

# Mail Client Setting User guide\_ 2022\_ Alumni

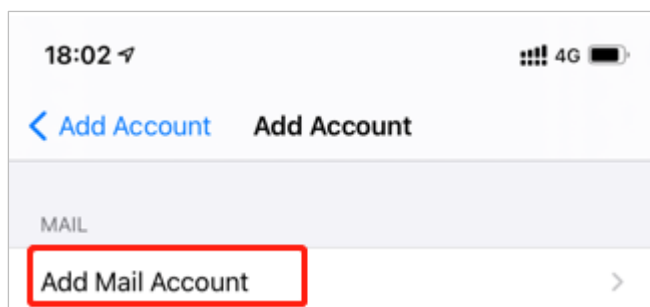
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## 1. Set-up email on iOS device

- a) Click on Mail app. Select Others.



- b) Add Mail Account



- c) Enter your UIC email account & password.

e.g. [demo@alumni.uic.edu.cn](mailto:demo@alumni.uic.edu.cn)

Cancel

New Account

Next

Name

demo

Email

demo@alumni.uic.edu.cn

Password

\*\*\*\*\*

Description

demo

Click [Next](#). Choose “IMAP” , Enter information as required, eg:

IMAP

POP

1

Name

demo

Email

demo@alumni.uic.edu.cn

Description

demo

2

INCOMING MAIL SERVER

Host Name

imap.exmail.qq.com

User Name

demo@alumni.uic.edu.cn

Password

\*\*\*\*\*

3

OUTGOING MAIL SERVER

Host Name

smtp.exmail.qq.com

User Name

demo@alumni.uic.edu.cn

Password

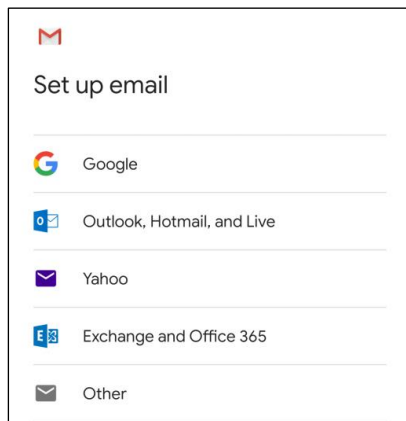
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Finish.

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## 2. Set-up email on Android device

- a) Click on Mail app. Select Others.



- b) If you entered your email, don't click NEXT, please select [Manual Setup](#)

Choose the protocol – [POP3](#) or [IMAP](#), better to choose IMAP to have better synchronization from multiple devices. Then enter your Account (Username) & password, and server setting: ([Enable SSL](#))



### 3. Appendix-01 What is the difference between POP and IMAP

- a) IMAP and POP are two different protocols. There are many differences between these two. The main difference is that **IMAP** (Internet Messaged Access Protocol) always **syncs** with mail server so that any changes you make in your mail client (Microsoft Outlook, mobile phone) will instantly appear on your webmail inbox.

On the other hand, in **POP** (Post Office Protocol), your mail client account and mail server are not synced. It means whatever changes you make to your email account in the mail client will not be transferred to the webmail inbox.

In simple terms, if you are using IMAP and mark a mail as read, it gets marked as read in your web based inbox too (because the changes are happening **on the server**). However, this won't be the case if you are using POP, because the mails are **downloaded** to your PC and the changes won't reflect on the server.

IMAP:

Host Name	Staff	SSL Port
Incoming Server	<a href="mailto:imap.exmail.qq.com">imap.exmail.qq.com</a>	Port:993
Outgoing Server Settings	<a href="mailto:smtp.exmail.qq.com">smtp.exmail.qq.com</a>	Port:465

POP:

Host Name	Staff	SSL Port
Incoming Server	<a href="mailto:pop.exmail.qq.com">pop.exmail.qq.com</a>	Port:995
Outgoing Server Settings	<a href="mailto:smtp.exmail.qq.com">smtp.exmail.qq.com</a>	Port:465

The End.