

Add a Mail Basic Email Account to Your iPhone/iPad

For Mail Basic email accounts

Learn how to set up your Mail Basic email account on your iPhone or iPad.

For Mail Business email accounts, please reference [Add a Mail Business Email Account to Your iPhone/iPad](#).

General Setup

- Open **Settings**.



- Tap **Mail**.
- Tap **Accounts**.
Note: For older iOS versions, you will instead tap **Add Account** > **Other** > **Add Mail Account**. Then, skip to Step 6.
- Tap **Add Account**.
- Choose **Other**.
- Enter your account details and tap **Next**.

Cancel	New Account	Next
Name	John Smith	
Email	account@example.com	
Password	●●●●●●●●	
Description	account@example.com	

Field	Input
Name	The name others will see when receiving your mail.
Email	The complete email address of your IONOS email account.
Password	The password you entered when setting up the IONOS email address.
Description	Enter a description for your account here. This information is only used to better differentiate your account from one another.

Server Setup

- Receive your mail using the

Incoming Email Server Details

Field	Input
Hostname	imap.ionos.com (recommended) or pop.ionos.com
Username	The full email address of your IONOS email account
Password	The password you entered when setting up the IONOS email address

Although the **Outgoing Server Settings** are marked as **Optional** by default, you must enter the **Outgoing Server Settings** below to properly set up your email account.

If you do not add these settings, **you will not be able to send email.**

Outgoing Email Server Details

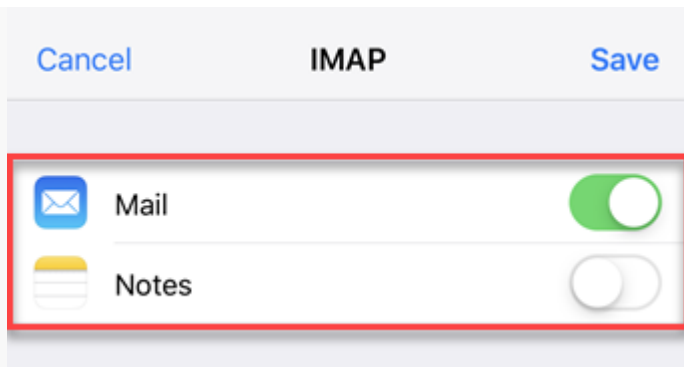
Field	Input
Hostname	smtp.ionos.com
Username	The full email address of your IONOS email account
Password	The password you entered when setting up the IONOS email address

Please Note:

- The email account is automatically set up **with SSL encryption**. The device performs the correct configuration in the background. You no longer have to set anything manually.
- The SSL settings can also be checked later. For more information, see [Enabling SSL encryption on your iPhone/iPod/iPad](#).

Synchronization Options

Select which data (mail, notes) you want to synchronize and confirm with **Save**.



Your email account is now set up. You can now check your mailbox and send emails on your iPhone.

This document is available online at the following address:

<https://www.ionos.com/help/email/using-11-ionos-email-accounts-on-apple-iphones-ipads/add-a-mail-basic-email-account-to-your-iphoneipad/>

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