Sofx.net Login – Mail on Mac

- 1. Open the Mail app.
- 2. Select "Mail" in the top left menu.
 - a. If you already have your sofx.net email loaded to your mail app, select "Accounts..."
 - b. Delete the account from your computer.
 - c. Return to the Mail app and continue to step 3.
 - d. If you do not already have your sofx.net email loaded to your mail app, skip to step 3.



- Mail File Edit View Window Help Mailbox Message Format About Mail All Inboxes \odot ۲ Primary · 9,168 messages, 8,340 unread X, Settings... Accounts... 💄 Primary G Add Account... > Services Hide Mail ЖΗ Hide Others て第日 Show All Quit Mail ЖQ 🗹 iCloud
- 3. From the "Mail" top left menu, select "Add Account ... "

4. Select "Other Mail Account..." and click "Continue."



- 5. Enter the following information:
 - a. Enter your Name.
 - b. Enter your Sofx.net email address.
 - c. Enter your Sofx.net password.
 - d. Click "Sign In."

Add a Mail	account	
o get started, fill ou	t the following information:	
Name:	John Appleseed	
Email Address:	name@example.com	
Password:	Required	
Cancel	Back Sign In	-

- 6. Enter the following Information:
 - a. Enter **your sofx.net email address** for fields: Email Address AND Username.
 - b. Enter your sofx.net Password.
 - c. Select Account Type: IMAP
 - d. Enter Incoming Server "mail.sofx.net."
 - e. Enter Outgoing Server "mail.sofx.net."
 - f. Click "Sign In."

Email Address:	@sofx.net
User Name:	c@sofx.net
Password:	•••••
Account Type:	IMAP 😒
ncoming Mail Server:	mail.sofx.net
Outgoing Mail Server:	mail.sofx.net
	Unable to verify account name or password.

7. Select the apps you would like to use (personal preference) and click "Done."

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Notes	