Setting up your e-mail account on Android Phone using the Gmail app

Step 1: Open the **Settings** app on your device. Find the section for **Accounts**

Step 2: Tap **Add Account**.

Step 3: Tap **Personal (IMAP)**.

CONCEPT
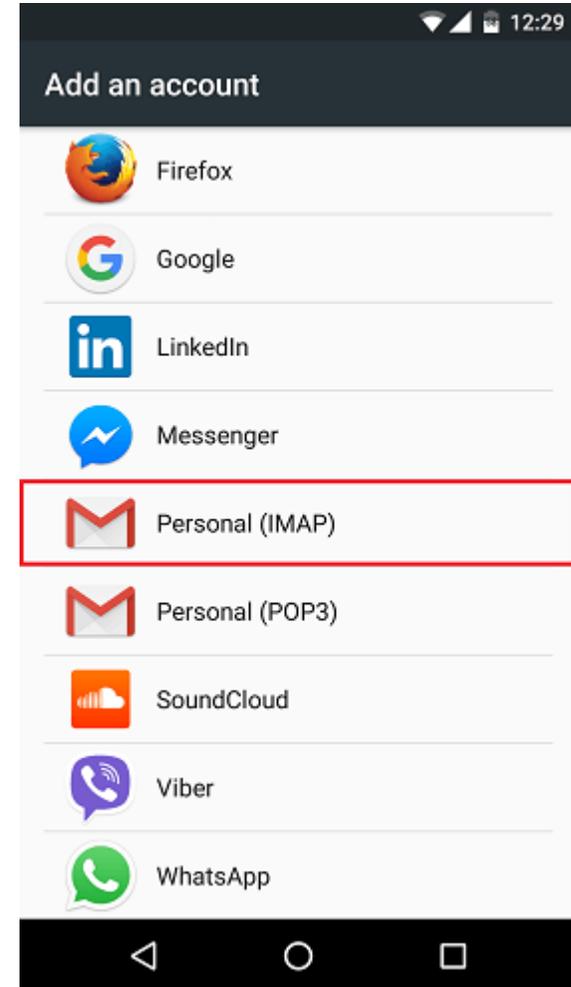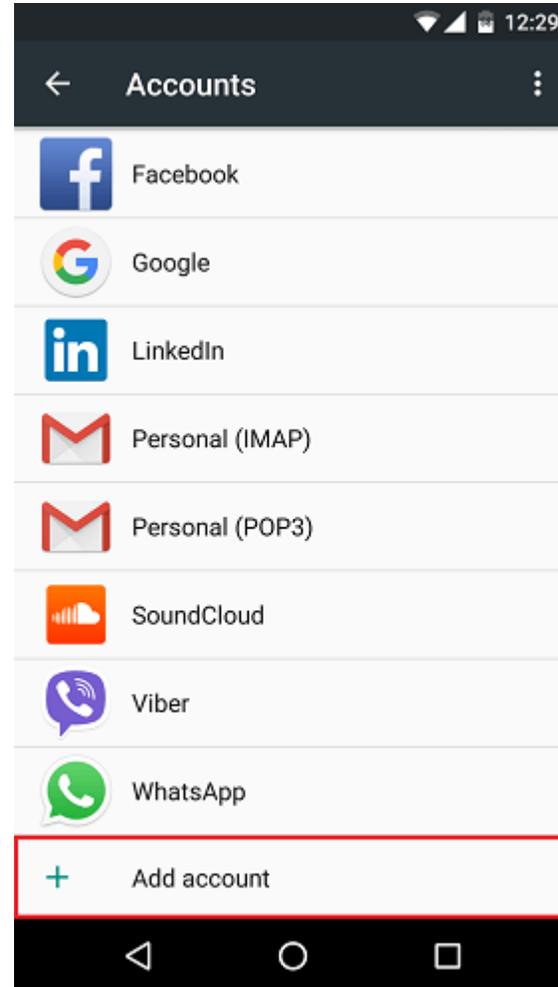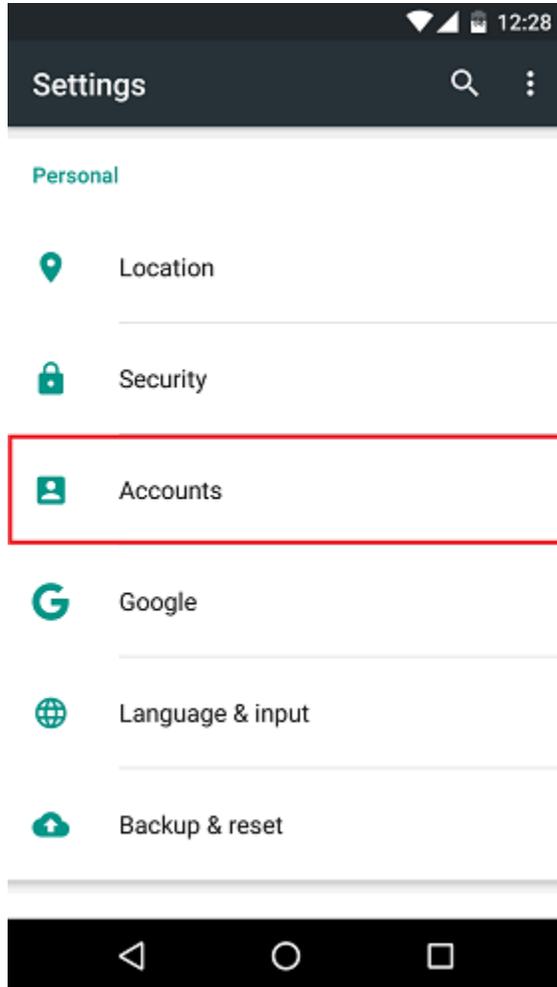
Step 4: On the **Add your email address** screen, enter your **email address** and tap **Next**

Step 5: On the next screen, enter your **password** and tap **Next**.

Step 6 On the **Incoming server settings** screen, enter mx3.mailme.com.hk as **Server**

inCONCEPT
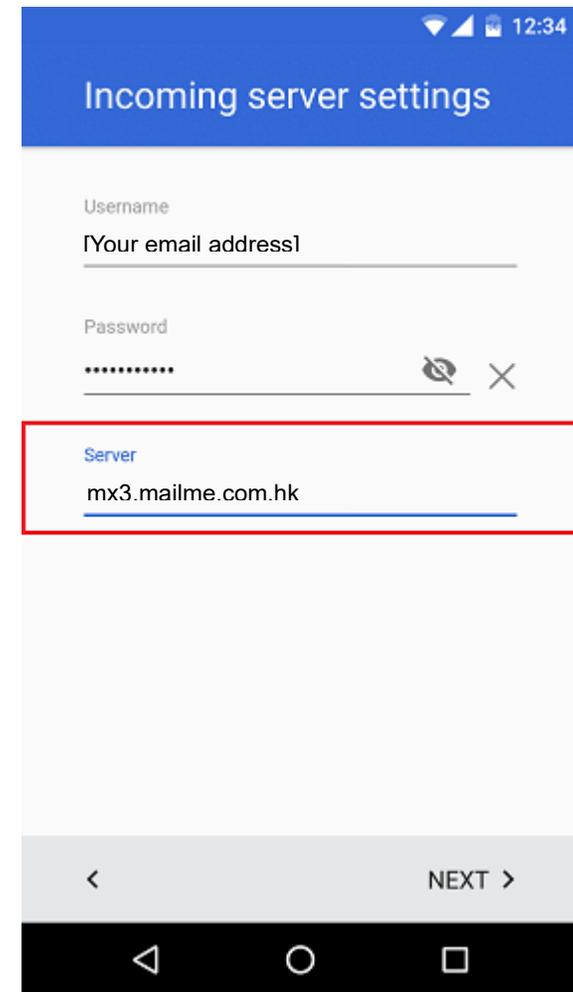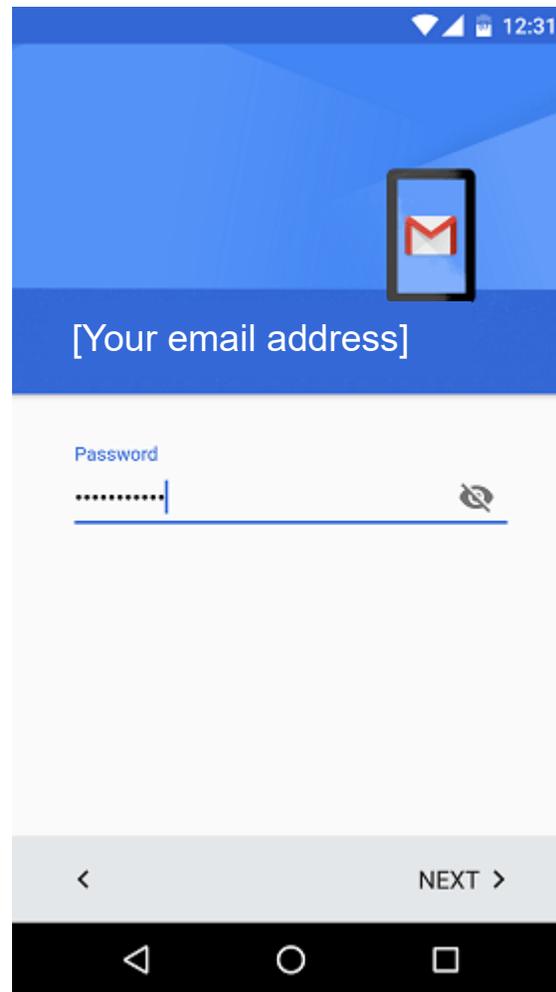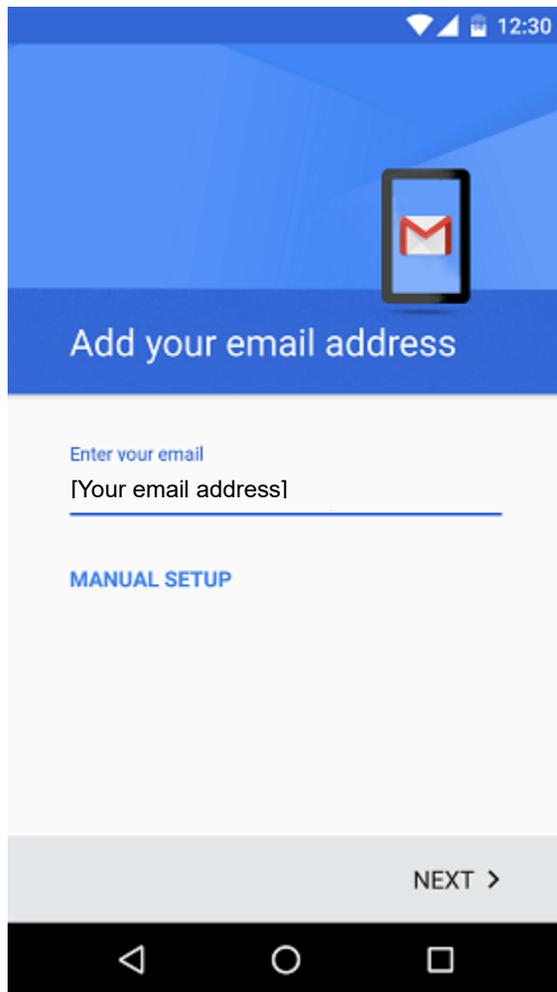
Step 7: The Gmail app will verify if your incoming server settings are correct
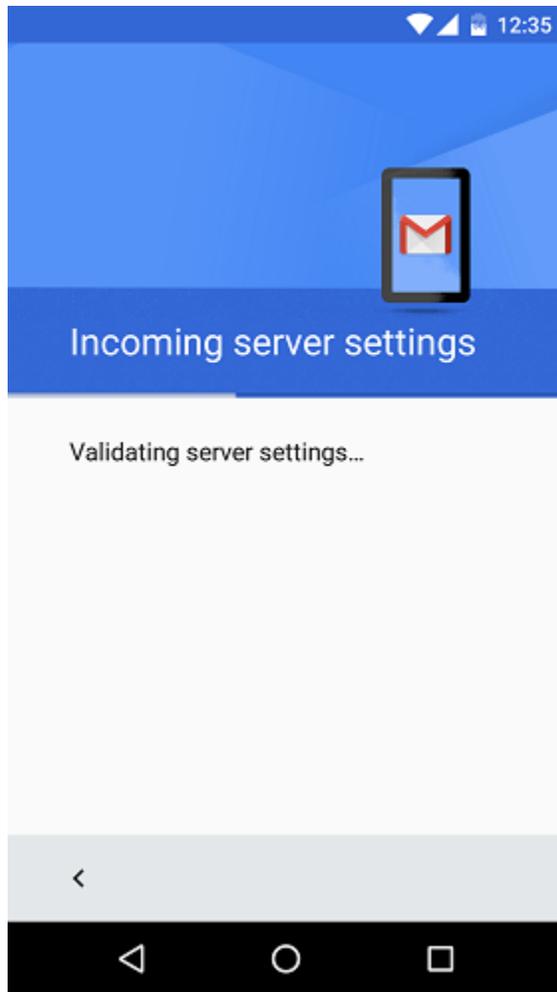
Step 8: On the **Outgoing server settings** screen, enable **Require signin**, and enter mx3.mailme.com.hk as **Server**
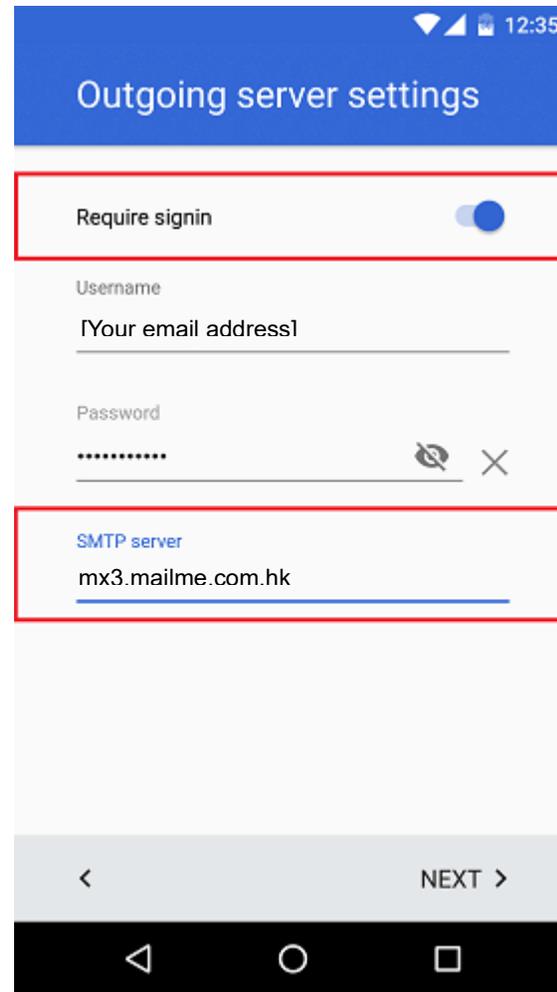
Step 9: The Gmail app will verify if your outgoing server settings are correct.
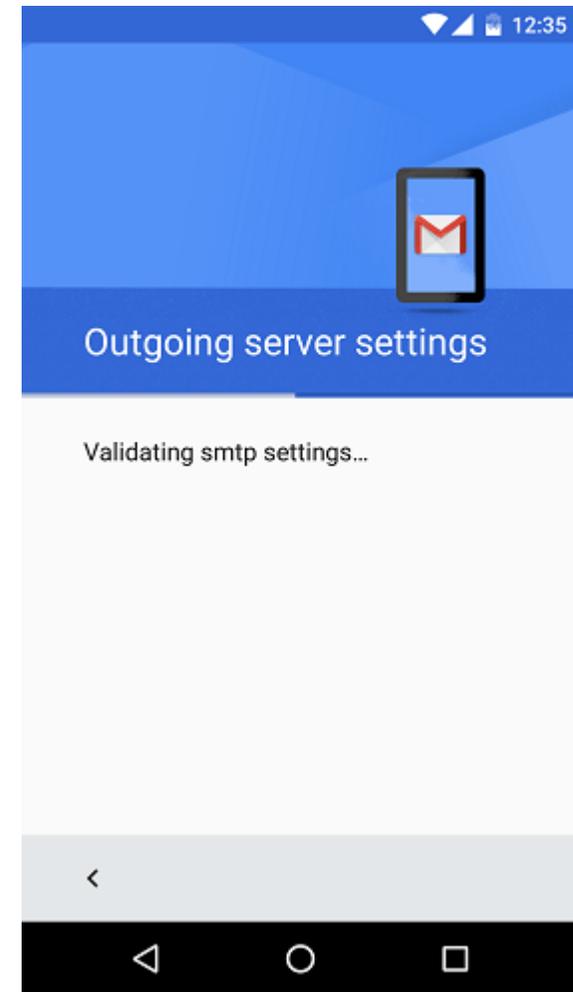
Step 10: On the next screen, you can set **Sync frequency** as how often it will try to fetch mail from server
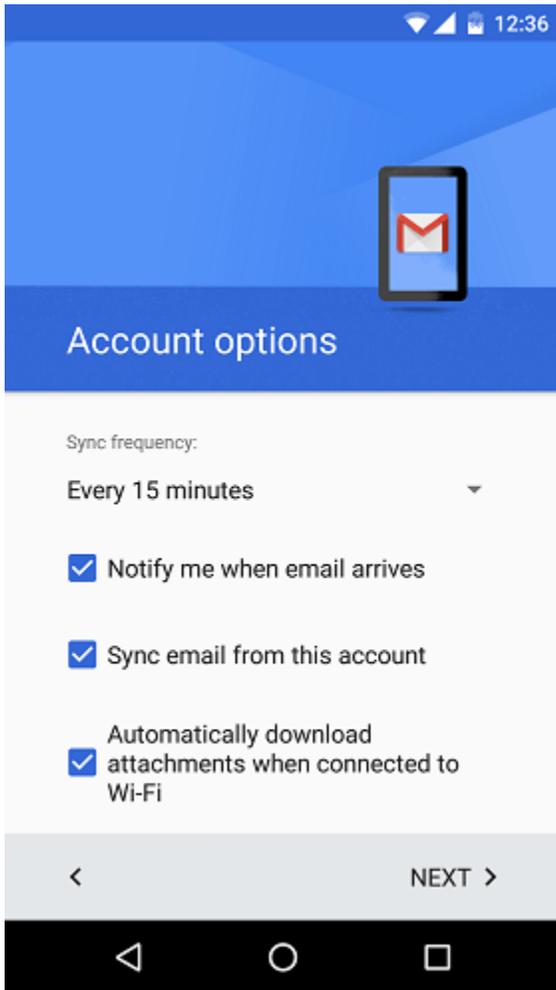
Step 11: Finally, enter **Account name** for the ease of identifying different account, **Your Name** that will displayed on sent message

Account options

Sync frequency:

Every 15 minutes ▾

☑ Notify me when email arrives

☑ Sync email from this account

☑ Automatically download attachments when connected to Wi-Fi

< NEXT >

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

Account name (optional)

「Your email address」

Your name

「Your Name」

Displayed on sent messages

NEXT >