**OSX: Outlook 2011 (IMAP)**

This article will assist you with setting up Outlook 2011, using IMAP, for your Hosted Mailbox.

1. Launch Outlook, if it's not already open.
2. From the upper menu, select "**Outlook**" -> "**Preferences**".



1. In the next prompt, select "**Accounts**".



1. Within the Accounts dialog, select "**Other Email**".



1. The pop up dialog will require the following:
	1. "**Email Address**": Your email address
	2. "**Password**": Enter your mailbox password.
	3. "**User name**": Your email address
	4. "**Type**": IMAP
	5. "**Incoming Server**": secure.emailsrvr.com
	6. "**Override default port**": Checked
	7. "**Use SSL to connect (recommended)**": Checked
	8. "**Incoming Server Port**": 993
	9. "**Outgoing Server**": secure.emailsrvr.com
	10. "**Override default port**": Checked
	11. "**Use SSL to connect (recommended)**": Checked
	12. "**Outgoing Server Port**": 465



1. Select "**Add Account**".
2. Within the Accounts dialog. Select "**More Options...**" under the "Outgoing server" section.



1. Within the dialog, ensure the following:
	1. "**Authentication**": Use Incoming Server Info
	2. "**Unqualified Domain**": Leave Blank



1. Click "**OK**".
2. Close the Accounts window.
3. Click "**Send/Receive**". Your email should begin syncing with the server.