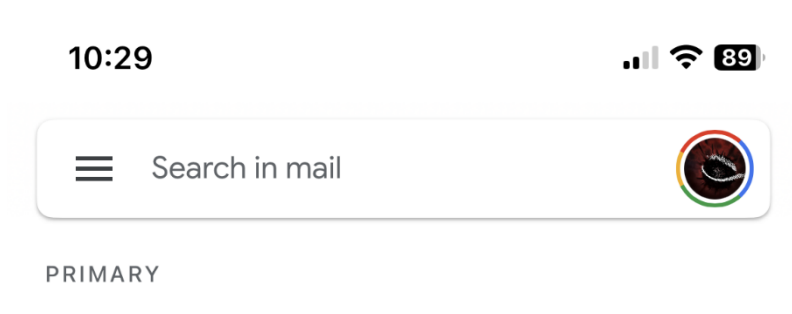




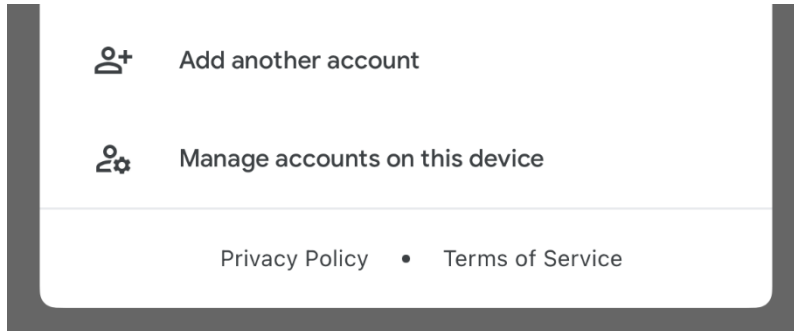
To change your mail server settings on the Gmail Mail App you need to delete and re-add your account.

### Instructions to Delete and re-add Account

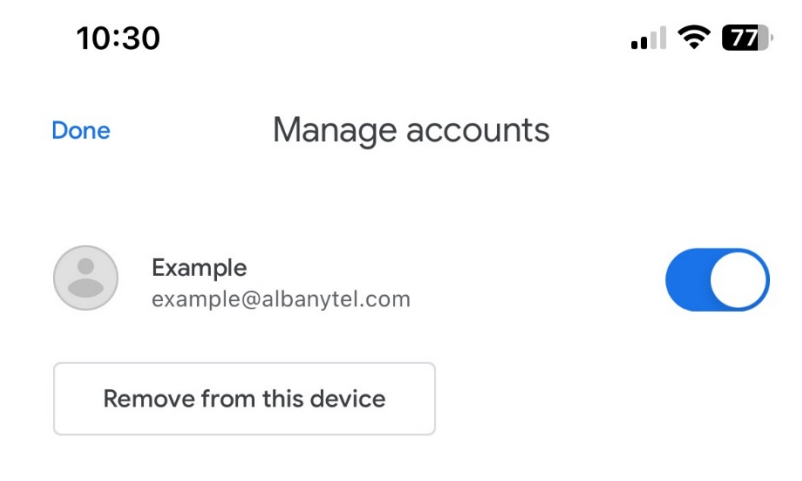
1. Open your Gmail App.
2. Tap circle icon in the top right.



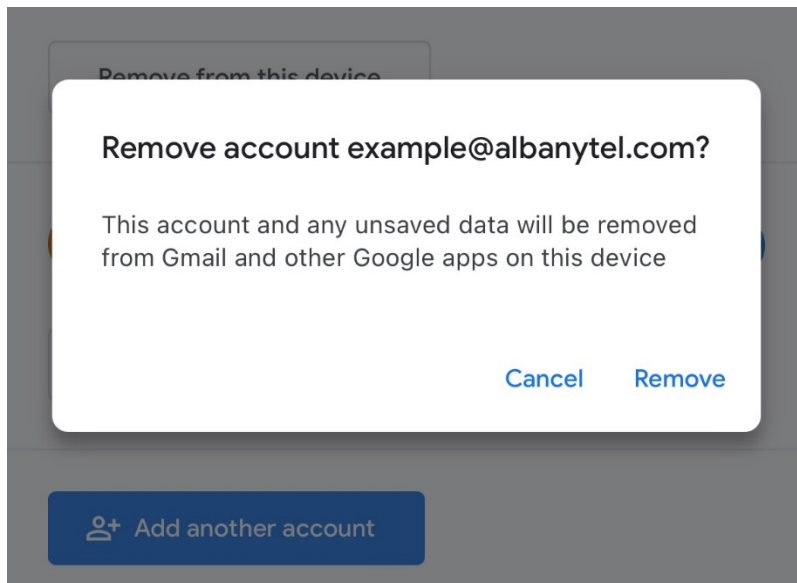
3. Tap "Manage accounts on this device".



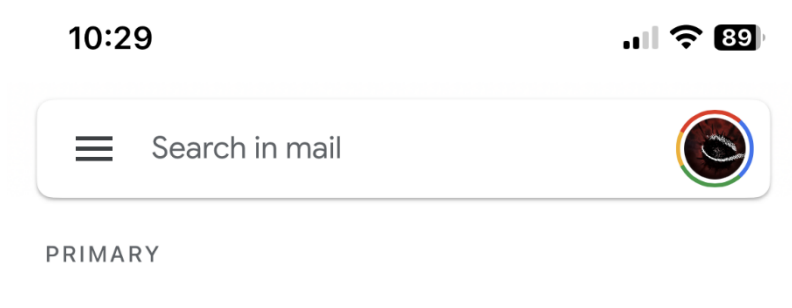
4. Tap "Remove from this device" on your albanytel.com email.



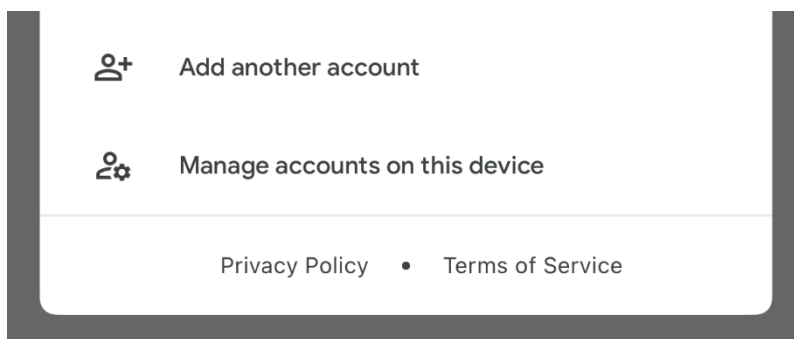
5. Tap "Remove"



6. Tap circle icon in the top right.



7. Tap "Add another account".



8. Tap "Other (IMAP)". On the bottom.

10:29



Add account



Set up email



Google



iCloud



Outlook, Hotmail, and Live



Office365



Yahoo




Other (IMAP)

9. Fill in your email address. Then tap "Next".

10:30 📶 📶 89

⏪ Add account Next



Add your email address

Other (IMAP)

---

Email address


example@albanytel.com

---

6. Fill in your password. If the other fields did not autofill fill in those too. Then tap "Next".

9:53 📶 📶 89

← Add account Next



Incoming server settings

Username  
example@albanytel.com

---

Password

---

IMAP server  
mail.albanytel.com




---


Port  
993


---

Security type  
SSL/TLS ▼

7. Fill in your password again. If the other fields did not autofill fill in those too. Then tap “Next”.

9:56    89

 Add account [Next](#)



Outgoing server settings

Username  
example@albanytel.com

---

Password


---

SMTP server  
mail.albanytel.com

---

Port  
465

---

Security type  
SSL/TLS 

8. Fill in your Name here. Then tap "Next". Your email account is now setup.

10:31



Add account

Next



Your account is set up and email is on its way!

Your name

Example

---

Displayed on sent messages