



## How to access your new BigFanMail email address on Galaxy S Phone

You can use your Samsung Galaxy phone to check your BigFanMail email. The steps below were taken on a Samsung Galaxy S Blaze device from T-Mobile. Your particular phone may be different, but the steps should be somewhat similar.

Step 1: Click on your Mail icon on the front screen of the phone. If you cannot locate the Mail icon on your screen, touch the Applications icon in the lower right corner and then you should be able to find it.

Step 2: If you have yet to set up an email account on your phone, you will be taken to a screen with two fields. Enter your email address in the top field and the password in the lower field. After you have entered the correct information, touch the Manual Settings button at the bottom of the screen.

Step 3: You will be taken to a screen that gives you three option buttons: POP3 Account, IMAP Account, or Microsoft Exchange ActiveSync. In most cases with a mobile device, you will choose IMAP as it will be able to synchronize to other devices that check the email too (i.e.: a laptop, a desktop, or another mobile device). Our Host DOES NOT support Microsoft Exchange.

Step 4: After choosing IMAP or POP3, you will see a page that asks for several fields of information.

- Username: Here you will put in your full email address again, this is very important to use the full email address.
- Password: In the Password field, enter the password you created for your BigFanMail address
- If you are asked for an IMAP Path Prefix, leave that blank
- For IMAP or POP3 server, enter YOURDOMAIN.BigFanMailHost.com where "YOURDOMAIN" is the extension on your BigFanMail address (without .com).
  - Example: If your new email address is [John.Doe@BigWildcatFan.com](mailto:John.Doe@BigWildcatFan.com), you would enter **BigWildcatFan.BigFanMailHost.com** as your IMAP/POP3 Server
  - Example: If your new email address is [Jane@BigTideFan.com](mailto:Jane@BigTideFan.com), you would enter **BigTideFan.BigFanMailHost.com** as your IMAP/POP3 Server
- If you selected IMAP above, your port is 993. If you selected POP3, your port is 995
- For Security Type, Select "SSL (Accept All Certificates)"
- If you selected POP3, select "When I delete from Inbox" so when you delete an email from your phone, it also deletes it off the server

Step 5: Once you have entered your settings, touch the Next button found at the bottom of the screen. Your phone will now check the incoming settings with the server to ensure they are correct and that it can connect. Once it has been confirmed, you will be taken to the next screen.



Step 6: This screen is your Outgoing Server Settings screen and will be the same whether you use POP3 or IMAP in the previous step. There are a few fields on this page which are important for sending mail through our servers.

- In the SMTP server field, enter YOURDOMAIN.BigFanMailHost.com where “YOURDOMAIN” is the extension on your BigFanMail address (without .com).
  - Example: If your new email address is [John.Doe@BigWildcatFan.com](mailto:John.Doe@BigWildcatFan.com), you would enter **BigWildcatFan.BigFanMailHost.com** as your POP Server
  - Example: If your new email address is [Jane@BigTideFan.com](mailto:Jane@BigTideFan.com), you would enter **BigTideFan.BigFanMailHost.com** as your POP Server
- For Port, enter 465
- For Security Type, Select “SSL (Accept All Certificates)”
- Check the Box for Require Sign-in for SMTP authentication. Unchecking this box can cause connection errors.
- Username: Here you will put in your full email address again, this is very important to use the full email address.
- Password: In the Password field, enter the password you created for your BigFanMail address

Once you have set the Outgoing settings, click on the Next button to continue.

Step 7: This screen is the Account Options screen. This asks for a couple of last minute details about the frequency of checking emails and whether you want a notification when new email arrives. As always, click the Next button when finished.

Step 8: The last screen is the Set Up Email screen. Here you will give the mail account a name. This name is just an identifier used on your phone. You will also be asked for the name you want to display on outgoing emails. Once you have completed this task, click on the Done button and you are all set to send and receive email using your Samsung Galaxy phone!

If you have any issues, please email us at [support@BigFanMail.com](mailto:support@BigFanMail.com).