



Zimbra for iPhone - POP3

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# **Configuration Guide**

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# Using this Configuration Guide

This Guide provides step-by-step instructions for configuring a Zimbra account on your iPhone with a POP3 connection. You will also be verifying the SSL and Port Settings to ensure that you have set up the account properly.

**NOTE:** POP3 is not the recommended account type for a mobile device, we recommend configuring via an IMAP connection.

A POP connection downloads messages off the server, and multiple connections are not synced. When you read or delete an email, this action might not be reflected across other devices.

For example, if all devices are set up to "leave a copy of messages on the server," multiple devices download and store the same data independently, so deleting a message on one device (e.g. iPhone) will not be reflected on other devices (e.g. computer).

An IMAP connection syncs email data between devices, because all data is kept on the Zimbra server. When you read or delete an email, information is synced across all devices where you access your email account.

# Configuring a Zimbra Account on iPhone with POP3

1. Under Settings, tap **Mail, Contacts, Calendars**.



2. Tap **Add Account**.



3. On the Add Account screen, tap **Other**.
4. On the following screen, tap **Add Mail Account**.
5. Under New Account, complete the following information:
  - **Name:** The name displayed on all messages that you send.
  - **Address:** Your full Zimbra email address.
  - **Password:** Enter your Zimbra mailbox password.

**NOTE:** You may need to reset your password via webmail before you can enter you can access your Zimbra account on your iPhone. Contact your Zimbra administrator for more information.

- **Description:** This field will auto-populate.



6. Tap **Next**.
7. On the New Account Screen, tap **POP3**.



8. Under Incoming Mail Server, complete the following information:
  - **Host Name:** Enter **mail3.globalrelay.com**.
  - **User Name:** Enter your full Zimbra email address.
  - **Password:** Enter your Zimbra mailbox password.



9. On the Advanced screen, set up the following information:

- **Use SSL:** Turn **ON**.
- **Authentication:** Select **Password**.
- **Delete from server:** Select **Never**.
- **Server Port:** Enter **995**.



10. Tap **Next**.

11. On the Account screen, ensure the Account is turned **ON**.



12. Tap **Done**.

## Verifying SSL and Port Settings

1. Under Mail, Contacts, Calendars, tap the account you just added.



2. Under Outgoing Mail Server, tap **SMTP mail3.globalrelay.com**.



3. Under Primary Server, tap **mail3.globalrelay.com**.





4. By default, the server should be set to ON. If it is not, tap the slider to turn it **ON**.
5. Ensure Use SSL is turned **ON** and Server Port is set to **465**.



6. Tap **Done** and then tap **Account** to return to the account screen.
7. Tap **Advanced**.
8. Ensure that SSL is turned **ON** and Server Port is set to **995**.
9. You can also modify how often the iPhone will delete messages from the server by tapping **Remove** under Deleted Messages.
10. Tap **Account** to return to the previous screen and then tap **Done**.  
Your Global Relay Zimbra account is now configured via a POP3 connection on your iPhone.
11. If you encountered any issues, contact your local IT support or Global Relay Support for more information.

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