

# Setting Up Palm™ VersaMail™

## Setting Up a Mail Account

1. Tap the **Menu** button to activate the main menu.
2. Select **Accounts / Account Setup**.
3. Tap the **New** button.
4. In the **Account Name** box, enter a descriptive name for the account.
5. Tap the **Mail Service** drop-down menu and select **Other**.
6. Tap the **Protocol** drop-down menu and choose one of the following:
  - To use a POP3 server, select **POP**.
  - To use an IMAP server, select **IMAP**.
7. Tap the **Next** button.
8. In the **Username** box, enter your entire email address (e.g., *myname@mydomain.com*), using all lowercase letters.
9. In the **Password** box, enter the password for your email account.
10. Tap the **Next** button.
11. In the **Email Address** box, VersaMail has already entered your email address. Be sure that the address is correct and that it uses all lowercase letters.
12. In the **Incoming Mail Server** box, choose one of the following:
  - If you chose **POP** in Step 6, above, enter the POP server name: *pop.spectruminc.com*
  - If you chose **IMAP** in Step 6, above, enter the IMAP server name: *imap.spectruminc.com*

<b>Email Address:</b> myname@mydomain.com
<b>Incoming Mail Server:</b> pop.spectruminc.com

13. In the **Outgoing Mail Server** box, enter the outgoing server name:

<b>Outgoing Mail Server:</b> smtp.spectruminc.com
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Or, if your internet service provider (ISP) does not allow you to use third-party outgoing servers, please enter the outgoing server name provided by your ISP.

14. Tap the **Next** button.
15. Tap the **Advanced** button.
16. Tap the **Next** button.
17. If you are using our outgoing server, please do the following:
  - Check the **Use Authentication (ESMTP)** box. Your username and password will appear automatically.
  - In the **Port Number** box, enter the alternate port **587**.

Or, if you are using your ISP's outgoing server, follow the directions provided by your ISP.

18. Tap the **Done** button.