# Email configurator

# Generic Mail Settings

If you cannot find any appropriate documentation for your mail client then the following settings should provide sufficient information to configure any IMAP capable mail client to use Staffmail:

| Setting | What to set it to |
|---|---|
| Username | Your University Username (UUN) |
| Password | Your EASE password |
| Address | Your email address i.e. J.Soap@ed.ac.uk |
| Server type or Account type | IMAP |
| Incoming mail server or IMAP server | imap.staffmail.ed.ac.uk |
| Incoming mail server encryption/Use SSL | Use SSL or TLS or STARTTLS |
| Incoming mail server port | 993 |
| Outgoing mail server or SMTP server | smtp.staffmail.ed.ac.uk<br>Note: some schools firewall their networks and may require you use their own SMTP service. If you find you cannot send email, contact your local IT support. |
| Outgoing mail server encryption/Use SSL | none or off |
| Outgoing mail server port | 25 |
| Outgoing mail server authentication or username | leave blank or set to none |
| Outgoing mail server password | leave blank |