

# Configuring the OS X Mail Application

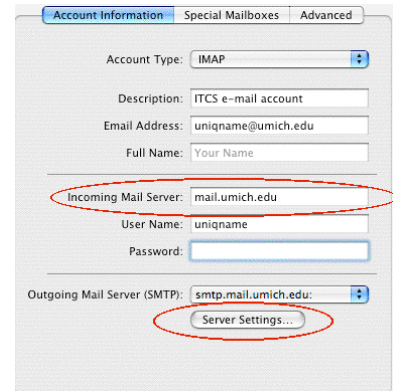
The intended audience for this document is department system administrators (DSA's) and end-users.  
<http://www.itd.umich.edu/itcsdocs/s4321/apple.html>

1. Launch the mail client (even if you already created an account that does not work, you can always delete that one later by selecting it and clicking the REMOVE button)

2. Under MAIL menu, select PREFERENCES

3. Click ADD ACCOUNT button (do not type the quotes below)

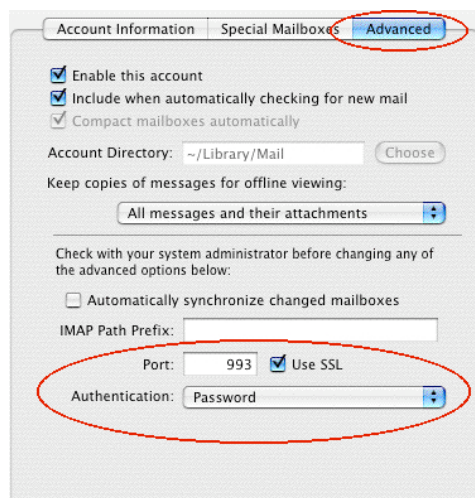
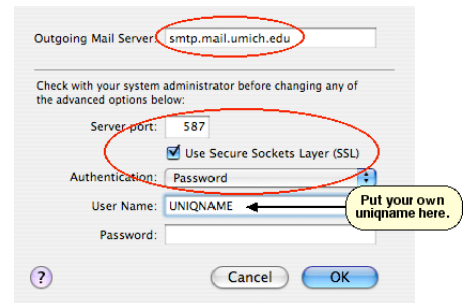
- Account type is IMAP
- Description field is "ITCS"
- Email address field is "your\_uniqname@umich.edu"
- Full name field is "Your Name"
- Incoming Mail Server field is "mail.umich.edu"
- User Name field is your unickname
- Password field should be left blank



4. Othe Outgoing Mail Server window by clicking on the scroll pop-up arrows to the right of the server name

5. Click on ADD SERVER

- Outgoing Mail Server field is "smtp.mail.umich.edu"
- Click the box "Use Secure Sockets Layer (SSL)"
- Type 587 for the SERVER PORT
- From the Authentication pop-up menu, select PASSWORD
- In the User Name, box, enter your unickname



6. Click OK

7. Click on the ADVANCED tab

8. Make sure AUTHENTICATION is set to PASSWORD

9. Check the USE SSL checkbox (the port will change to 993 automatically)

10. Click OK