



Lawyers-Mail **iPhone Set Up Guide**

Introduction to Lawyers-Mail.com

Welcome to Lawyers-Mail.com Webmail. Lawyers-Mail.com is part of our initiative to support our customers with best-in-class marketing solutions and we are excited to deliver this service to our customers.

On the new Lawyers-Mail.com platform you can expect features such as:

- A new and improved, easy-to-use webmail interface
- Lots of storage – 5 GB per account
- Industry-standard POP, IMAP, and webmail access
- Improved Mobile/smart device compatibility
- Mobile synchronization for your calendar and address book

Connecting your domain name to Lawyers-Mail.com

To get started on using your new Lawyers-Mail.com account, you need to have your username and password handy, and set up your domain name so that it is connected to lawyers-mail.com.

If you do not have your username and/or password, please contact Customer Support at 1-800-526-4902. We are open Monday-Friday 8:30am – 7:00pm EST.

To connect your domain name to Lawyers-Mail.com, you must add the following MX records to your domain name at your domain name's registrar site. **This is an important step, as not doing so will prevent email from entering or leaving your mailbox.**

Host	Type	Address	Priority
@	MX	lawyers-mail.com	Priority 0
mail	CNAME	mail.lawyers-mail.com	N/A

For more information or assistance in connecting your domain name to Lawyers-Mail.com, please visit your domain name's registrar website or contact your domain registrar's support for assistance.

Lawyers-Mail - Getting Started

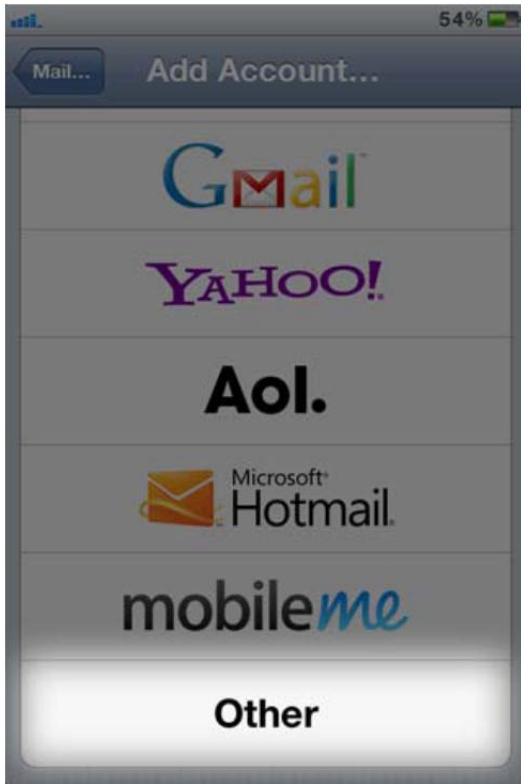


1. Go to **Settings**. Then click **Mail, Contacts, Calendars**



2. Click **Add Account...**

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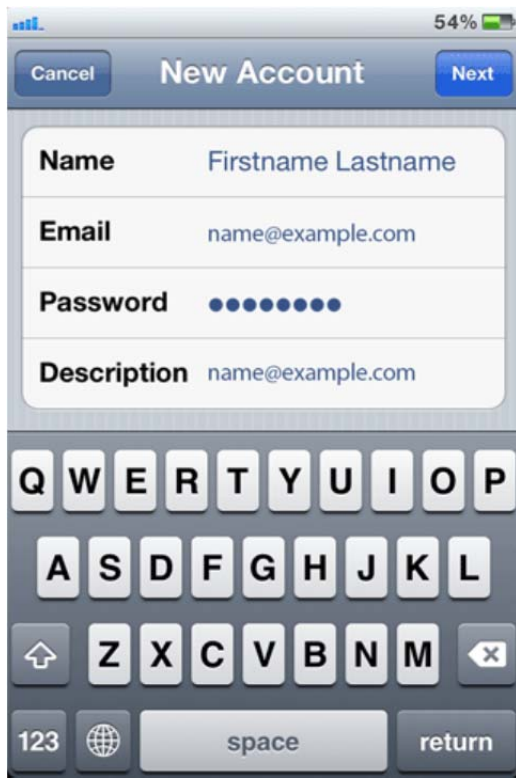


3. Choose **Other**



4. Choose **Add Mail Account**

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The screenshot shows the 'New Account' screen in an email client. At the top, there are 'Cancel' and 'Next' buttons. Below them are four input fields: 'Name' with the placeholder 'Firstname Lastname', 'Email' with 'name@example.com', 'Password' with a masked password of seven dots, and 'Description' with 'name@example.com'. A standard QWERTY keyboard is visible at the bottom of the screen.

5. Fill in your account information:

- a) Name
- b) Email (full email address)
- c) Password
- d) Description(Optional)



The screenshot shows the 'New Account' screen with the 'Incoming Mail Server' section expanded. At the top, there are 'Cancel' and 'Next' buttons. Below them are two radio buttons: 'IMAP' (selected) and 'POP'. Below the radio buttons are four input fields: 'Name' with 'Firstname Lastname', 'Email' with 'name@example.com', 'Description' with 'name@example.com', and 'Password' with a masked password of seven dots. Below these fields is the 'Incoming Mail Server' section with three input fields: 'Host Name' with 'imap.one.com', 'User Name' with 'name@example.com', and 'Password' with a masked password of seven dots. The bottom of the screen shows the start of the 'Outgoing Mail Server' section.

6. Choose **IMAP**

7. Fill in your account information:

- a. Name:
- b. Email: *(use the full email address including the domain name)*
- c. Description *(optional)*
- d. Host Name:
lawyers-mail.com
- e. User Name:
<insert your email address here>

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Cancel New Account Next

INCOMING MAIL SERVER

Host Name lawyers-mail.com

User Name testaccount@lmhmailings.com

Password [redacted]

OUTGOING MAIL SERVER

Host Name smtp.example.com

User Name Optional

q w e r t y u i o p

a s d f g h j k l

z x c v b n m

123 space return

8. Fill in the Outgoing Mail Server settings:
 - a. Host Name:
lawyers-mail.com
 - b. UserName:
<youremailaddress>
 - c. Password:
<yourpassword>

Cancel New Account Next

OUTGOING MAIL SERVER

Host Name lawyers-mail.com

User Name testaccount@lmhmailings.com

Password [redacted]

q w e r t y u i o p

a s d f g h j k l

z x c v b n m

123 space return

9. Choose **Next**.

Lawyers-Mail - Getting Started



10. Choose **Save**

Resetting your password

If you are locked out of your account, or have forgotten your password, you can reset the password to any account attached to your domain using the **Admin** account. If you do not have access to your Admin account, please reach out to your local administrator and/or owner of the account for password assistance.

The admin account has additional menu options that give you administrative control over your domain's email accounts.

For Admins or Primary Account Owner:

If you are locked out of your Admin account, or forgot your password, you may contact us at Customer Support for account assistance. To call customer support, you may reach us during our normal business hours on Monday-Friday, 8:30am-7:00pm EST at 1-800-526-4902.

Using 3rd-party mail applications (Outlook, Apple Mail, etc.)

For more information on 3rd party app support for programs such as Outlook, Apple Mail, or smartphone apps, visit our online support center at

<http://lawlinks.com/support/lawyers-mail-setup-and-support/>

Contacting Customer Support

To contact customer support, you may reach us during our normal business hours on Monday-Friday, 8:30am-7:00pm EST at 1-800-526-4902.