# Set Up Mailguru Mail - Android Phone/Tablet

Note that these instructions and screens may vary slightly due to manufacturer modifications to the phone. To configure your Android phone or tablet for Smarter Mail Email:

1. On your Android device, select the "Menu" button on the bottom on the phone, and then select **Settings**.
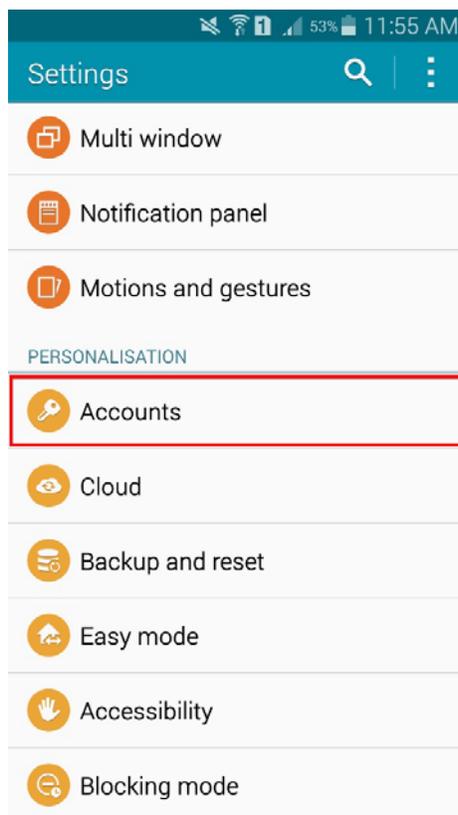
2. Select **+ Add Account, Accounts,** or **Accounts & Sync** (varies depending on device):
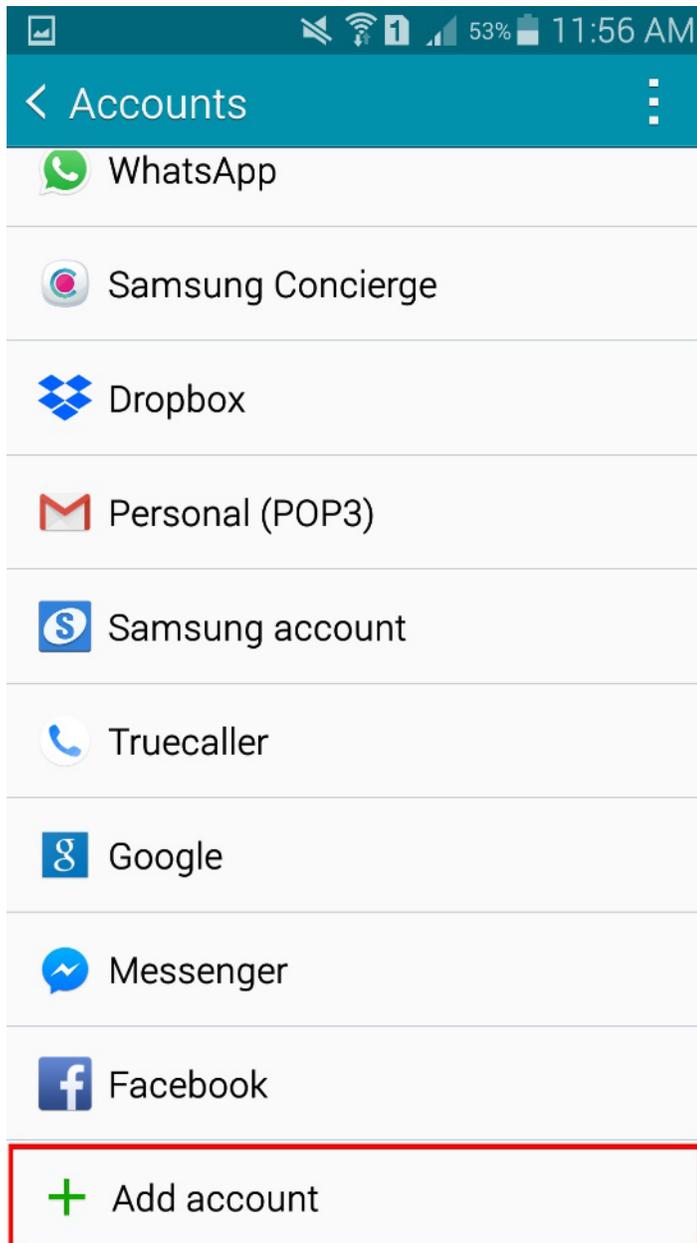
3. Select **Email** as the account type:
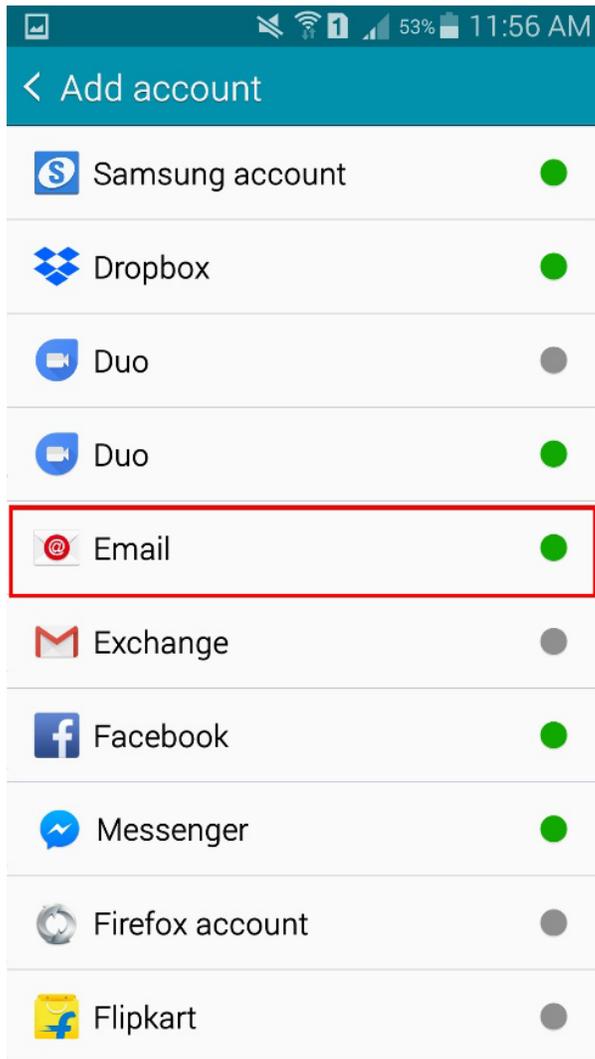
4. Enter your **email address** and **password**:

5. Select **IMAP** as the account type:
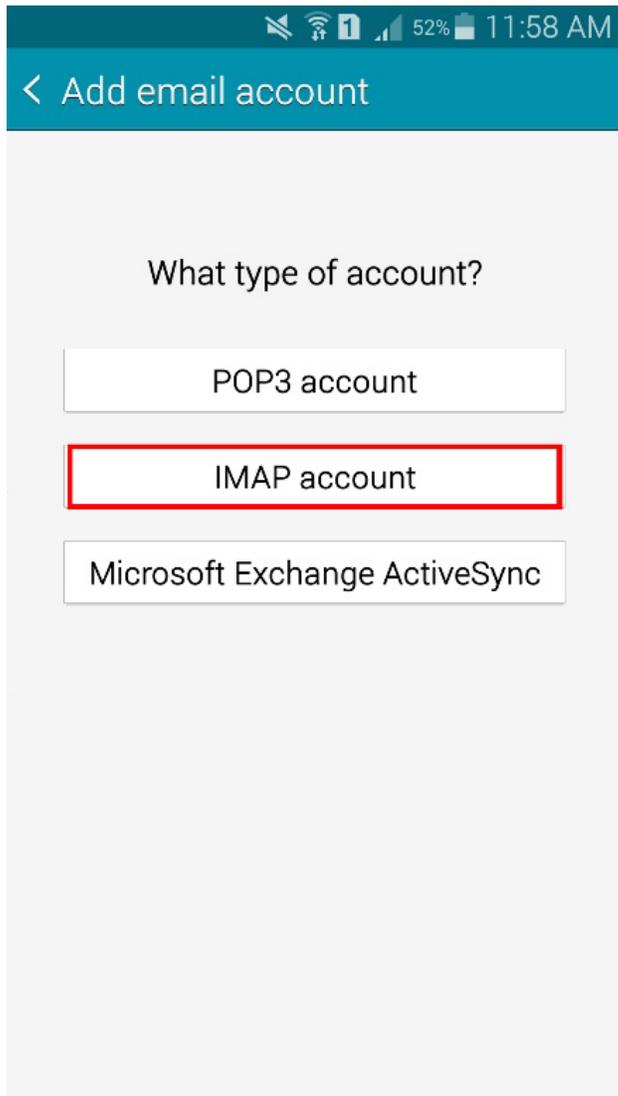
6. Enter the following information:

   Username: ***your complete email address***

   Password: ***your email password*** IMAP Server: <mark>**mailguru.cloud**</mark> Port: **993**

   Security: **SSL (Accept all certificates)**

   Click Next when complete.

7. Enter the following information:

SMTP Server: **mailguru.cloud**

Port: **465**

Security Type: **SSL (Accept all certificates)**

Require Sign-In: **checked**

Username: *your complete email address*

Password: *your email password*

Click **Next** when complete.

8. **Optional:** Enter your desired check intervals. Recommended range is 15-30 minutes (note that setting more frequent checks may affect your phone's battery life). You can also choose to make this account the default sending account and set the notification option. Click **Next** when complete.

9. Enter a name for your account (Example- Office Email) and Your Name (this displays when sending and replying). Select **Done** when complete.

10. Your inbox will now synchronize your email with the mail server. This may take several minutes depending on your Internet connection speed and the amount of email in your mailbox.

11. Email setup is now **complete.**