# Setting Up Hosted Email

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## Existing service guidance

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Use the mailbox settings issued for your account. Mailbox authentication and successful external delivery are separate checks.

## Before you start

Use the access and features actually assigned to your account. Keep a rollback or recovery route before changing existing service settings.

## Steps

1. Confirm the mailbox exists and obtain its exact server names and encrypted connection settings.
2. Configure the client using those settings and a dedicated supported credential.
3. Check that folders and Sent behavior are correct without copying private mail into diagnostics.
4. Send a deliberately non-sensitive test only to a consenting recipient, then confirm reply delivery.

## Verify the result

Both directions arrive in the intended mailboxes. A successful login or empty mail queue alone does not establish deliverability.

## Help and related information

Contact support, service status, and Customer Access. Never send passwords or recovery codes.

Official cPanel documentation. Account features vary by hosting package.