

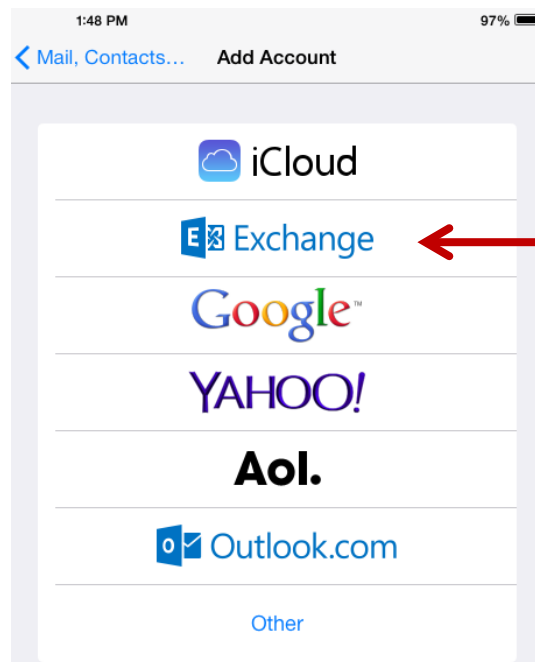
EMAIL SETUP ON IOS MOBILE DEVICE

IMPORTANT – Your email address has a separate password from your WTAMU portal account. If you are not able to login directly to email via <http://portal.microsoftoffice.com> please contact the IT Service Center and ask to have your **email-only password reset**. Please specify that you are only needing your email password reset when contacting the IT Service Center.

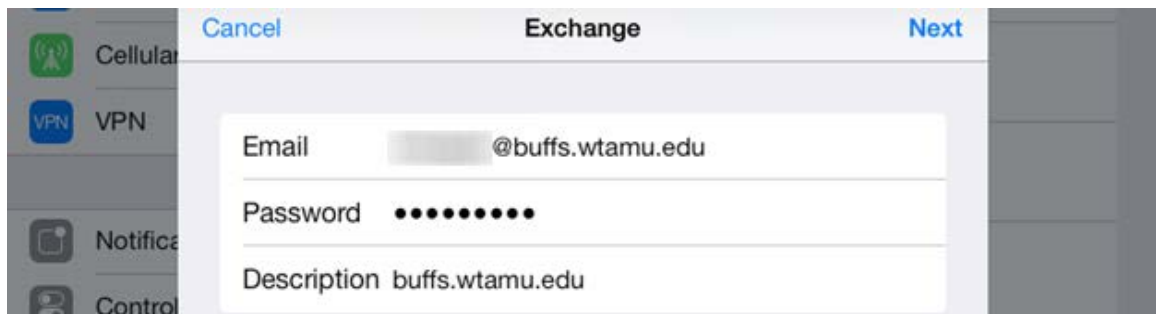
1. Enter **Settings** and navigate to **Mail, Contacts, Calendars**
2. Choose **Add account:**



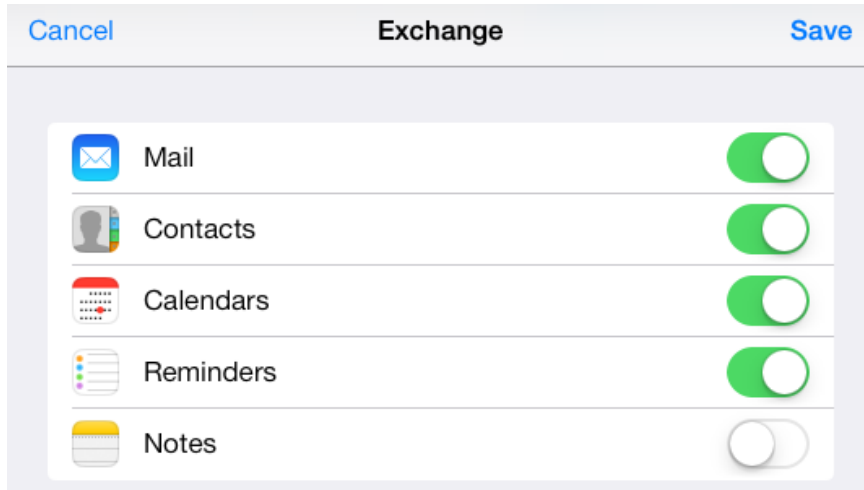
3. Choose **Exchange**



4. Enter your **email address, password, and description**. Click **Next**.



5. If prompted, change the username field to be your entire email address and change the server name to m.outlook.com Click next.
6. Accept the security settings, if prompted.
7. Configure the rest of the settings as you would like them:



8. Click **Save**.