

## How to Set Up Exchange E-Mail on an Apple (iOS) Device

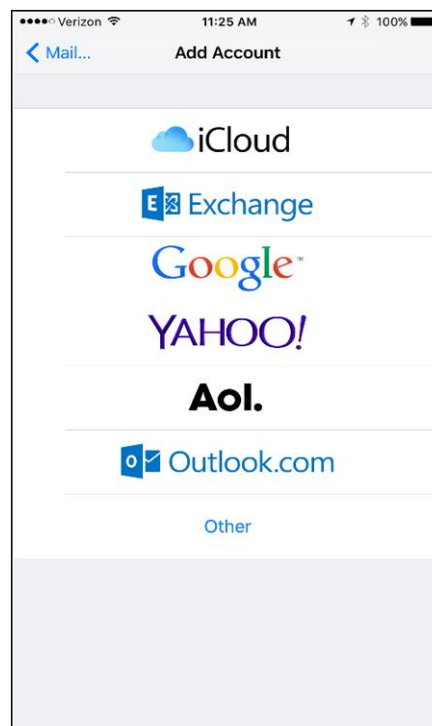
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### Introduction

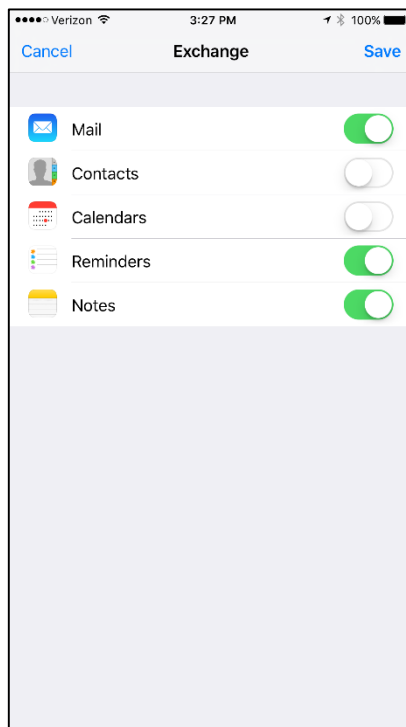
Pace Students, Faculty, and Staff can set up their Exchange email account on their Apple (iOS) device using Exchange ActiveSync.

### Setting up ActiveSync on an Apple (iOS) Device

- Launch **Settings**
- Click **Mail, Contacts, Calendars**
- Click **Add Account**

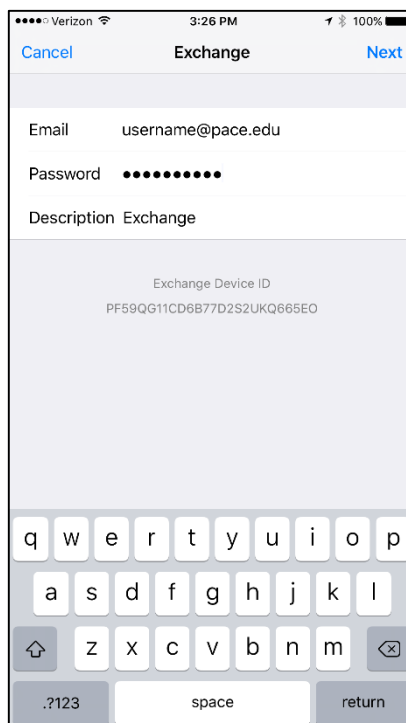


- Click **Exchange**



- Type your Pace email address in the Email field
- Type you Pace email password in the Password field

**Note: The Description field is an optional field. Any description entered is at the user's discretion.**



- Click **Save**

**Your Pace Exchange email account will now be listed in your Mail, Contacts, and Calendars.**