How to check NTU Webmail(@ntu.edu.tw) through Mac OS

Version : mac OS 13.4

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 open [Mail] .



2. Please click [Mail] on the upper left corner and choose [Add Account...]



3. Please choose [Other Mail Account] and click [Continue].



4. Please fill out the required information and click [Sign In].

Add a Mail account To get started, fill out the following information:				
Name:	Alice			
Email Address:	d90123456@ntu.edu.tw			
Password:	••••••			
Cancel	Back Sign In			

- **5.** Please fill in the following information:
 - a) User Name : Please enter your user name without @ntu.edu.tw
 - b) Account Type : **POP**
 - c) Incoming Mail Server :
 - msa.ntu.edu.tw (for student ID account)
 - ccms.ntu.edu.tw (for name-based account, including NTUH staff and alumni)
 - d) Outgoing Mail Server : **smtps.ntu.edu.tw**

	Em	ail Address:	d90123456@ntu.edu.tw
	<u>a</u>	User Name:	d90123456
		Password:	•••••
	D Ac	count Type:	POP
C	Incoming	Mail Server:	msa.ntu.edu.tw
d	Outgoing	Mail Server:	smtps.ntu.edu.tw
			Unable to verify account name or password.
	Cance	el	Back Sign In

Your email messages will pop up in this step, but the setting is not done yet !!!

6. Please click [Mail] on the upper left corner and select [Settings...].



7. Please click [Account] > [ntu.edu.tw] and change the time to [After one month].

Accounts					
6 General Accounts Junk M	Aa OO lail Fonts & Colors Viewing	<u>ک</u> <u>×</u> کس Composing Signatures	Rules		
O ntu.edu.tw	Account Information Mailbo	x Behaviors Server Setti	ngs		
2	✓ Enable this a Status: Online ● Description: ntu.edu.tw	account			
3	Email Address: Alice <d90123 <p="">Remove copy from server af After one month</d90123>	3456@ntu.edu.tw> ter retrieving a message: Remove now			
	Prompt me to skip messages ov	ver	КВ		

8. Please click [Server Settings] and **uncheck** the box A and B.

		Accounts		
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ntu.edu.tw POP iCloud	Ac Incoming Mail Ser	ccount Information Ma	ilbox Behaviors	er Settings
Inactive	User Name: d Password: • Host Name: m	90123456 •••••••• nsa.ntu.edu.tw		
	Outgoing Mail Ser	Automatically manage of Advanced POP Settings rver (SMTP)	onnection settings)
	User Name: • Password: •	ptional		
+ -	Host Name: Js	mtos.ntu.edu.tw Automatically manage co	onnection settings	
				?

9. Please make sure you have filled out the following information:

[Incoming Mail Server (POP)]

- a) User Name: Please enter your user name without @ntu.edu.tw
- b) Host Name:
 - msa.ntu.edu.tw (for student ID account)
 - ccms.ntu.edu.tw (for name-based account, including NTUH staff and alumni)
- c) Port: 995
- d) Authentication: Password
- e) Check the box of [Use TLS/SSL]

[Outgoing Mail Server (SMTP)]

- a) User Name: Please enter your user name without @ntu.edu.tw
- b) Host Name: **smtps.ntu.edu.tw**
- c) Port: 465
- d) Authentication: Password
- e) Check the box of [Use TLS/SSL]

After completing the information, please click [Save].

		Accounts			
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0 ntu.edu.tw	A	ccount Information Ma	ilbox Behaviors Ser	ver Settings	
iCloud Incoming Mail Server	Incoming Mail Se User Name:	rver (POP) 190123456			
	Password: • Host Name: r	nsa.ntu.edu.tw	onnection settings		
(POP)	Port: S Authentication:	995 Password		✓ Use TLS/SSL	
	Outgoing Mail Se	rver (SMTP)			
Outgoing 2	User Name:	ntu.edu.tw 190123456		•	
Mail Server (SMTP)	Password: • Host Name: s	smtps.ntu.edu.tw			
	Port: 2	Automatically manage co 465 Password	onnection settings	Use TLS/SSL	
+ -				Save	
					?

10. Your account is ready to use!



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