entire email address
Password	Your email address password

Default Port Settings	
Incoming Server	110
Outgoing Server	25

IMAP Port Settings	
Incoming Server	143
Outgoing Server	25

SSL Port Settings	
Incoming Server	995
Outgoing Server	465

Alternate outgoing ports:

Outgoing ports of 1025 and 587 can be used if your service provider blocks port 25.

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