

# How to set up your email on a device

Need help setting up your Gardonville or Wisper Next email address on your phone or tablet? Here's some information that will help guide you through the setup process.

Your email program will need a few simple pieces of information including:

**1 POP or iMap** We typically recommend setting up with POP.

- POP deletes your incoming mail from our server and saves it to your computer.

- iMap leaves your incoming mail on our server until you delete it. If you aren't diligent in deleting your emails this can quickly fill up your allowed space on our server which puts you at risk for not receiving emails once your space threshold has been met.

**2 Username** Your username is your full email address (everything before and after the @ symbol.)

**3 Password** Your password is the one you establish with our customer care representative when your email address is initially created. If you've forgotten your password, please call our office at any of the numbers provided at the top of this setup guide.

**4 Incoming Mail Server** The incoming mail server setting is mail.\_\_\_\_\_.\_\_\_ depending upon what your email address is.

*Examples:* If your email address ends with @gctel.net, then your incoming mail server setting is mail.gctel.net

If your email address address ends with @wisper-wireless.com, then your incoming mail server setting is mail.wisper-wireless.com

**5 Outgoing Mail Server** Just the same as your incoming mail server setting, your outgoing mail server setting is mail.\_\_\_\_\_.\_\_\_ depending upon what your email address is.

*Examples:* If your email address ends with @gctel.net, then your outgoing mail server setting is mail.gctel.net

If your email address address ends with @wisper-wireless.com, then your outgoing mail server setting is mail.wisper-wireless.com

**6 Other Things to Keep in Mind**

- Check the box for "My outgoing server requires authentication"
- Do not use SSL
- Use incoming port 110
- Use outgoing port 587 or port 25

Congratulations, your email should now be set up! If you have any further questions, please call 320.834.5151 or email [support@gardonville.net](mailto:support@gardonville.net).