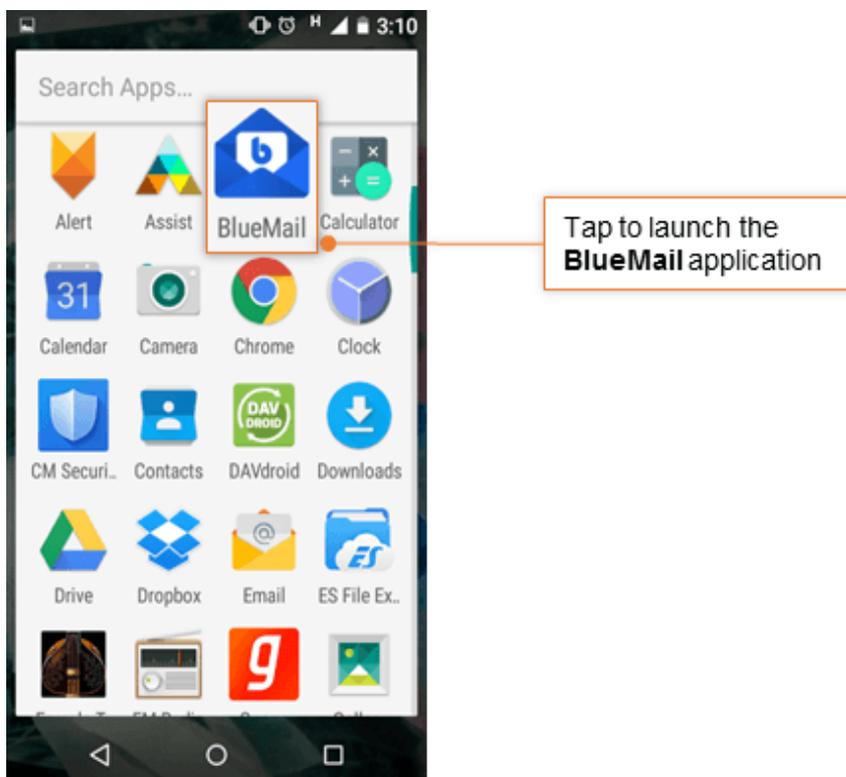# Blue Mail on Android
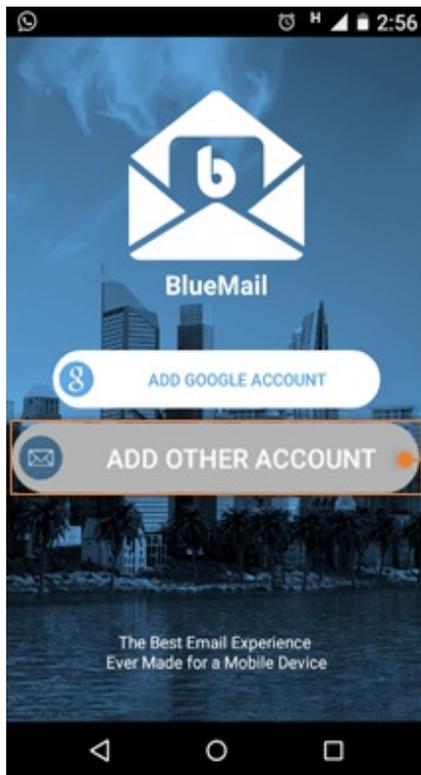
Configure IMAP email account in Blue Mail app

Step 1:Install Blue Mail Application

i. You need to download and install the Blue Mail (https://play.google.com/store/apps/details?id=me.bluemail.mail&hl=en) app on your mobile device.

ii. Launch the Blue Mail application from the home screen.

Step 2: Go to the **Add Account** screen

i. Tap the ADD OTHER ACCOUNT option.

Tap the
ADD OTHER ACCOUNT
option

ii. Tap **Other Email account to be configured.**

Tap the
Other Email
option

Step 3: Provide User Information

i. Enter complete **User Id** and associated **Password** of the account. If you are using Mithi SkyConnect Trial account, provide user id and password which you have received in the Welcome Mail.
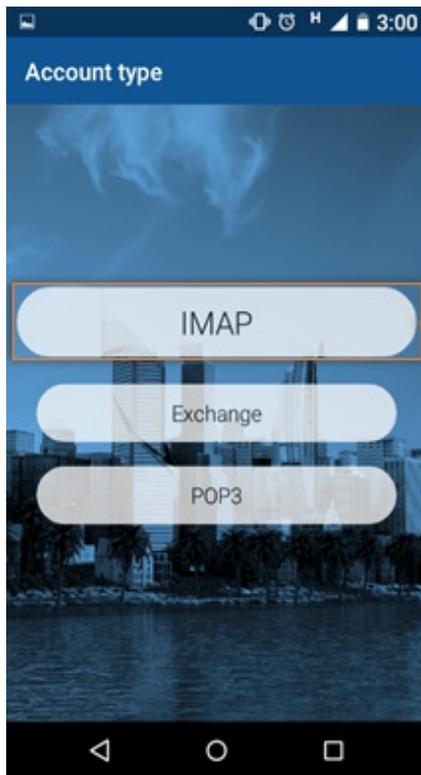
> **TIP :** If you change the password in the future, an authentication error will occur. Application will fail to fetch emails from the server in result.

ii. Deselect the **Automatic** option

iii. Tap **Next** to proceed
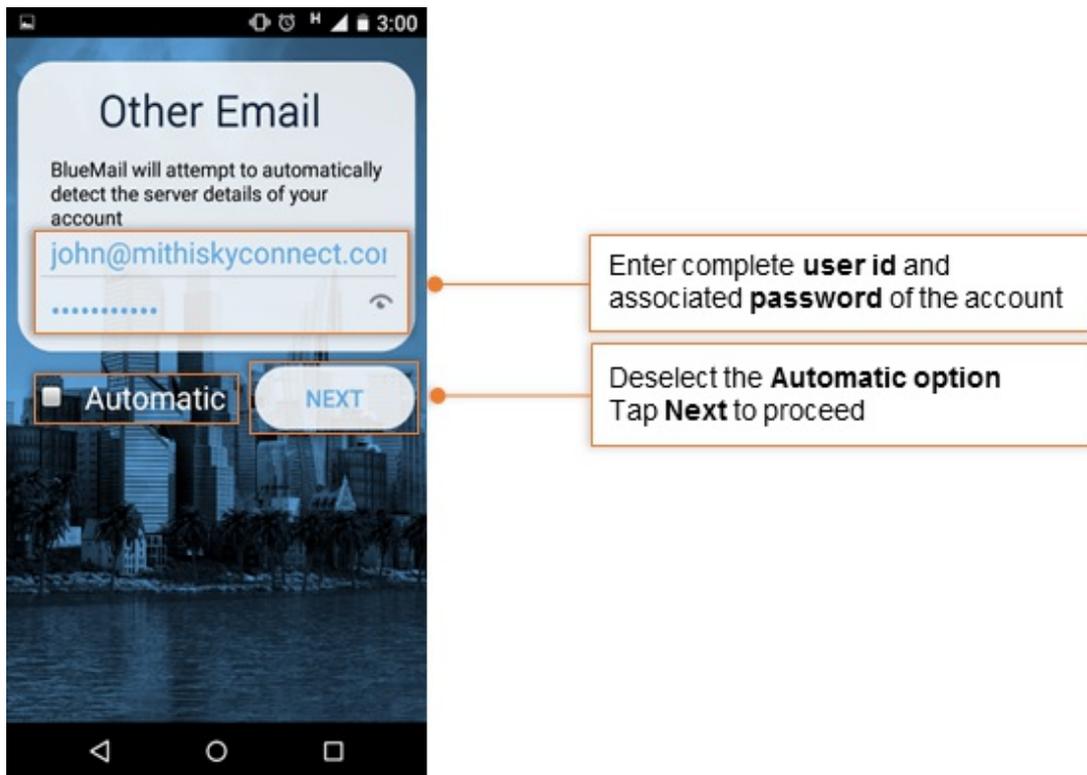
Step 4: Choose Account Type

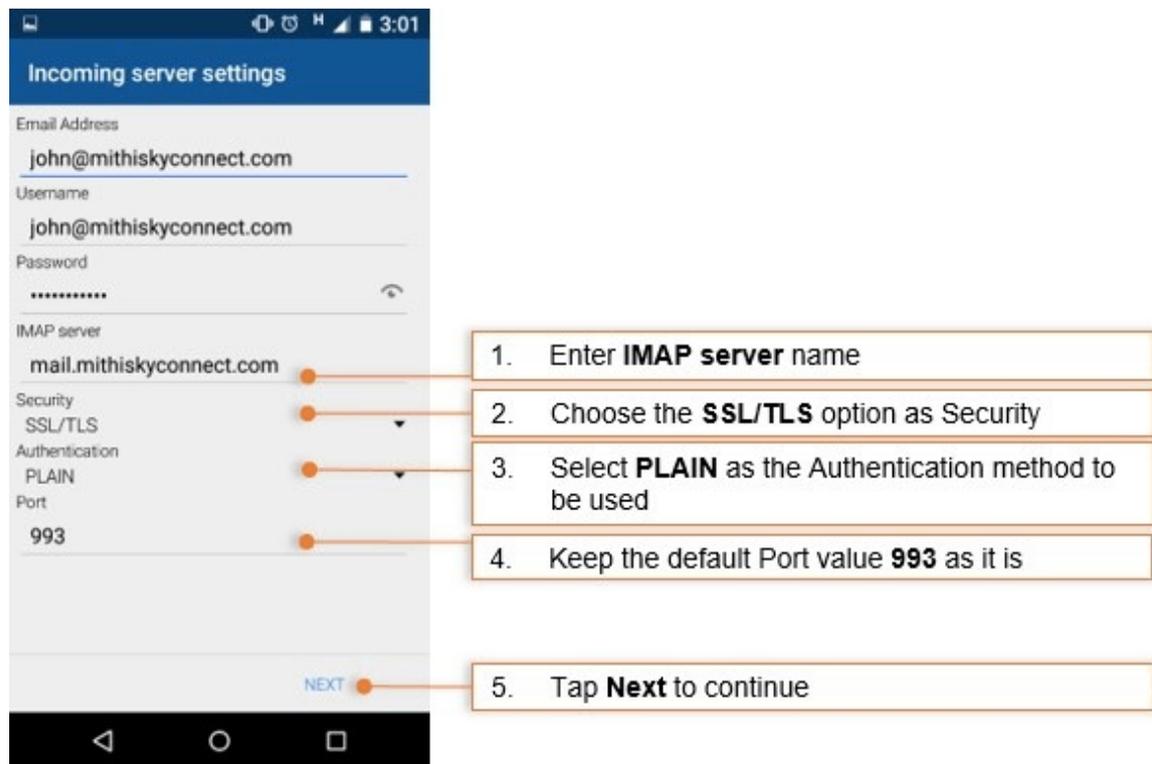i. Tap the **IMAP** as the account type to be configured

Tap the **IMAP** as the account type to be configured
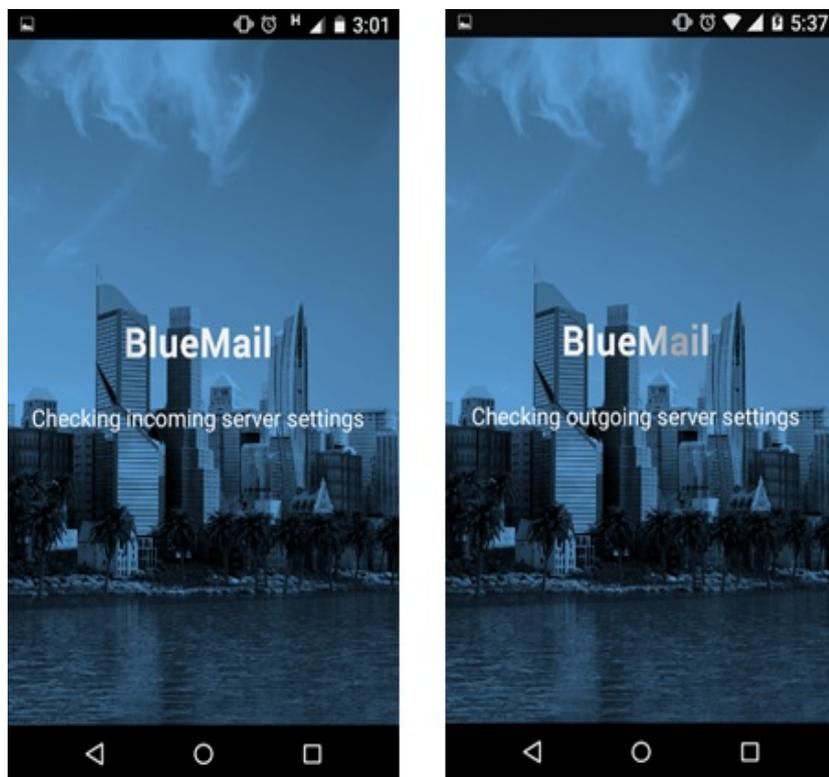
Step 5: Provide Incoming Server Settings

   i. **User name** : User name for account is displayed here

  ii. **Authentication**: Choose PLAIN option

 iii. **IMAP Server**: Enter Server name

> Don't know your server name? Access the online help (https://docs.mithi.com/home/faqs-on-accessing-skyconnect-application-on-mobile#how-to-access-help-to-configure-a-mobile-device-%C2%A0) to know the server settings required to configure your account.

 iv. **Security Type**: Choose the SSL/TLS option from the list

  v. **Port**: Keep the default value 993 as it is.

 vi. Tap **Next** to proceed.

|	
1.	Enter **IMAP server** name
2.	Choose the **SSL/TLS** option as Security
3.	Select **PLAIN** as the Authentication method to be used
4.	Keep the default Port value **993** as it is
5.	Tap **Next** to continue

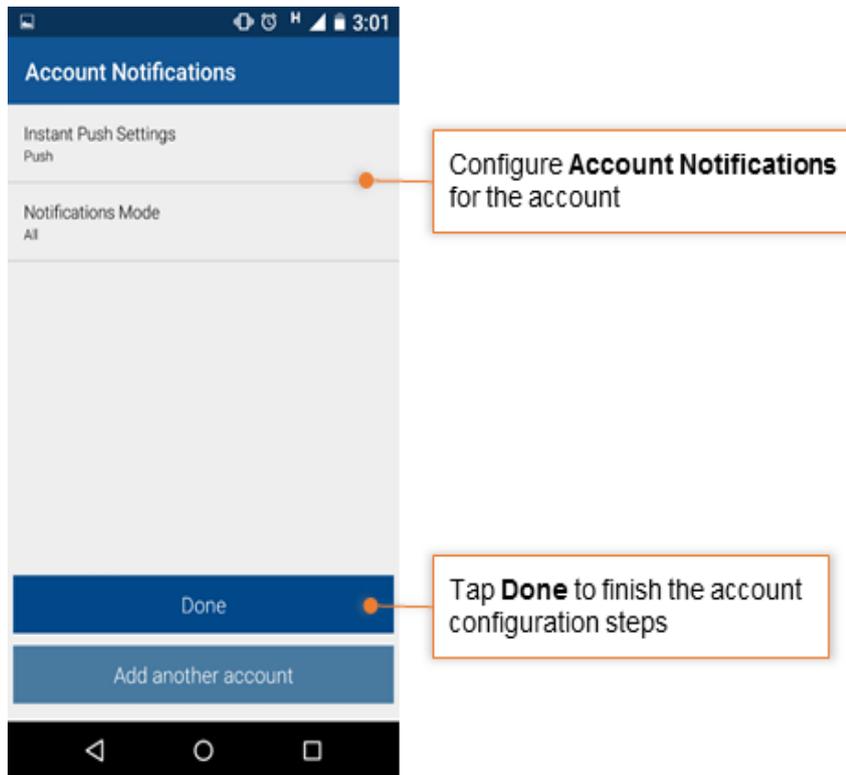vii. BlueMail application verifies the settings provided.

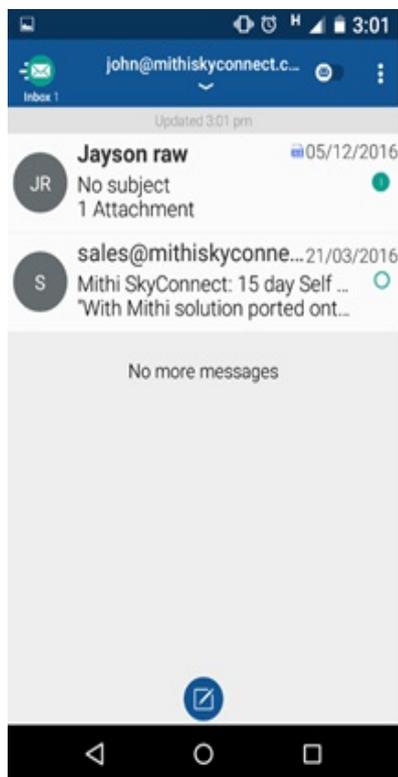Step 6: Customize account settings and finish the configuration

i. Provide text string which will get attached to each outgoing message as your signature.

ii. Give your account appropriate **name** which displays in the list of accounts configured on your mobile device.

iii. Tap **Done** to proceed.
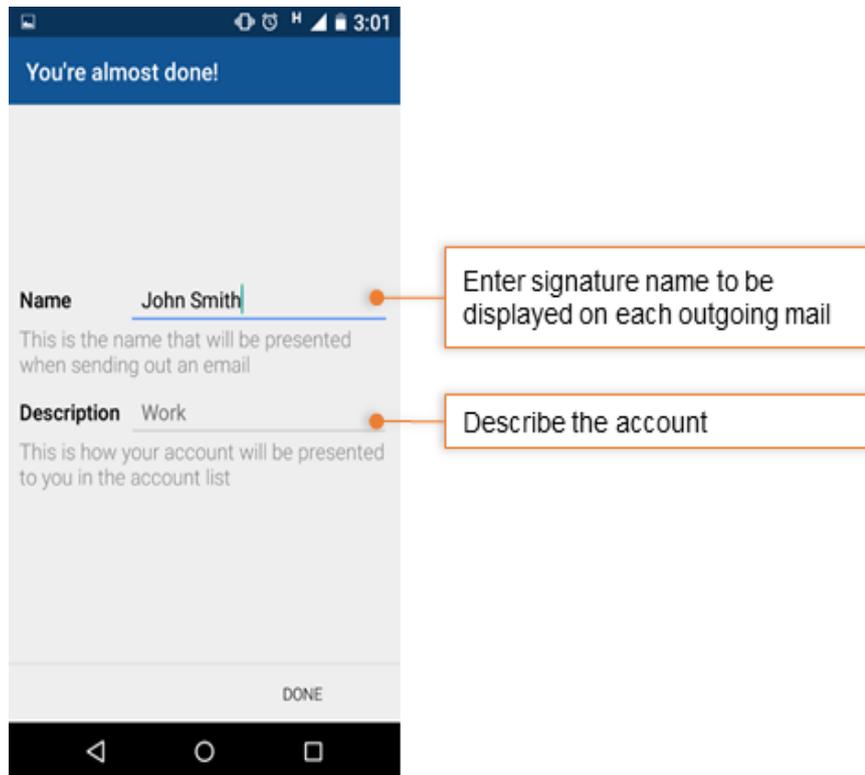
iv. Customize the **settings** to decide the behavior of the application for incoming mails to this account.

v. Tip to save the battery life of your device

vi. Choose the option so that Android will fetch the data less frequently. For example, if you choose to fetch data foe every 15 minutes, Android will wake up every 15 minutes for that. This could affect the battery life of the your mobile.

vii. Tap **Done** to finish the configuration.

Account Notifications

Instant Push Settings
Push

Notifications Mode
All

Done

Add another account

Configure **Account Notifications** for the account

Tap **Done** to finish the account configuration steps

viii. Application creates an account on your mobile.

Configure POP email account in Blue Mail app

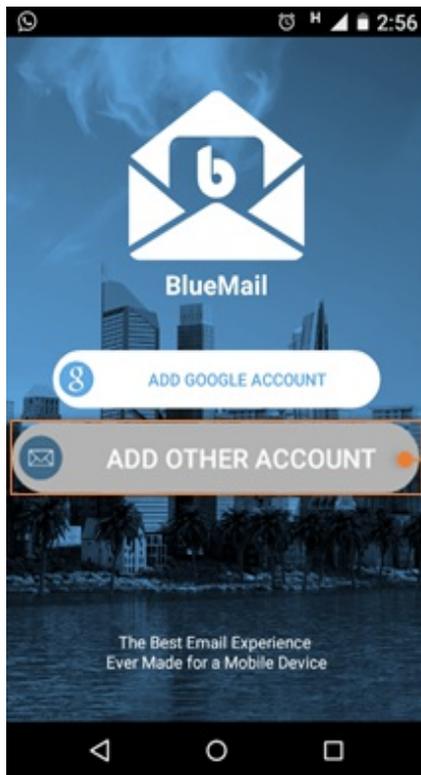# Step 1: Install Blue Mail Application

i. You need to download and install the Blue Mail
    (https://play.google.com/store/apps/details?id=me.bluemail.mail&hl=en) app on your mobile
    device.

ii. Launch the Blue Mail application from the home screen.
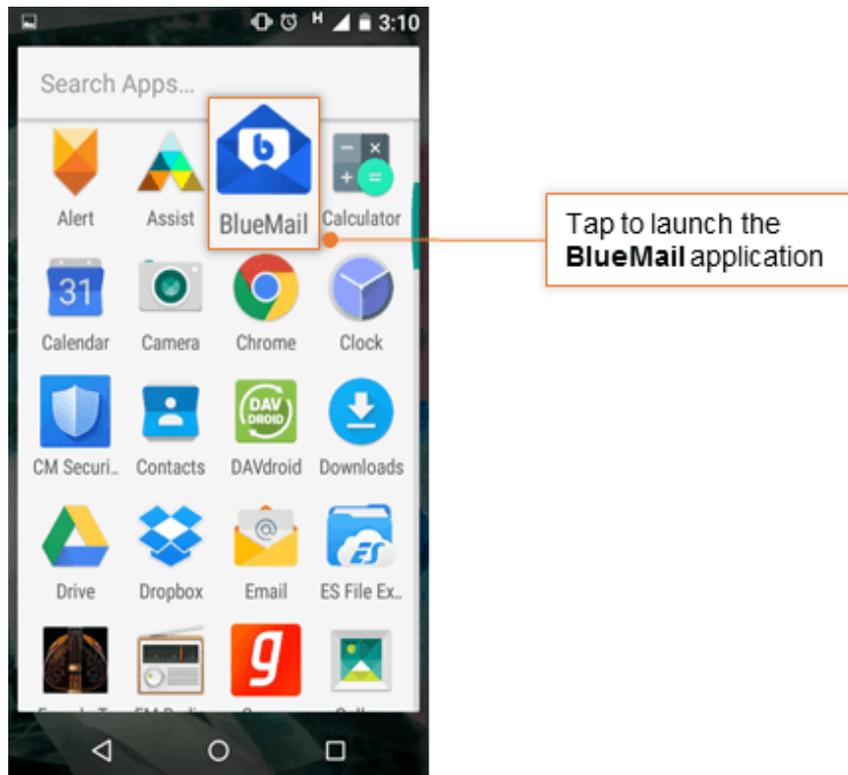
Step 2: Go to the **Add Account** screen

i. Tap **ADD OTHER ACCOUNT** option.

Tap the
ADD OTHER ACCOUNT
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Step 3: Provide User Information

i. Enter complete **User Id** and associated **Password** of the account. If you are using Mithi SkyConnect Trial account, provide user id and password which you have received in the Welcome Mail.
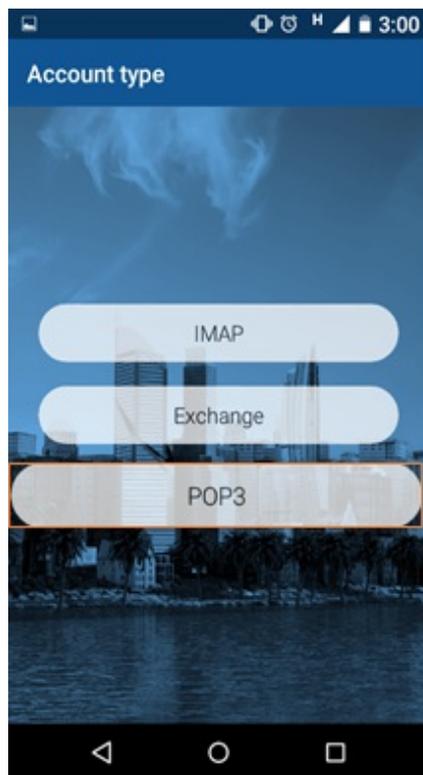
> **TIP** : If you change the password in the future, an authentication error will occur. Application will fail to fetch emails from the server in result.

ii. Deselect the **Automatic** option

iii. Tap **Next** to proceed
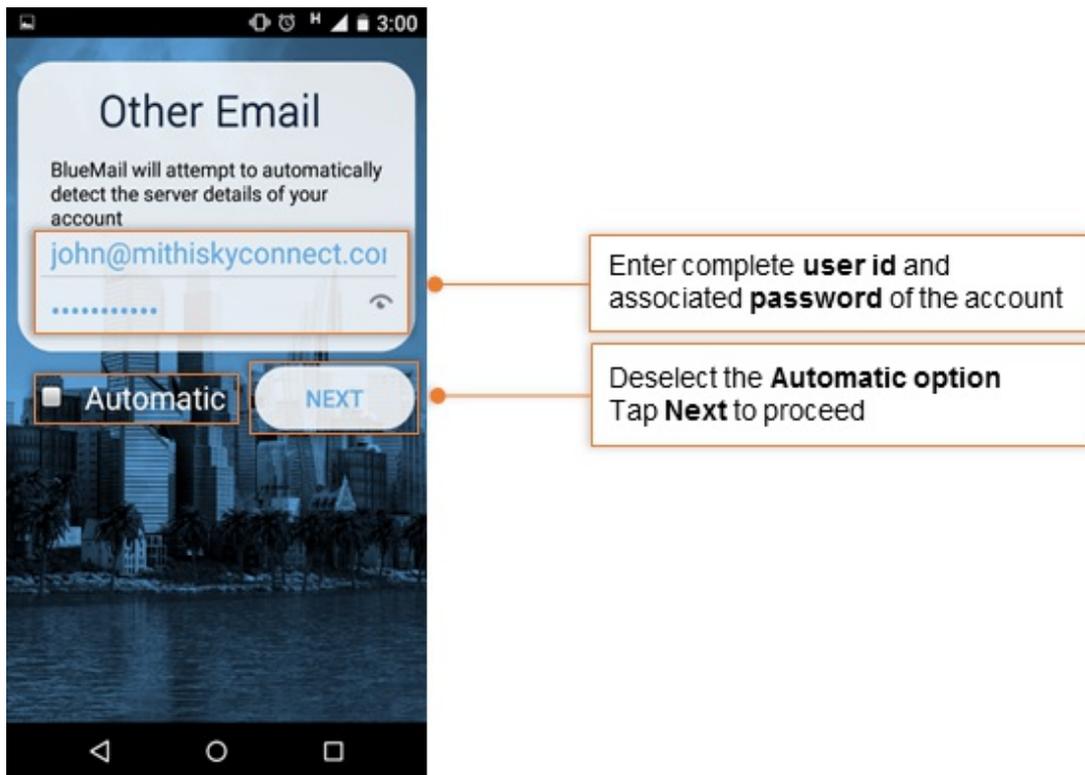
Step 4: Choose **Account Type**

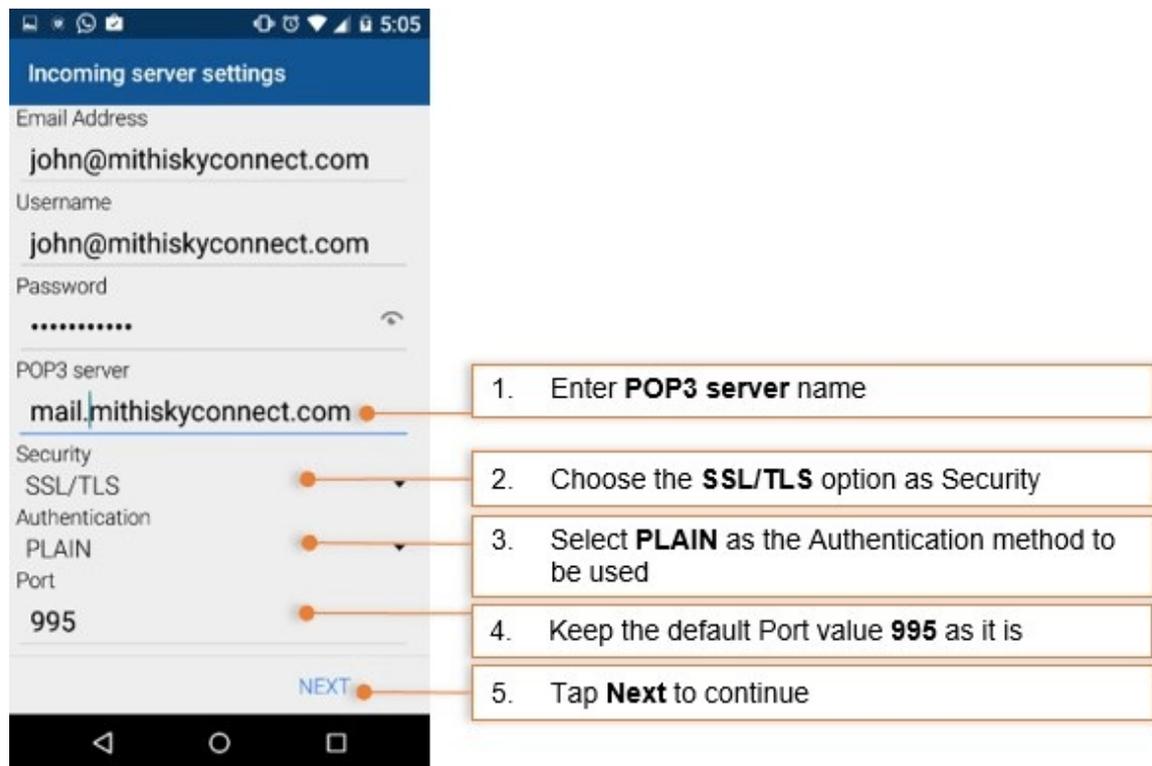i. Tap the **POP3** as the account type to be configured

Tap **POP3** as the account type to be configured
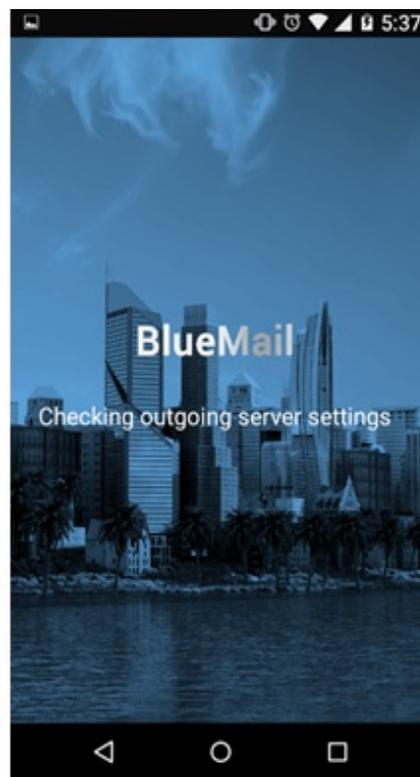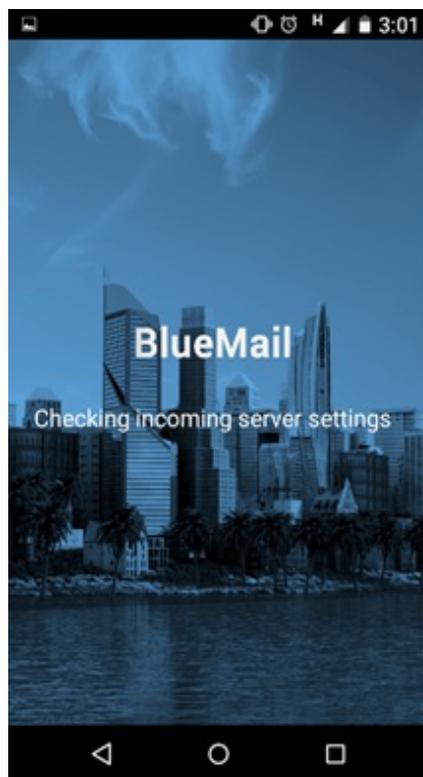

Step 5: Provide Incoming Server Settings

i. **User name**: User name for account is displayed here

ii. **Authentication**: Choose PLAIN option

iii. **POP3 Server**: Enter Server name

> Don't know your server name? Access the online help
> (https://docs.mithi.com/home/faqs-on-accessing-skyconnect-application-on-mobile#how-to-access-help-to-configure-a-mobile-device-%C2%A0) to know the server settings required to configure your account.

iv. **Security Type**: Choose the SSL/TLS option from the list

v. **Port**: Keep the default value 995 as it is.

vi. Tap **Next** to proceed.

|	
1.	Enter **POP3 server** name
2.	Choose the **SSL/TLS** option as Security
3.	Select **PLAIN** as the Authentication method to be used
4.	Keep the default Port value **995** as it is
5.	Tap **Next** to continue

vii. BlueMail application verifies the settings provided.

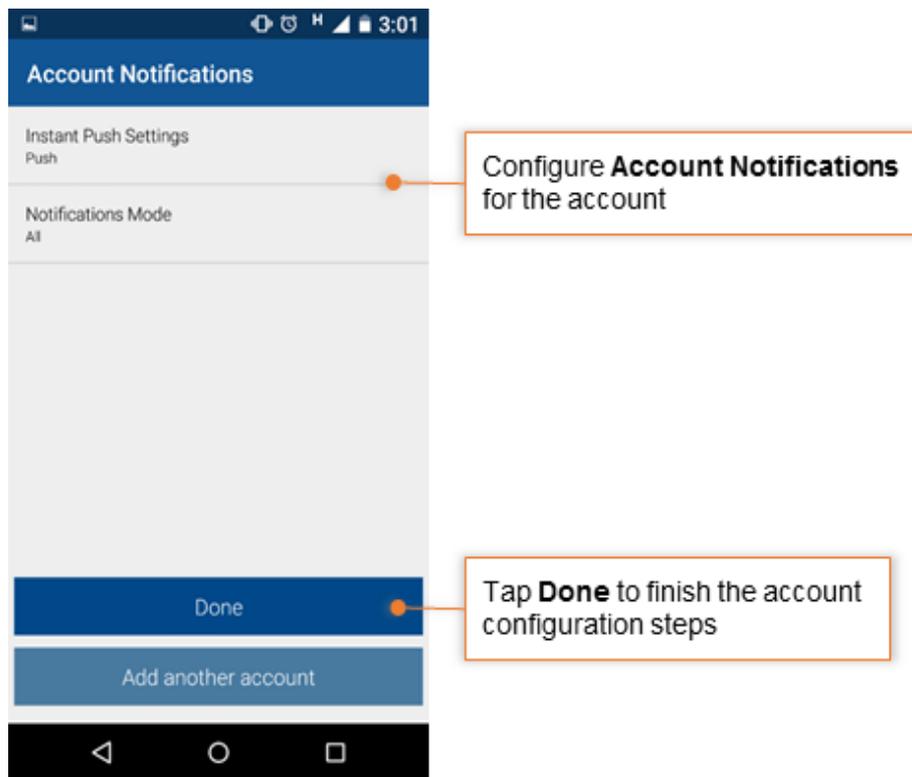Step 6: Customize account settings and finish the configuration

i. Provide text string which will get attached to each outgoing message as your signature.

ii. Give your account appropriate name which displays in the list of accounts configured on your mobile device.

iii. Tap **Done** to proceed.
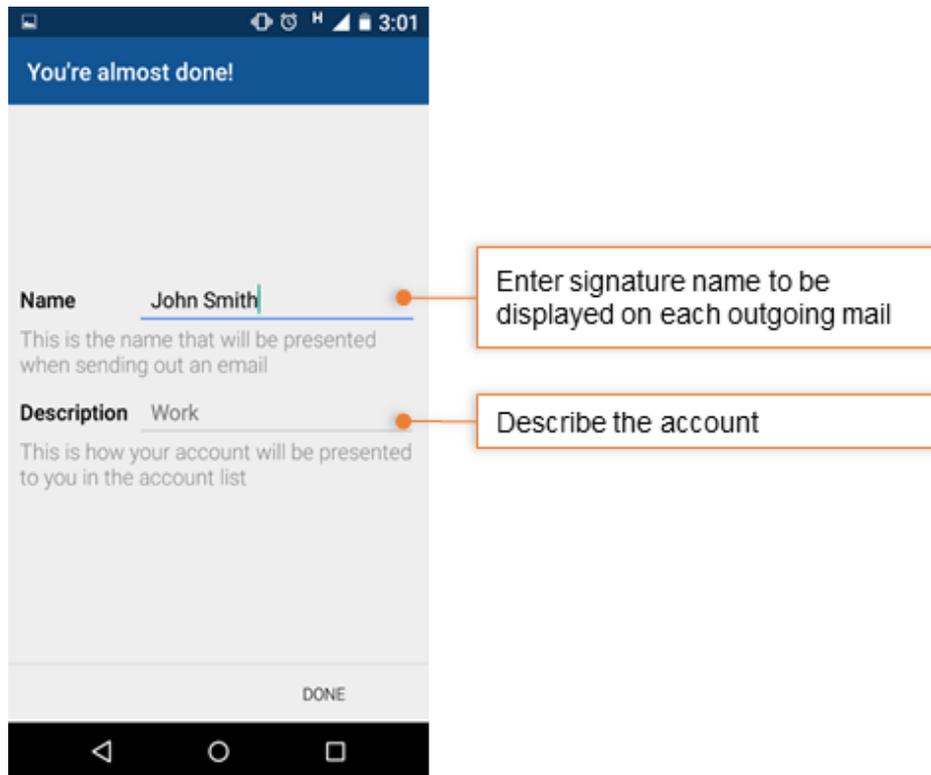
iv. Customize the settings to decide the behavior of the application for incoming mails to this account.

> Tip to save the battery life of your device Choose the option so that Android will fetch the data less frequently. For example, if you choose to fetch data foe every 15 minutes, Android will wake up every 15 minutes for that. This could affect the battery life of the your mobile. For more tips read

v. Tap Done to finish the configuration.

Configure **Account Notifications** for the account

Tap **Done** to finish the account configuration steps

vi. Application creates an account on your mobile.
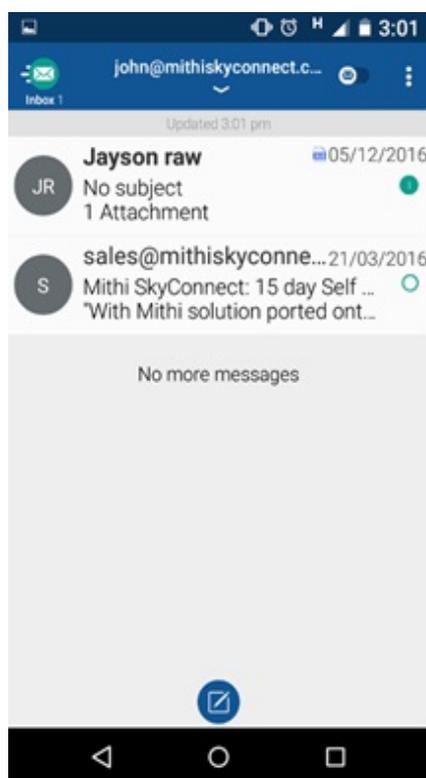
Manage your email account configured in Blue Mail

Manage your account

- Tap the account name to open Inbox screen showing mail listed in the account.
- Now you can compose your message, add attachments to the message and send it to required recipients.
- Tapping the To/Cc/Bcc field, application displays a list contacts on your mobile. Choose the required contact from the list.
- Find a copy of an email sent in the Sent folder of your device which is automatically synced to the Sent Items folder on the server. Can not find a copy of an email sent in the Sent Items folder?
- You can access all the shared/global contacts of your organization, configure an LDAP account on your android mobile
- Also, if required you can import your personal contacts to your mobile device.
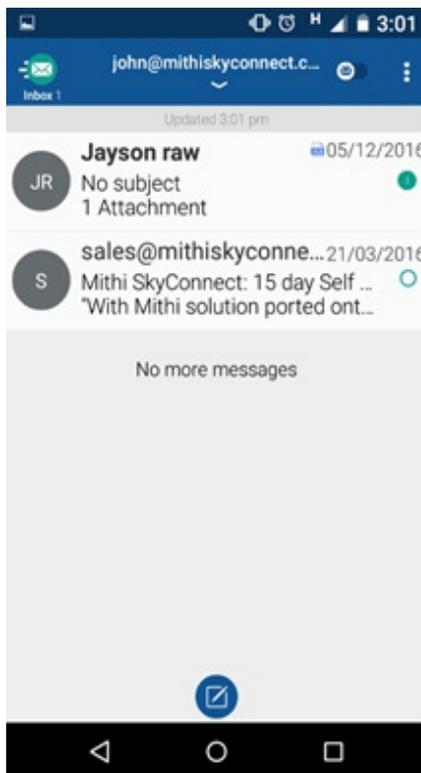
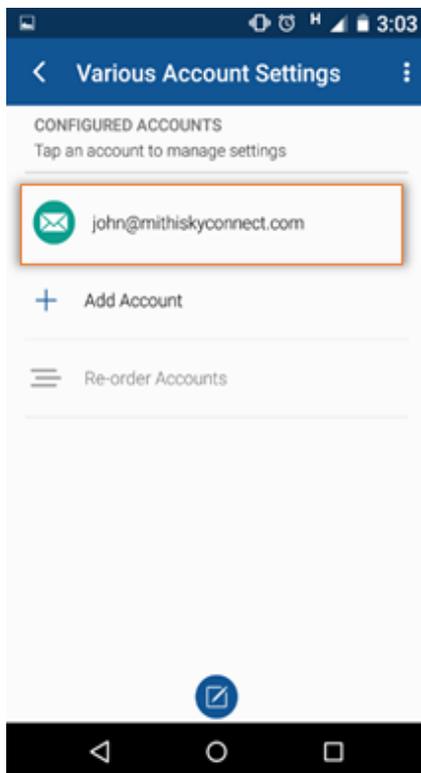## Save a copy of an email sent to the server

If you are using POP type of account you need to save a copy of an email sent to the Sent Items folder on the sever as given below.

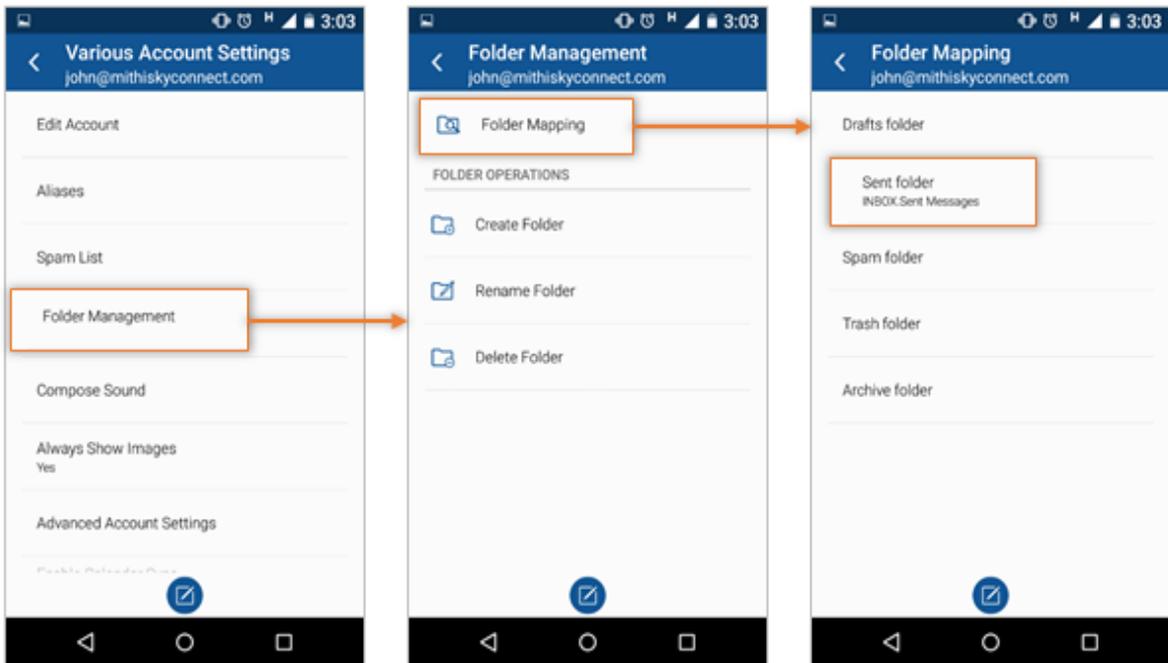- Tap your Account.

- Tap the **More** option.
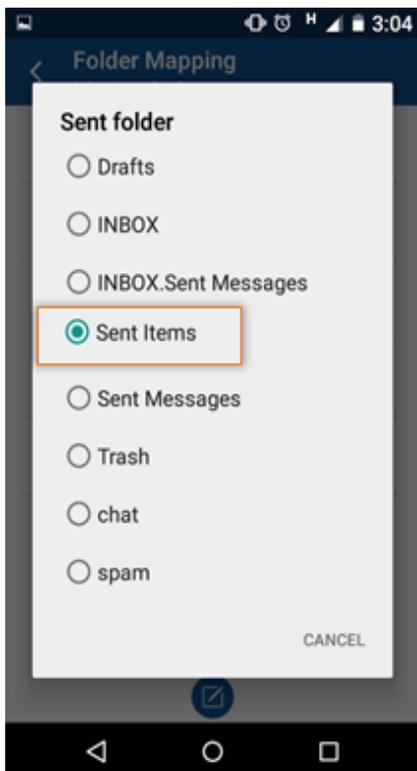
- Tap the **Accounts Settings** option.
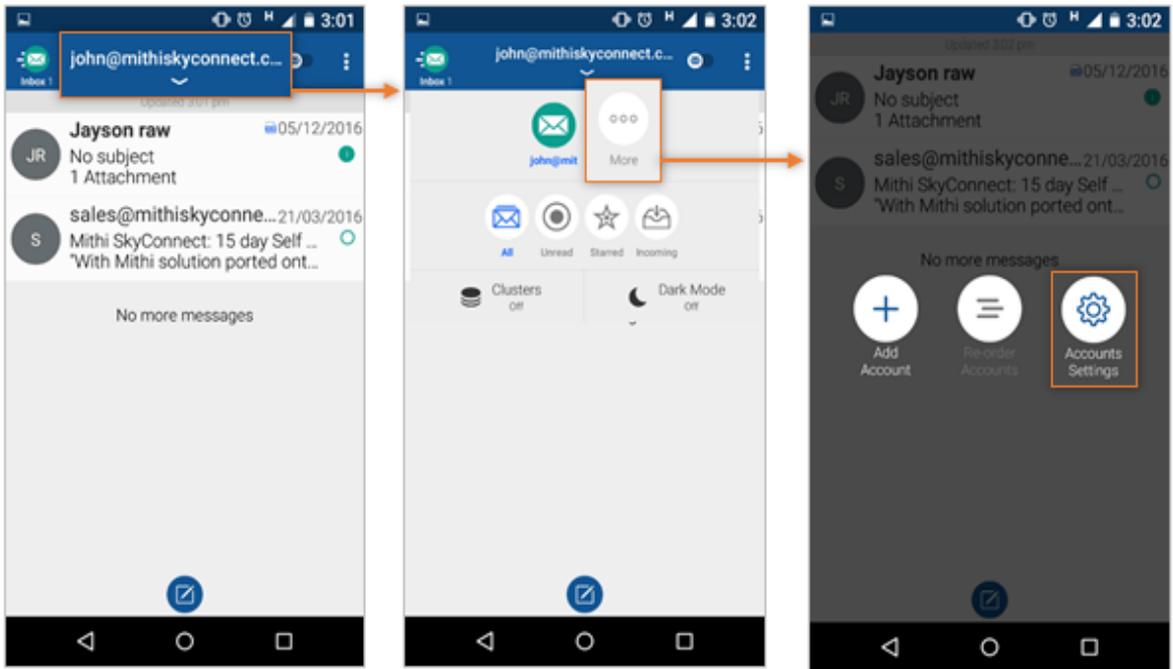
- Tap to select your account.

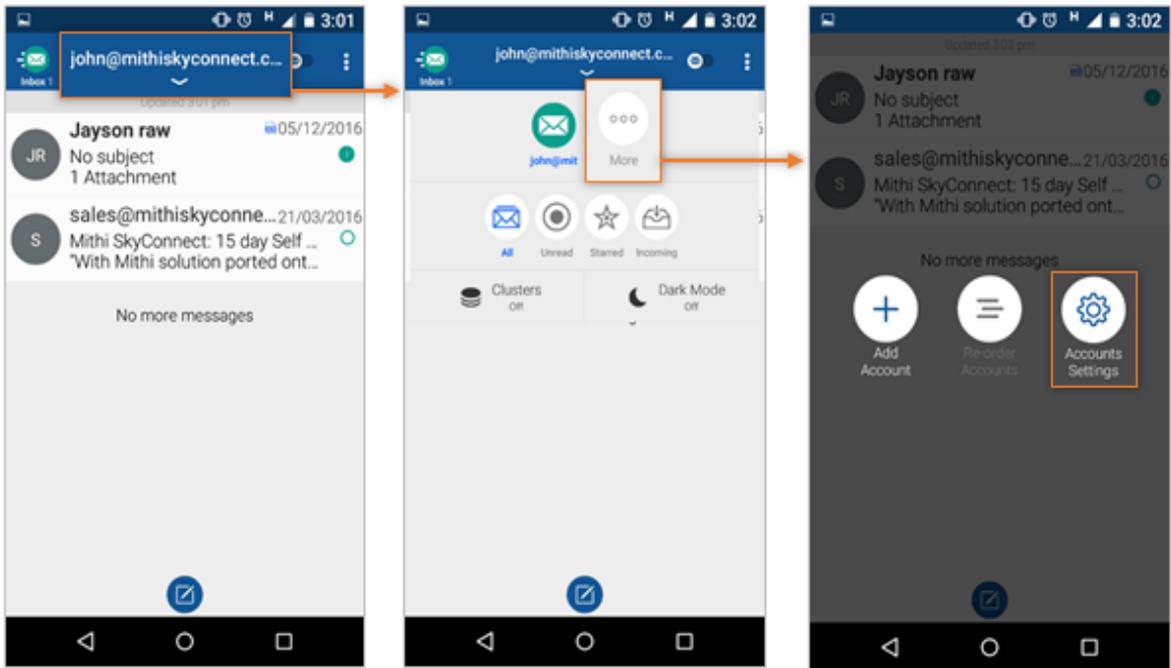- Tap **Folder Management** > **Folder Mapping** > **Sent folder**

- Tap to select the Sent Items folder on the server to save a copy of email sent from your mobile device.
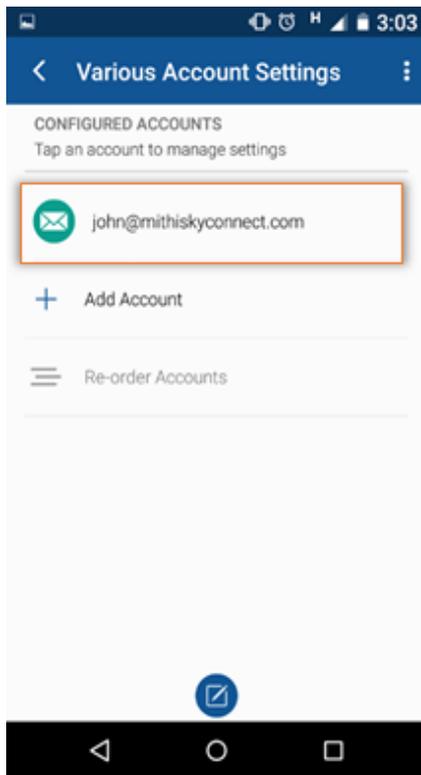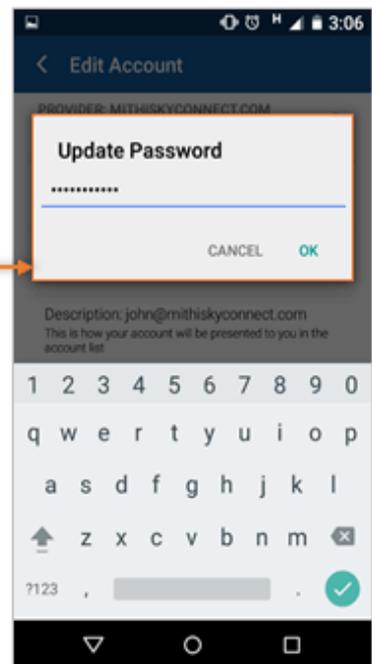
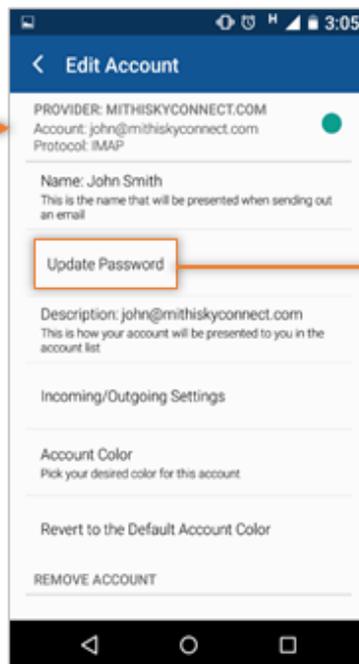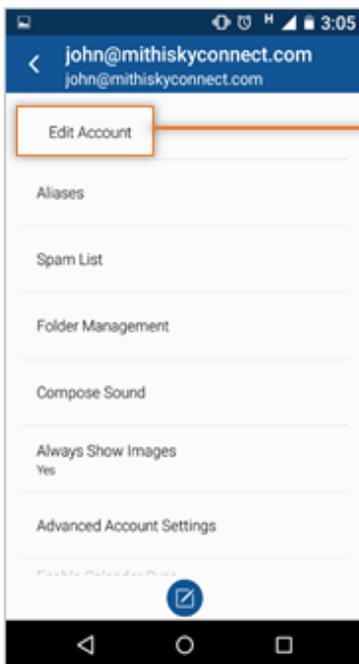# Update Password of the account

- Tap your Account.

- Tap the **More** option.

- Tap the **Accounts Settings** option.
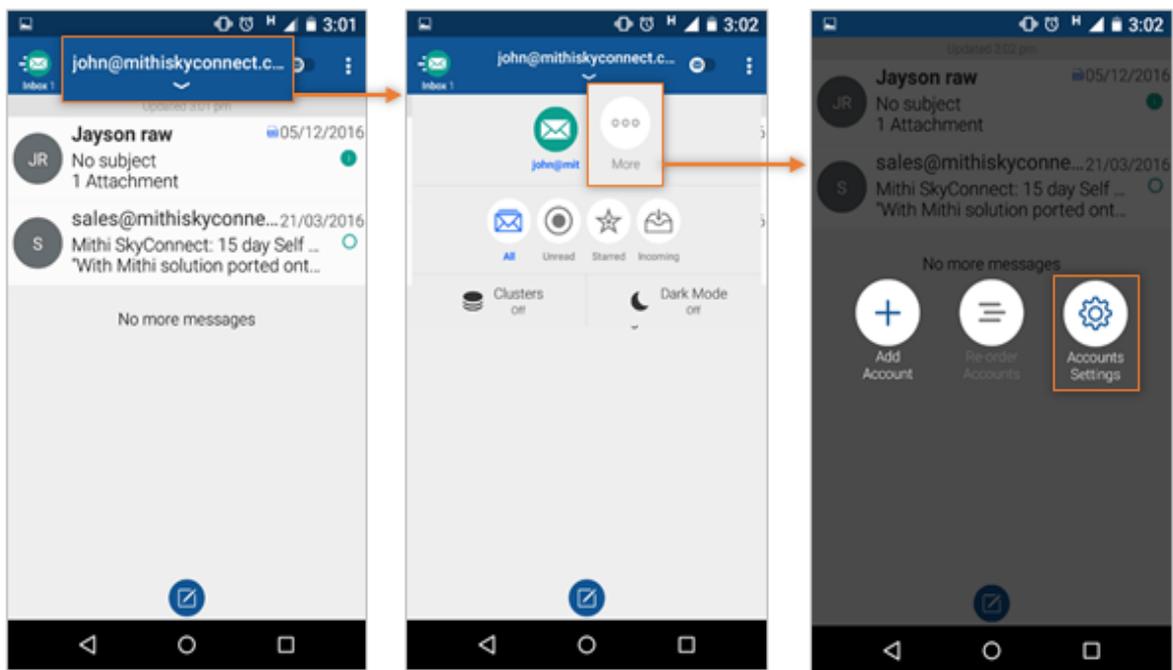

- Tap to select your account.

- Tap **Edit Account** > **Update Password**

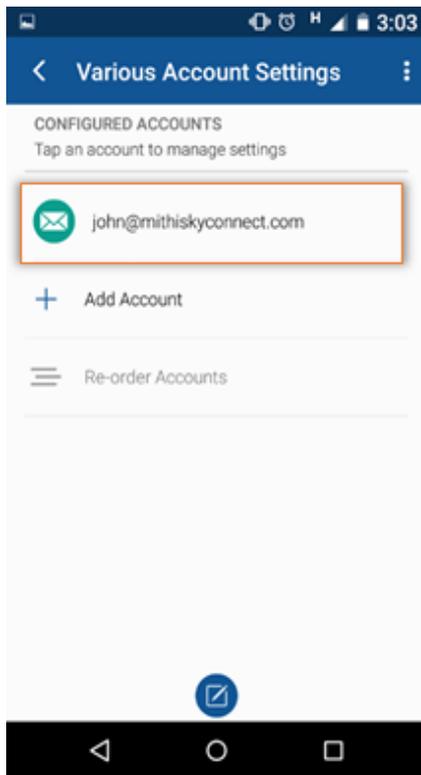- Update your account password and tap **Ok** to exit.

Remove your account

- Tap your Account.

- Tap the **More** option.

- Tap the **Accounts Settings** option.

- Tap to select your account.

- Tap **Edit Account** > **Remove Account**.

- Tap **Ok** to delete your account from mobile device.