

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

Introduction

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

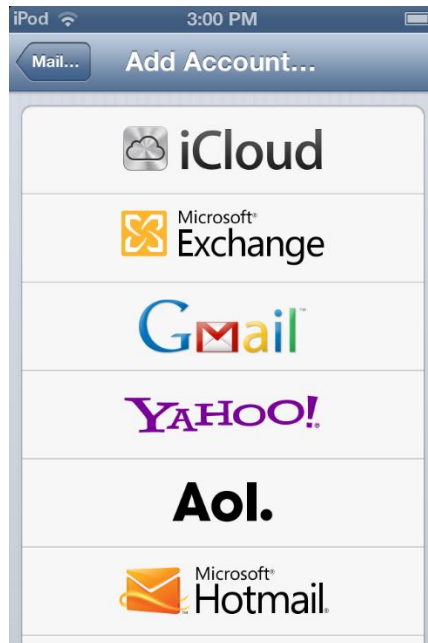
Setting Up ActiveSync on an Apple (iOS) Device

- Launch **Settings**

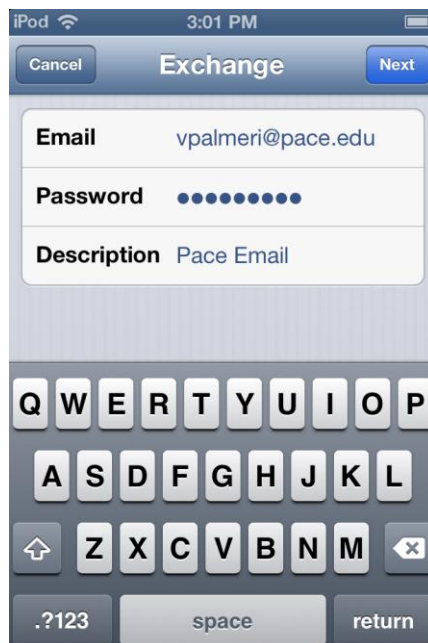


- Click **Mail, Contacts, Calendars**

The *Add Account...* screen displays



- Click **Microsoft Exchange**



- Type your Pace email address in the Email field
- Type your 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.