

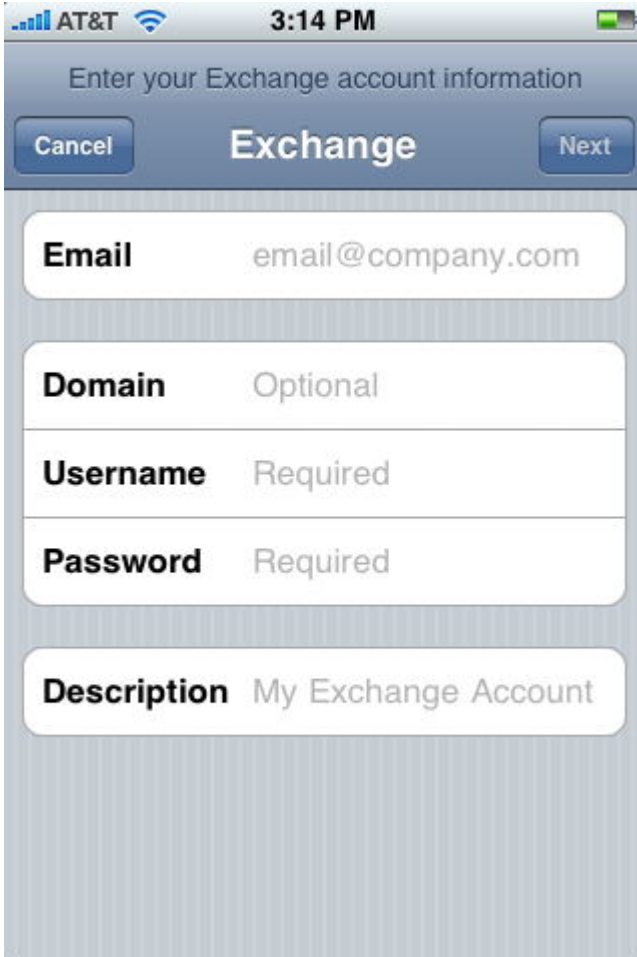
1. To add an Exchange account to your iPhone or iPod touch, tap **Settings**, then **Mail, Contacts, Calendars**, then **Add Account**, then **Microsoft Exchange**. Note: you can configure only one Exchange account per device.
2. On the next screen, enter your complete email address, domain, username, password, and a description (which may be anything you like).

Email: username@jtsa.edu

Domain: Campus

Username: eg. Josmith

Password: Your password (same as Blackboard)



The screenshot shows an iPhone interface for adding an Exchange account. At the top, the status bar displays 'AT&T', signal strength, Wi-Fi, and the time '3:14 PM'. Below the status bar, the title 'Enter your Exchange account information' is centered. A navigation bar contains 'Cancel' on the left, 'Exchange' in the center, and 'Next' on the right. The form consists of five rows, each with a label on the left and a text input field on the right: 'Email' with 'email@company.com', 'Domain' with 'Optional', 'Username' with 'Required', 'Password' with 'Required', and 'Description' with 'My Exchange Account'.

3. Your iPhone (or iPod touch) will now try to locate your Exchange server using Microsoft's Autodiscovery service. If the server cannot be located, the screen below is shown. Enter your front-end Exchange server's complete address in the **Server** field. Contact your Exchange server administrator if you are unsure of the address.

Server: exweb.jtsa.edu
Domain: Campus
Username: eg. Josmith
Password: Your password (same as Blackboard)

The screenshot shows the 'Exchange' account setup screen on an iPhone. The status bar at the top displays 'AT&T', signal strength, Wi-Fi, and the time '3:14 PM'. The screen title is 'Exchange' with 'Cancel' and 'Next' buttons. The fields are as follows:

Field	Value
Email	john@company.com
Server	exchange.company.c...
Domain	IT
Username	john
Password	••••••••
Description	john@company.com

4. Choose which type(s) of data you would like to synchronize: Mail, Contacts, and Calendars. Note that by default, only 3 days' worth of email is synchronized. To synchronize more, go into Settings, then Mail, Contacts, Calendars, select your Exchange account, and tap on Mail days to sync.

Note that after configuring an Exchange ActiveSync account, all existing contact and calendar information on the iPhone or iPod touch is overwritten. Additionally, iTunes no longer syncs contacts and calendars with your desktop computer. If you do not want to synch Contacts and Calendar please leave them off.

Select info to synchronize using Exchange

Cancel

Exchange

Save

Mail ON

Contacts ON

Calendars ON