## How to check NTU Webmail (@ntu.edu.tw) through iOS 18.3.1

Applicable to:

- 1. NTUH staff
- 2. Students who enrolled after 2020/05
- 3. Alumni who enrolled before 2020/05

(After you have received the notification from NTUCC)

- 4. Alumni with a name-based account (e.g. johnsmith@ntu.edu.tw)
  - 1. Please click [Settings]



2. Please click [Apps] > [Mail]

(If you can't find [Mail], please check App Store to see if it's installed on your iOS device.)



3. Please click 【Mail Accounts】



4. Please click 【Add Account】



5. Please click [Other]



6. Please click 【Add Mail Account】



- 7. Please fill in the following information:
  - A. Name: Please enter your name
  - **B.** Email: **account**@ntu.edu.tw
  - C. Password: Please enter your password
  - **D.** Description: **ntu.edu.tw**

	Cancel	New Account	Next
Α	Name	Test	
в	Email	d90123456@ntu.edu.tw	
С	Password		
D	Description	ntu.edu.tw	

- 8. Please choose [POP] and fill in the following information:
  - A. Name: Please enter your name
    - Email: account@ntu.edu.tw

Description: ntu.edu.tw

- **B.** Incoming Mail Server :
  - ≻ Host Name:

msa.ntu.edu.tw (for student ID account)
ccms.ntu.edu.tw (for name-based account, including NTUH
staff and alumni)

- ➤ Username: Please enter your username (without @ntu.edu.tw)
- ➤ Password: Please enter your password
- **C.** Outgoing Mail Server :
  - ≻ Host Name: smtps.ntu.edu.tw
  - ➤ Username: Please enter your username (without @ntu.edu.tw)
  - ➤ Password: Please enter your password

After completing the information, please click [Save]

	Cancel	New Account		Save
	IM	ΙАР	РОР	
	Name	Test		
A	Email	d90123456@ntu.edu.tw		
	Description	ntu.edu.tw		
	INCOMING MAI	L SERVER		
	Host Name	msa.ntu.edu.tw		
В	User Name	d90123456		
	Password			
	OUTGOING MA	IL SERVER		
	Host Name	smtps.ntu.edu.tw		
С	User Name	d90123456		
	Password			

9. Wait until the system finished authorization, then you will be redirected to[Mail Accounts], then please click [ntu.edu.tw]

(If there's no redirection, you may do step  $1 \sim 3$  again to browse [Mail Accounts])



10. Please click 【Advanced】

OUTGOING MAIL SERVER	
SMTP	smtps.ntu.edu.tw >
Advanced	>

11. Please click 【Remove】



В	<	Advanced	Remove	
		Never		
		After one day		
		After one week	K	
Α		After one mon	th	✓

12. Please click [After one month] and click [Advanced]

13. Please click [ntu.edu.tw]

<pre>     tru.edu.tw     Advanced </pre>	
MOVE DISCARDED MESSAGES INTO:	
Deleted Mailbox	✓
Archive Mailbox	
DELETED MESSAGES	
Remove	After one month >

14. Please click 【Done】 to finish adding NTU Webmail account on your iOS device.

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