



Syncing your PerfectServe email account with the Palm Pre

Like all cell phones, the Palm Pre can receive calls and text messages from PerfectServe and you can dial in to access messages and contact colleagues. In addition, the Palm Pre can be used to view PerfectServe voice and email messages. This article explains how to sync your Palm Pre with your PerfectServe email account/inbox using the POP/IMAP functionality.

- 1) Tap the Mail icon on the home dock. NOTE: If there are no email addresses created, the Palm Pre prompts you to log into the phone using Palm Pre credentials.
- 2) From the Email menu, select Preferences & Accounts.
- 3) Tap Add Account.
- 4) From the Email menu, select Manual Setup.
- 5) From the Mail Type list, select IMAP or POP.
- 6) In the Email Address field, enter your full PerfectServe email address. (i.e. Firstname.Lastname@perfectserve.net)
- 7) Complete the Incoming Mail Server information as follows:
 - a. Server Name:
 - IMAP – outlook.perfectserve.net
 - POP - outlook.perfectserve.net
 - b. Username: Your full PerfectServe email address
(Example: Firstname.Lastname@perfectserve.net)
 - c. Password: Your PerfectServe password. If you need your password, call our 24/7 Help Center at 877-844-7727.
 - d. Port: IMAP with SSL – 993
 - e. Encryption: Encryption - SSL
- 8) Complete Outgoing Mail Server information as follows:
 - a. Server Name: outlook.perfectserve.net
 - b. Use Authentication: On
 - c. Port: Without SSL - select: 25
 - d. (Optional) Encryption: No encryption – None
 - e. Root Folder: Leave blank
- 9) Tap the Sign In button to save the new account and sign in.