



Zimbra for iPhone - IMAP

Configuration Guide

August 2014

Contents

Using this Configuration Guide.....	3
Configuring a Zimbra Account on iPhone with IMAP	4
Legal Information.....	9

Using this Configuration Guide

This guide provides step-by-step instructions for configuring a Zimbra account on your iPhone with an IMAP connection.

NOTE: We recommend you configure your account with an IMAP connection.

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 IMAP

1. Under Settings, select **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:** Displayed on all messages that you send
- **Address:** Enter 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.

The screenshot shows the 'New Account' screen with the following details:

- Name:** GR iPhone
- Address:** iphone@zimbra.globalrela...
- Password:** Masked with 7 dots
- Description:** zimbra.globalrelay.net

A numeric keypad is displayed below the input fields.

6. Tap **Next**.
7. On the New Account Screen, ensure **IMAP** is selected.

The screenshot shows the 'New Account' screen with the following details:

- Protocol Selection:** IMAP (selected) and POP
- Name:** GR iPhone
- Address:** iphone@zimbra.globalrela...
- Description:** zimbra.globalrelay.net
- Incoming Mail Server:**
 - Host Name:** mail.example.com
 - User Name:** Required
 - Password:** Masked with 7 dots

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.

A screenshot of an iPhone screen showing the 'New Account' setup page for an Incoming Mail Server. The title bar at the top has 'Cancel' on the left, 'New Account' in the center, and 'Next' on the right. Below the title bar, the section is labeled 'Incoming Mail Server'. There are three input fields: 'Host Name' with the text 'mail3.globalrelay.com', 'User Name' with the text 'iphone@zimbra.globalreia...', and 'Password' with seven dots. Below the input fields is a full QWERTY keyboard with a space bar and a return key.

9. On the Outgoing Mail Server Page, complete the following information:

- **Host Name:** Enter **mail3.globalrelay.com**.
- **User Name:** Enter your full Zimbra email address
- **Password:** Enter your Zimbra mailbox password

NOTE: The User Name and Password fields will be marked as optional, but you must enter your User Name and Password.

A screenshot of an iPhone screen showing the 'New Account' setup page for an Outgoing Mail Server. The title bar at the top has 'Cancel' on the left, 'New Account' in the center, and 'Next' on the right. Below the title bar, the section is labeled 'Outgoing Mail Server'. There are three input fields: 'Host Name' with the text 'mail3.globalrelay.com', 'User Name' with the text 'one@zimbra.globalrelay.net', and 'Password' with seven dots. Below the input fields is a full QWERTY keyboard with a space bar and a return key.

10. Tap **Next**.

11. On the IMAP screen, ensure Mail is **ON** and then tap **Save**.



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

13. Under IMAP, tap the account.



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



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



16. By default, the server should be set to ON. If it is not, tap the slider to turn it **ON**.

17. Ensure Use SSL is **On** and the Server Port is set to **465**, and then tap **Done**.



18. Tap **Account** to return to the previous screen and then tap **Done**.

Your Global Relay Zimbra account is now configured via an IMAP connection on your iPhone.

19. If you encountered any issues, contact your local IT support or Global Relay Support for further assistance.

Legal Information

Global Relay, by publishing this document, does not guarantee that any information contained herein is and will remain accurate or that use of the information will ensure correct and faultless operation of the relevant service or equipment. Global Relay, its agents and employees, shall not be held liable to or through any user for any loss or damage whatsoever resulting from reliance on the information contained herein.

This document contains information proprietary to Global Relay and may not be reproduced, disclosed, or used in whole or part without the express written permission of Global Relay.

Any Software, including but not limited to, the code, screen, page, structure, sequence, and organization thereof, and Documentation are protected by national copyright laws and international treaty provisions. This User Guide is subject to U.S. and other national export regulations.

Nothing in this document is intended, nor does it, alter the legal obligations, responsibilities or relationship between yourself and Global Relay as set out in the contract existing between us.

Global Relay will not be liable for any compliance or technical information provided herein.