

HGC SUPERHUB HOSTED EXCHANGE EMAIL

IMAP SETUP GUIDE FOR IPHONE

MICROSOFT HOSTED COMMUNICATION SERVICE V1

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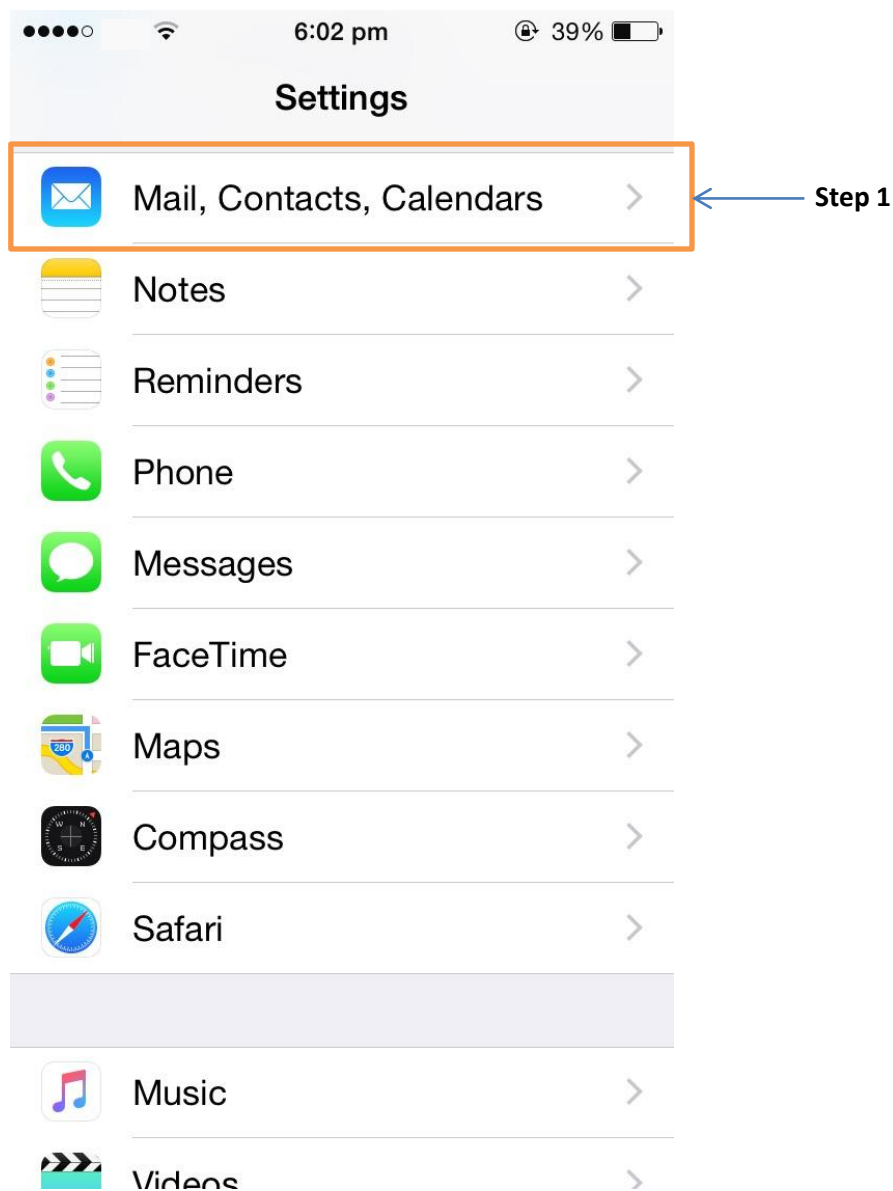
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The guide is to describe how to set up IMAP mail account in iPhone.

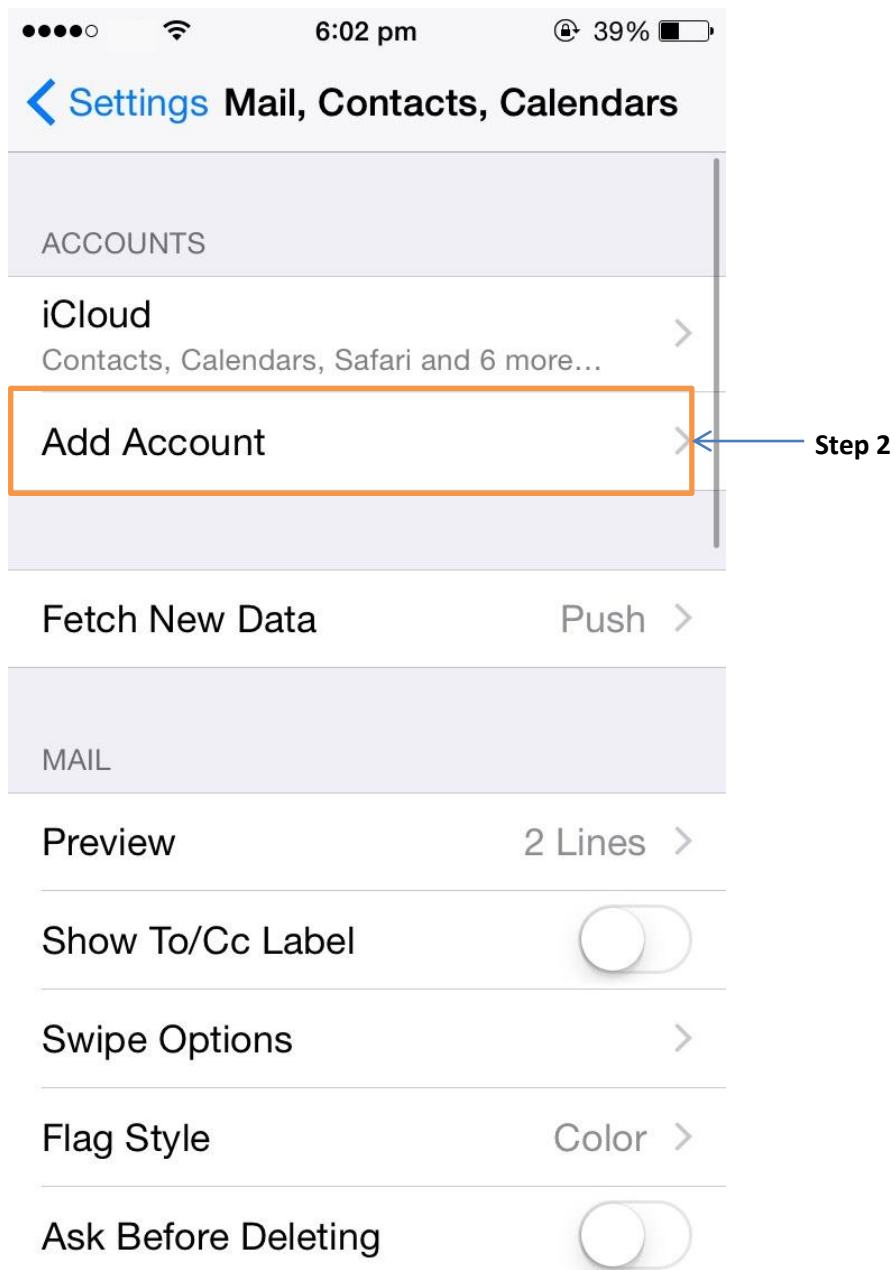
However, various iPhone OS versions may have different screen prompts and the layouts below are for your reference only. The general step should still hold.

1. Get Start To Add Email Account In iPhone

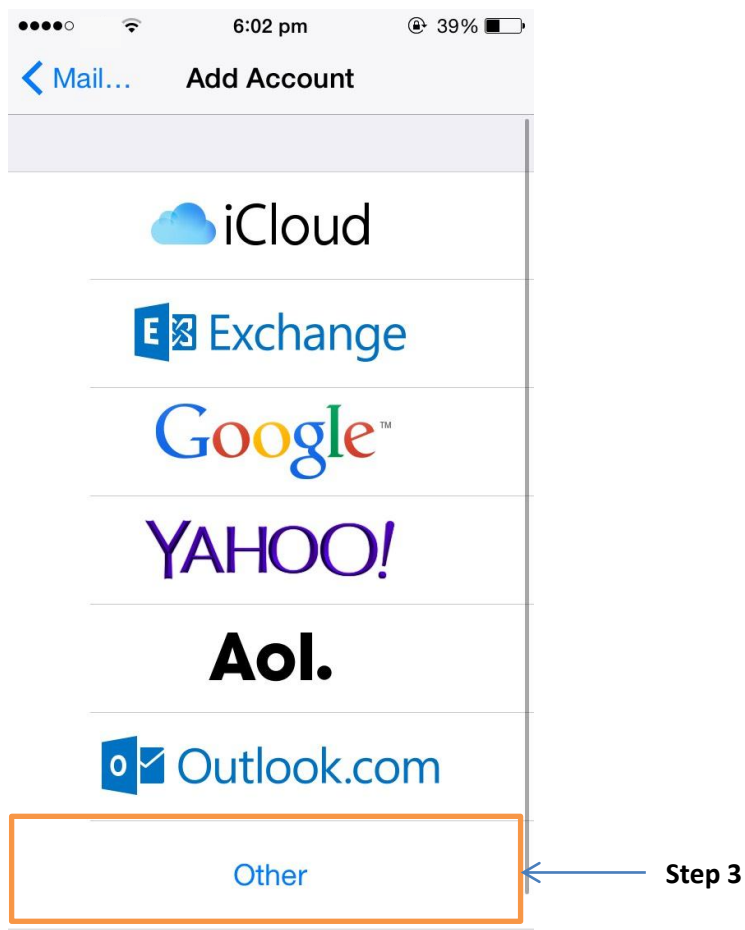
Step 1: Go to settings, and select **Mail, Contacts, Calendars**



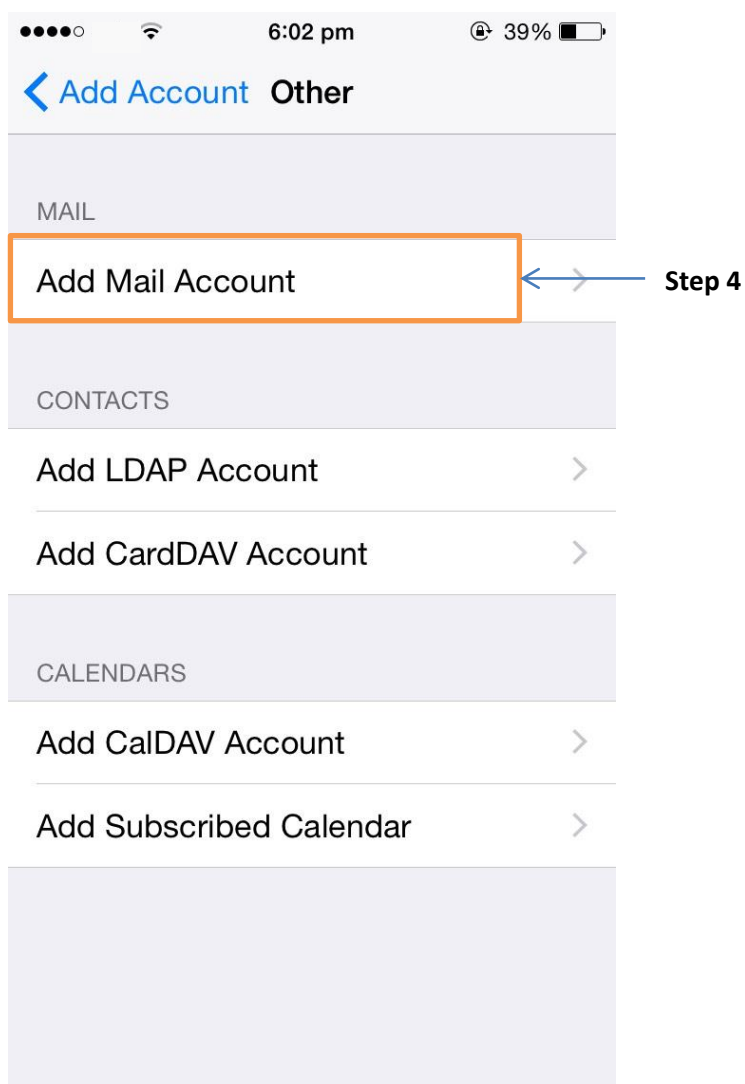
Step 2: Select **Add Account**



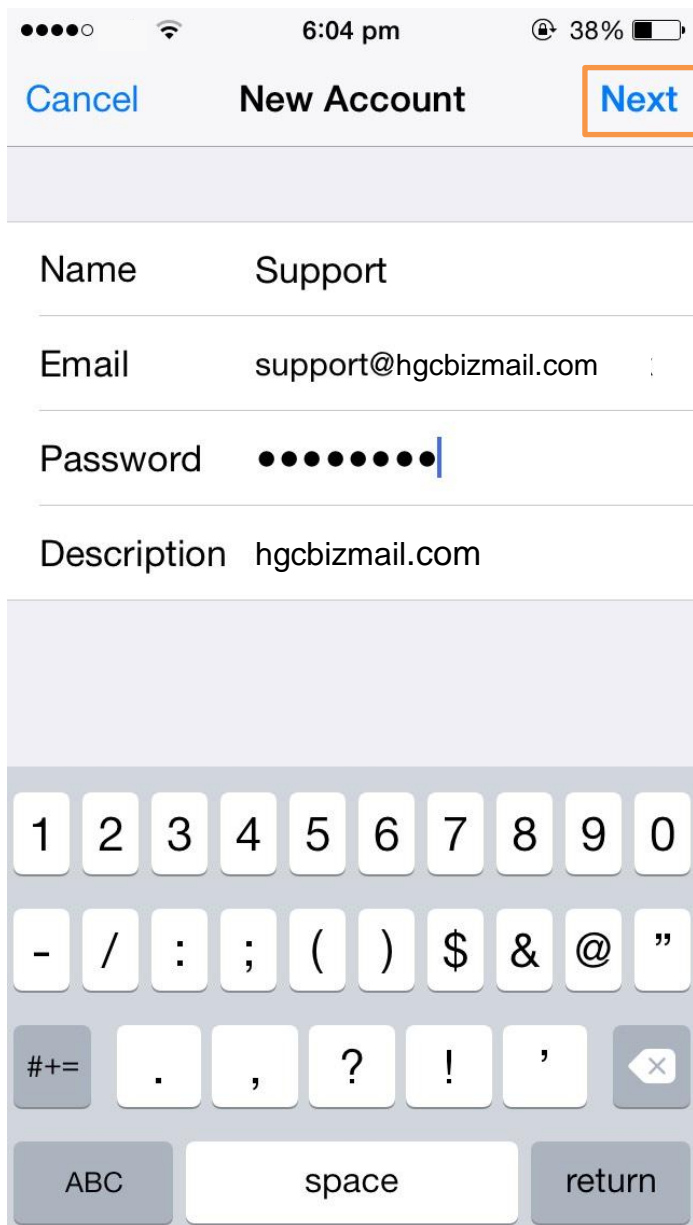
Step 3: Select **Other**



Step 4: Select **Add Mail Account**



Step 5: Enter your **Name**, email address in **Email** and **Password**. Give a **Description** for this email account.
Click **Next**



6:04 pm 38%

Cancel New Account Next

Name Support

Email support@hgcbizmail.com

Password ●●●●●●●●

Description hgcbizmail.com

1 2 3 4 5 6 7 8 9 0

- / : ; () \$ & @ "

#+= . , ? ! ' < x

ABC space return

Step 6: Select **IMAP**, and then enter following setting, and then click **Next**

Name: It should be pre-set in previous step. If not, please enter your name.

Email: It should be pre-set in previous step. If not, please enter your email address.

Description: It should be pre-set in previous step. If not, please enter a description.

Incoming mail server

Host Name: *imap.hgcbizmail.com (for exchange 2010) /
2013imap.hgcbizmail.com (for exchange 2013)*

User Name: *your email address*

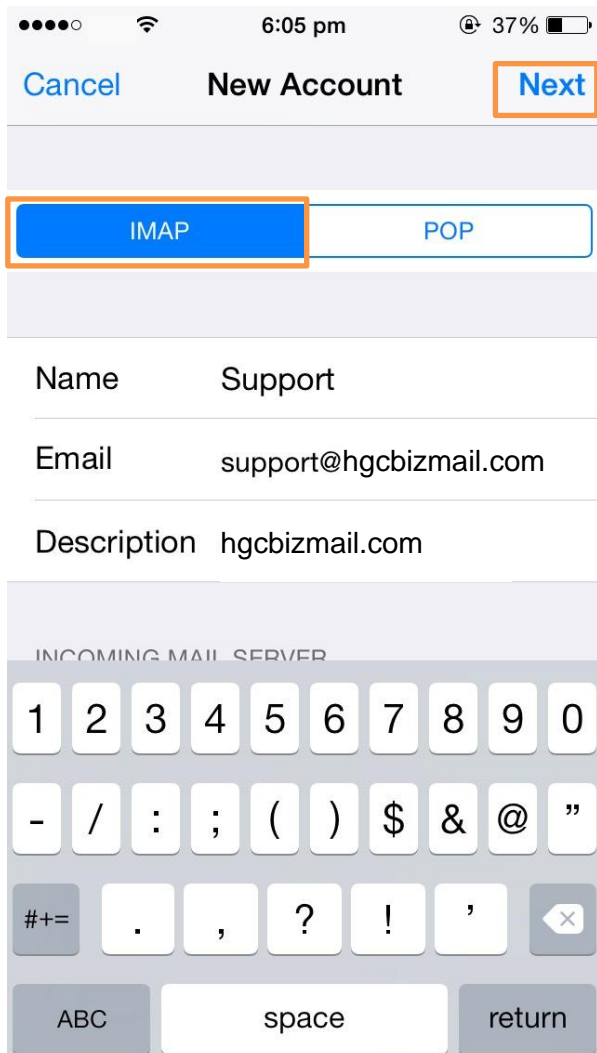
Password: *your password*

Outgoing mail server

Host Name: *smtp.hgcbizmail.com (for exchange 2010) /
2013smtp.hgcbizmail.com (for exchange 2013)*

User Name: *your email address*

Password: *your password*



Cancel New Account Next

IMAP POP

Name Support

Email support@hgcbizmail.com

Description hgcbizmail.com

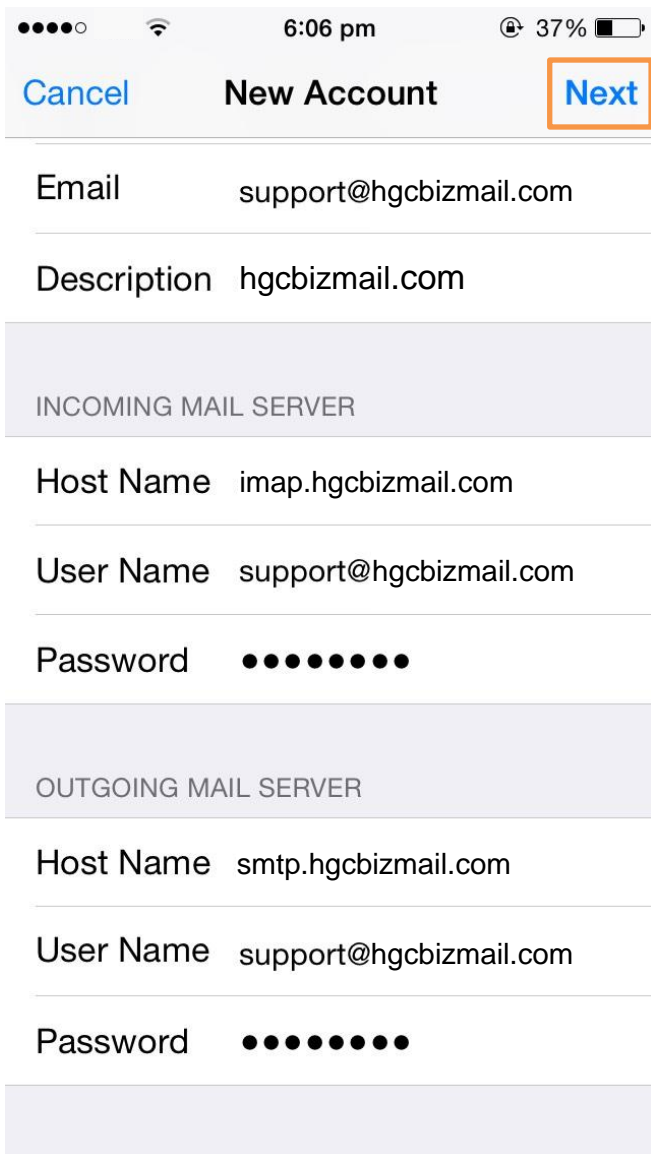
INCOMING MAIL SERVER

1 2 3 4 5 6 7 8 9 0

- / : ; () \$ & @ "

#+= . , ? ! ' < x

ABC space return



6:06 pm 37%

Cancel New Account **Next**

Email support@hgcbizmail.com

Description hgcbizmail.com

INCOMING MAIL SERVER

Host Name imap.hgcbizmail.com

User Name support@hgcbizmail.com

Password ●●●●●●●●

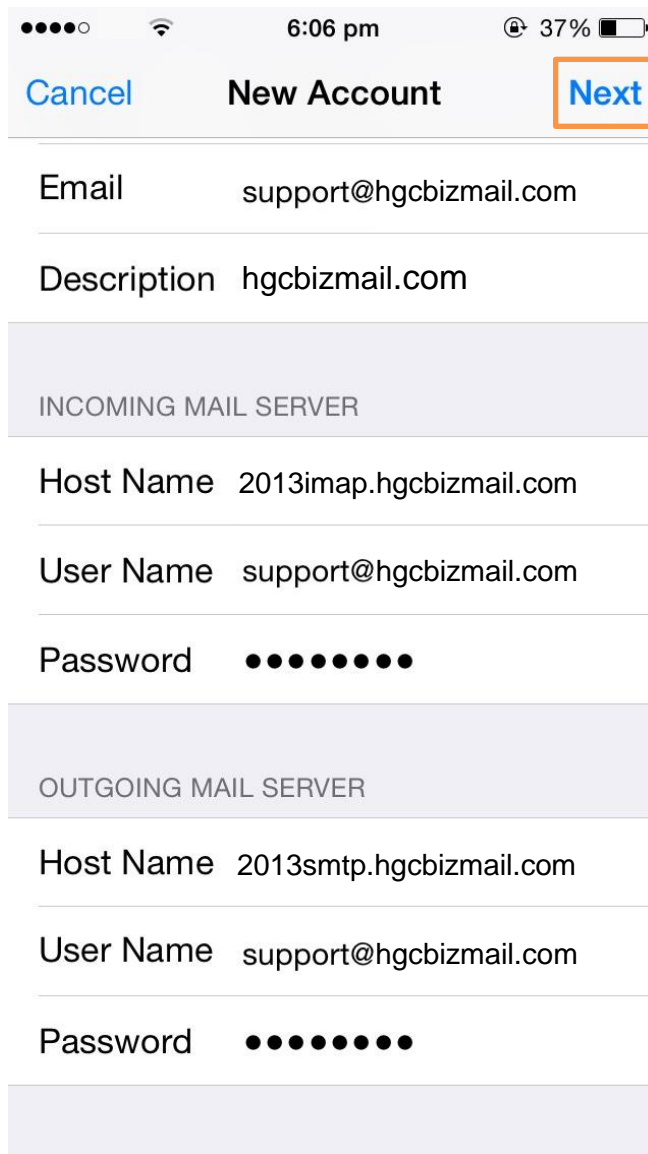
OUTGOING MAIL SERVER

Host Name smtp.hgcbizmail.com

User Name support@hgcbizmail.com

Password ●●●●●●●●

Figure 1



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Cancel New Account **Next**

Email support@hgcbizmail.com

Description hgcbizmail.com

INCOMING MAIL SERVER

Host Name 2013imap.hgcbizmail.com

User Name support@hgcbizmail.com

Password ●●●●●●●●

OUTGOING MAIL SERVER

Host Name 2013smtp.hgcbizmail.com

User Name support@hgcbizmail.com

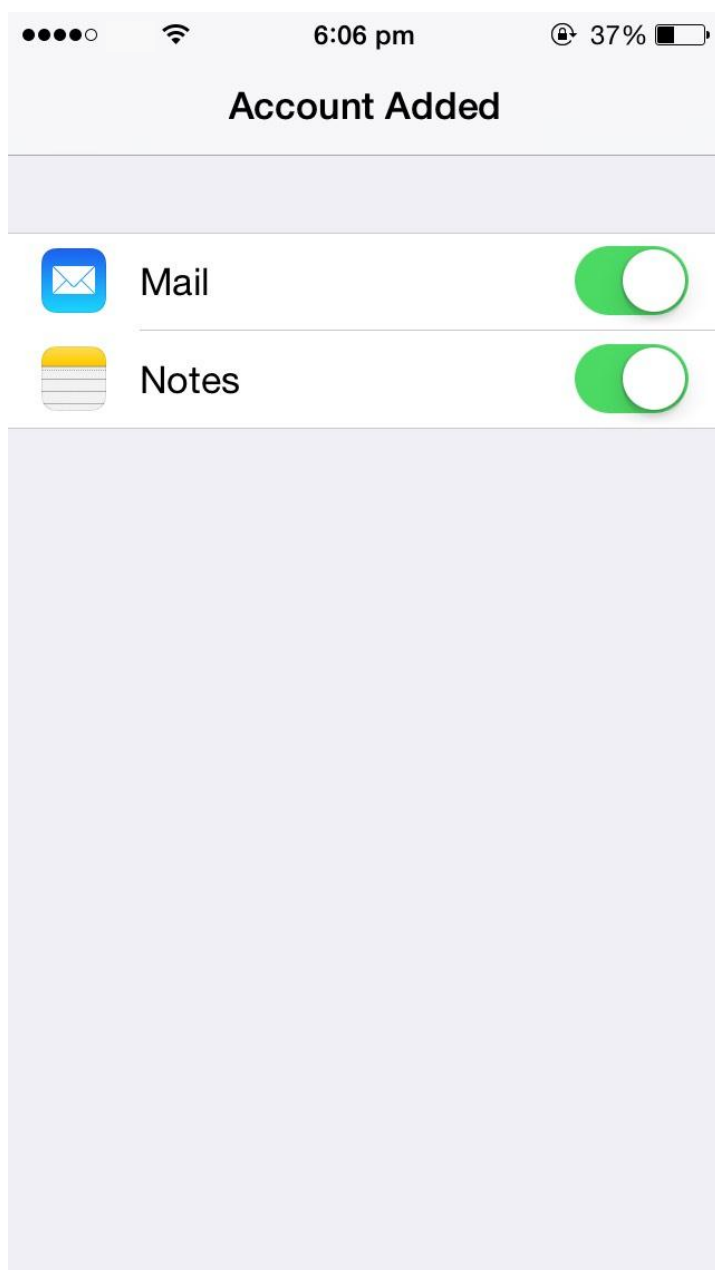
Password ●●●●●●●●

Figure 2

Figure 1 is the example of exchange 2010 mail account setting.

Figure 2 is the example of exchange 2013 mail account setting.

Step 7: It shall prompt account added.



2. Get Help and Support

We are glad to assist you with any enquiry or issue on the setup and use of service. Please contact our Support team via phone at 3160 3160.