

Setting up your Puget Sound Microsoft Exchange email account on your iOS device

1. On your iOS device, select **Settings**



2. Select **Accounts & Passwords**



3. Select **Add Account**

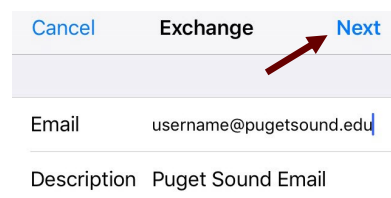


4. Select **Exchange**



5. Enter the following information then click **Next**:

Email	your university email (e.g. <i>username@pugetsound.edu</i>)
Description	what your iOS device will name the account



Cancel Exchange **Next**

Email username@pugetsound.edu

Description Puget Sound Email

6. Select **Configure Manually** when prompted

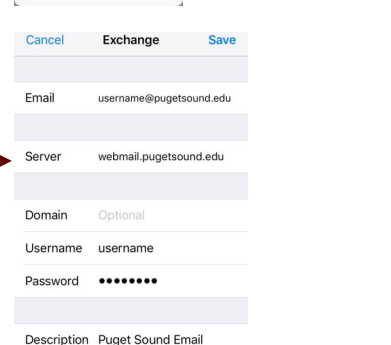


7. Enter your Puget Sound password

8. Enter the server name: **webmail.pugetsound.edu**



9. Click **Save** and wait while the information is verified



Cancel Exchange **Save**

Email username@pugetsound.edu

Server webmail.pugetsound.edu

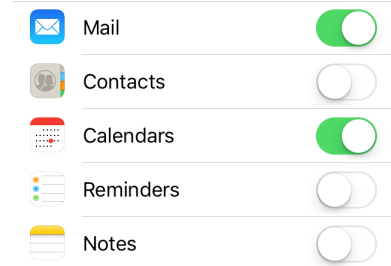
Domain Optional

Username username

Password ••••••

Description Puget Sound Email

10. Select which features of the Exchange account you would like to sync with your iOS device then click **Save**



Mail

Contacts

Calendars

Reminders

Notes

