





3. Enter Wightman's Incoming Mail Server information:

**Account Type:** Select IMAP or POP

→ [What's the difference?](#)

- A POP account is like a funnel from Wightman's email server to you. When Mail checks your email, your messages are "funneled" to your computer or mobile device. Any changes made to email on your device (like deleting a message) *will not be reflected* on the server.

- An IMAP account is like a bridge from Wightman's email server to you. When Mail checks your email, messages "cross" back and forth between the server and your computer or mobile device. Any changes made to email on your device (like deleting a message) *will be reflected on the server*. **\*This is the best option for syncing email between multiple devices.\***

**Mail Server:** mail.wightman.ca

**User Name:** The portion of your email address that appears before the "@" symbol.

**Password:** The password you created when you signed up for Wightman email service.

The screenshot shows a dialog box titled "Incoming Mail Server Info". It has four input fields: "Account Type" with radio buttons for "IMAP" and "POP" (where "POP" is selected), "Mail Server" with the text "mail.wightman.ca", "User Name" with the text "johndoe", and "Password" with a masked field of eight dots. At the bottom are three buttons: "Cancel", "Back", and "Next".

OR

The screenshot shows a dialog box titled "Incoming Mail Server Info". It has four input fields: "Account Type" with radio buttons for "IMAP" and "POP" (where "IMAP" is selected), "Mail Server" with the text "mail.wightman.ca", "User Name" with the text "johndoe", and "Password" with a masked field of eight dots. At the bottom are three buttons: "Cancel", "Back", and "Next".

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Enter Wightman's Outgoing Mail Server information:

**SMTP Server:** mail.wightman.ca

**User Name:** Same as Step 3.

**Password:** Same as Step 3.

Click Create to finish setting up Mail.

**\* Setup is complete. \***

