

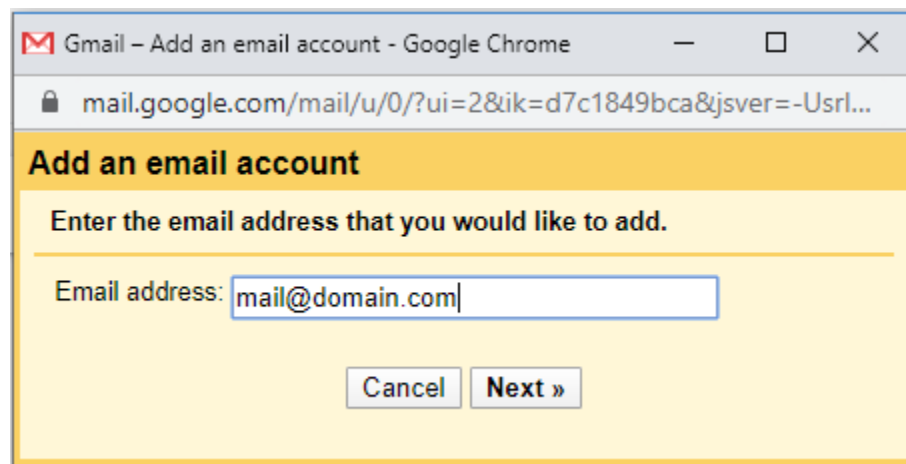
How to add HostBrook email account at online GMAIL client.

Important: You need to start with "Check email from" first!

Note: replace mail@domain.com with your email address

Go to: Gmail -> Settings -> Accounts and Import -> Check email from other accounts -> Add an email account

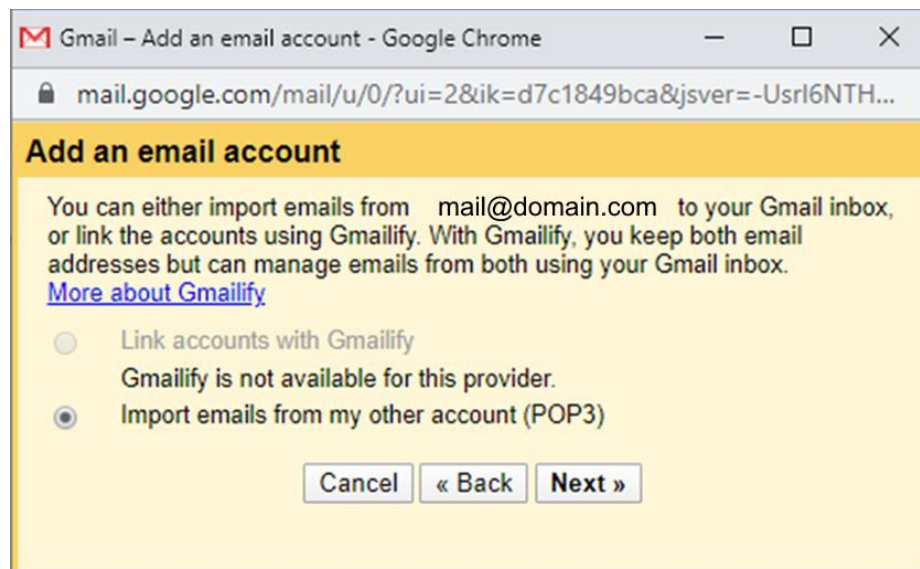
Step 1.



The screenshot shows a web browser window titled "Gmail - Add an email account - Google Chrome". The address bar shows "mail.google.com/mail/u/0/?ui=2&ik=d7c1849bca&jsver=-Usrl...". The main content area has a yellow header "Add an email account" and a sub-header "Enter the email address that you would like to add." Below this is a text input field labeled "Email address:" containing "mail@domain.com". At the bottom are two buttons: "Cancel" and "Next »".

Click "Next >>"

Step 2.

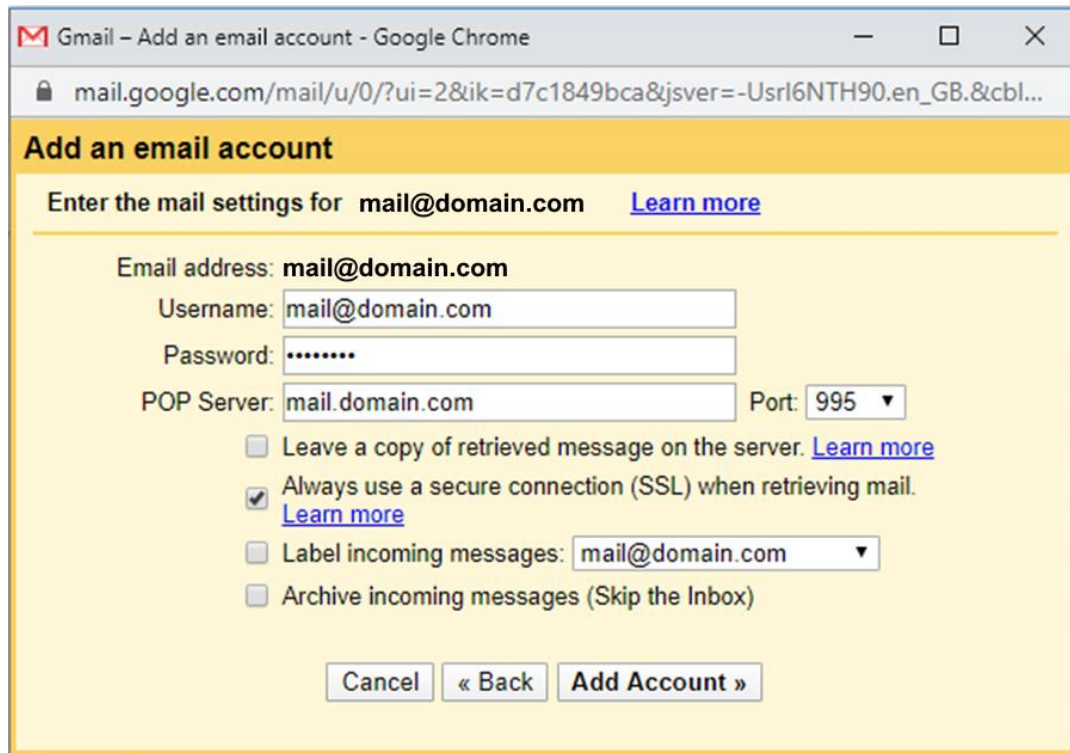


The screenshot shows the same browser window, but the form content has changed. The yellow header "Add an email account" is still present. Below it, the text reads: "You can either import emails from mail@domain.com to your Gmail inbox, or link the accounts using Gmailify. With Gmailify, you keep both email addresses but can manage emails from both using your Gmail inbox." There is a blue link "More about Gmailify". Below this are two radio button options: "Link accounts with Gmailify" (which is unselected) and "Import emails from my other account (POP3)" (which is selected). Below the options are three buttons: "Cancel", "« Back", and "Next »".

Click "Next >>"

Step 3.

- Use temporary password I have sent you.
- Carefully copy POP server and username (check there no spaces before and after!)
- Use Port **995** and **SSL** checkbox



Gmail – Add an email account - Google Chrome

mail.google.com/mail/u/0/?ui=2&ik=d7c1849bca&jsver=-Usrl6NTH90.en_GB.&cbl...

Add an email account

Enter the mail settings for mail@domain.com [Learn more](#)

Email address: mail@domain.com

Username: mail@domain.com

Password:

POP Server: mail.domain.com Port: 995 ▼

Leave a copy of retrieved message on the server. [Learn more](#)

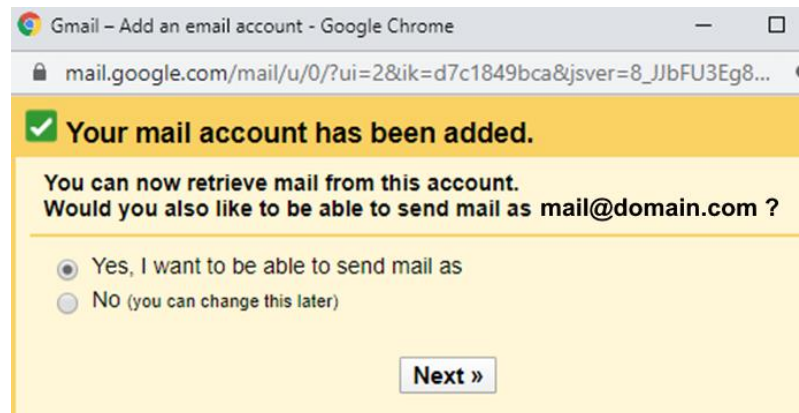
Always use a secure connection (SSL) when retrieving mail. [Learn more](#)

Label incoming messages: mail@domain.com ▼

Archive incoming messages (Skip the Inbox)

Click “Add Account >>”

Step 4.



Gmail – Add an email account - Google Chrome

mail.google.com/mail/u/0/?ui=2&ik=d7c1849bca&jsver=8_JJbFU3Eg8...

Your mail account has been added.

You can now retrieve mail from this account.
Would you also like to be able to send mail as mail@domain.com ?

Yes, I want to be able to send mail as

NO (you can change this later)

Click “Next >>”

Step 5.

Gmail - Add another email address that you own - ...

mail.google.com/mail/u/0/?ui=2&ik=d7c1849bca&jsver=-Usr...

Add another email address that you own

Enter information about your other email address.
(your name and email address will be shown on mail that you send)

Name:

Email address: **mail@domain.com**

Treat as an alias. [Learn more](#)

[Specify a different "reply-to" address](#) (optional)

Click "Next step >>"

Step 6.

- Use temporary password I have sent you.
- Carefully copy SMTP server (check there no spaces before and after!)
- Use Port **465** and **SSL** checkbox

Gmail - Add another email address that you own - Google Chrome

mail.google.com/mail/u/0/?ui=2&ik=d7c1849bca&jsver=-Usrl6NTH90.en_...

Add another email address that you own

Send emails through your SMTP server

Configure your emails to be sent through minimaxgroup.ca SMTP servers [Learn more](#)

SMTP Server: Port:

Username:

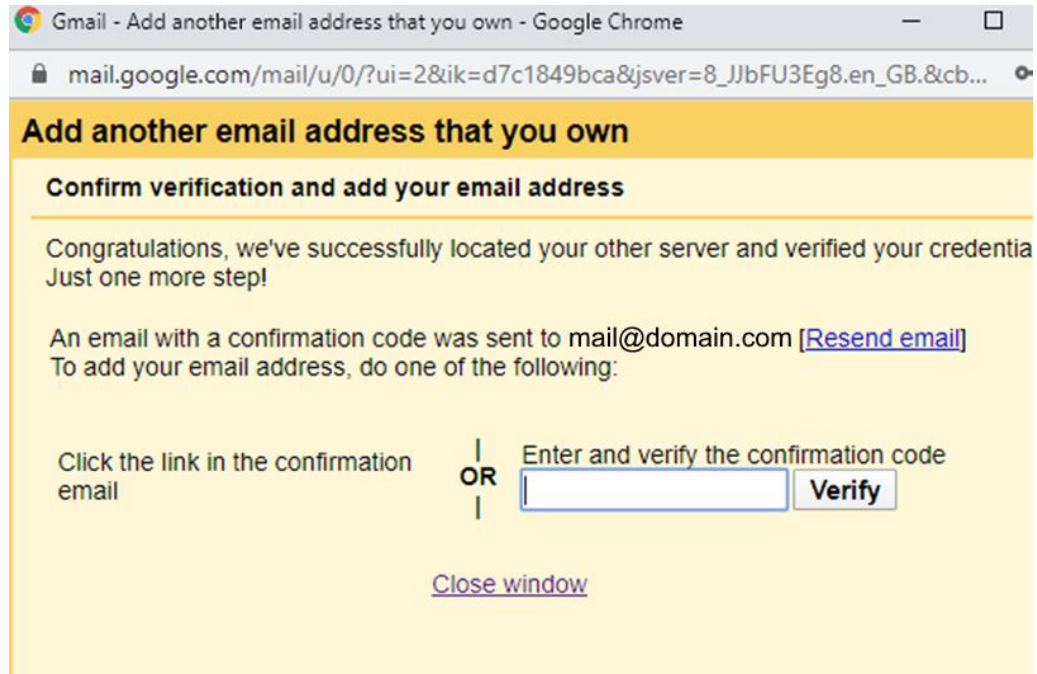
Password:

Secured connection, using [SSL](#) (recommended)

Secured connection using [TLS](#)

Step 7

You have to get this window:



The screenshot shows a web browser window with the title "Gmail - Add another email address that you own - Google Chrome". The address bar contains the URL "mail.google.com/mail/u/0/?ui=2&ik=d7c1849bca&jsver=8_JJbFU3Eg8.en_GB.&cb...". The main content area has a yellow header with the text "Add another email address that you own". Below this is a sub-header "Confirm verification and add your email address". The body text reads: "Congratulations, we've successfully located your other server and verified your credentials. Just one more step!" followed by "An email with a confirmation code was sent to mail@domain.com [Resend email]". Below this, it says "To add your email address, do one of the following:". There are two options: "Click the link in the confirmation email" and "Enter and verify the confirmation code". The second option includes a text input field and a "Verify" button. At the bottom, there is a "Close window" link.

Wait for 5..10 minutes, you have to receive email in your Gmail box with a confirmation code.

Simple put it in the field and you are done!