

iPhone and iPad Exchange Email setup

Step 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.

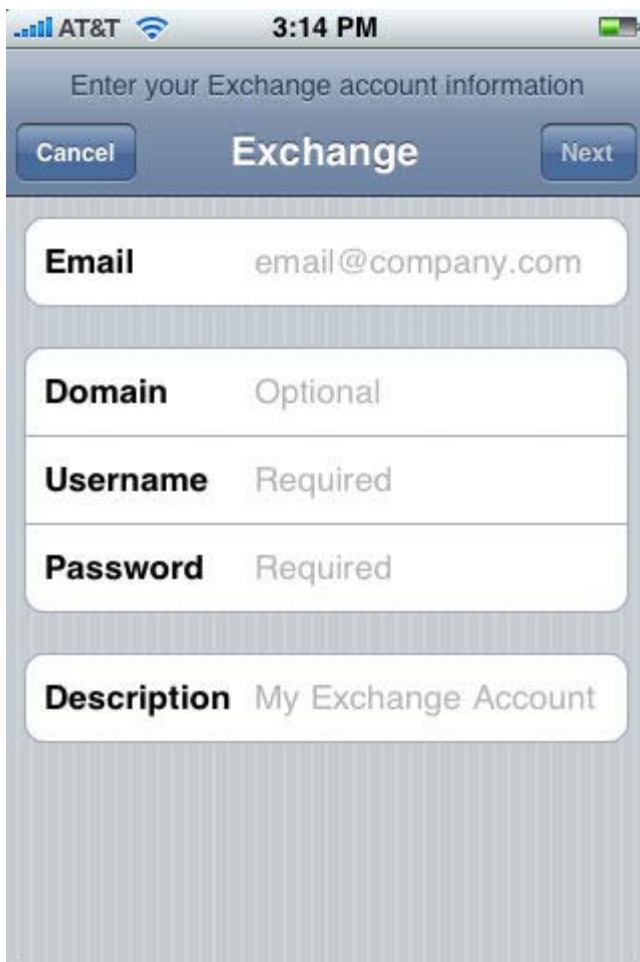
Step 2: On the next screen, enter your complete email address, domain, username, password, and a description (which may be anything you like).

Email: Username@jtsa.edu

Domain: Campus

Username: eg JoSmith

Password: your password (same as blackboard)



AT&T 3:14 PM

Enter your Exchange account information

Cancel Exchange Next

Email email@company.com

Domain Optional

Username Required

Password Required

Description My Exchange Account

Step 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)

Enter your Exchange account information

Cancel Exchange Next

Email john@company.com

Server exchange.company.c...

Domain IT

Username john

Password ●●●●●●●●

Description john@company.com

Step 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.



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