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# Adding your cPanel email to Windows 10 Mail App

Step 1: Click on the settings icon in the bottom left hand corner of the mail client.



#### Step 2: Click Manage accounts



## Step 3: Click + Add Account



Step 4: Click Advanced Setup

Add an account	×
Add an account to Mail, Calendar and People to access your email, calendar events and contacts. Exchange, Office 365	
Google	
Yahoo!	
iCloud	
Other account POP, IMAP	
Advanced setup	
Close	

### Step 5: Click Internet Email

Add an account	$\times$
Advanced setup Choose the kind of account you want to setup. If you aren't sure, check with your service provider.	
Exchange ActiveSync Includes Exchange and other accounts that use Exchange ActiveSync.	
Internet email POP or IMAP accounts that let you view your emails in a web browser.	
Cancel	

**Step 6:** Next you will be asked to fill out the following information with the correct information for your specific email address.

Email Address: youremail@yourdomainname.com

Username: youremail@yourdomainname.com

Password: your email account's password.

Account Name: youremail (taken from youremail@yourdomainname.com)

Send your messages using this name: Whatever name you would like to appear on emails.

Incoming email server: zeb.zebralovehost.com

Account Type: IMAP4

Outgoing email server: zeb.zebralovehost.com

Make sure Outgoing server requires authentication is ticked.

Make sure Use the same username and password for sending emails is ticked.

Make sure Require SSL for incoming emails & Require SSL for outgoing emails are ticked.

#### Step 7: Click Sign in



Now your account should be completely set up. If your emails aren't showing up straight away click the sync button at the top of your inbox to re-sync your mailbox to our server.



## **Helpful Links:**

You can use the free browser based mail client provided with your email account.

WebMail: zeb.zebralovehost.com:2096