

Email: Mail App on iOS

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Introduction

This guide will show how to set up your SCSU email account on an iOS device via the native, Apple Mail app.

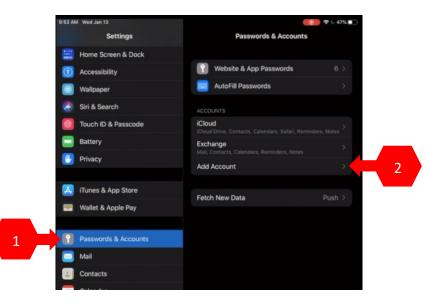
Setting up account

Device with other mail accounts previously set up

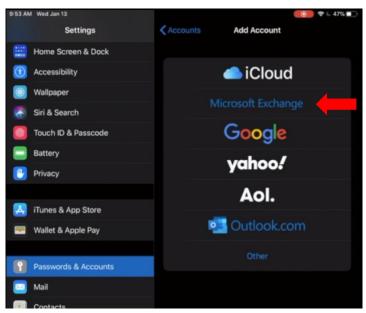
1. Open the Settings app.



2. Select "Passwords & Accounts", then "Add Account".



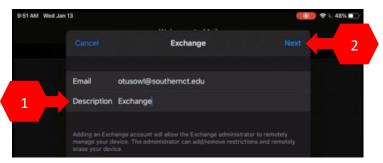
3. Select "Microsoft Exchange".



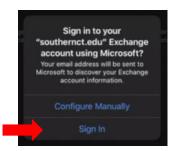
4. Enter your full SCSU email address.

9:51 AM Wed Jan	13		۲	🗢 🕻 48% 🔳
		Exchange		
	Email	otusowl@southernct.edu		
	Description			
		ange account will allow the Exchange administrator to r vice. The administrator can add/remove restrictions an ce.		

5. "Description" will default to "Exchange". This will be the title of the mailbox, which may be changed if you wish. Select "Next" when finished.



6. Select "Sign in".



7. Enter your password and authenticate your account.

← otusowl@southernct.edu Enter password	otusowl⊜southernct.edu Enter code	
Password	We texted your phone +X XXXXXXXX36. Please enter the code to sign in.	
Forgot my password	Code	
Sign in with another account	Having trouble? Sign in another way	

8. Select which iOS features to sync with your mailbox, then "Save".

Can		Exchange	Save
-			-
	Mail		
	Contacts		
	Calendars		
•	Reminders		
	Notes		

9. Your mailbox will then begin to sync.

Device with no other mail accounts previously set up

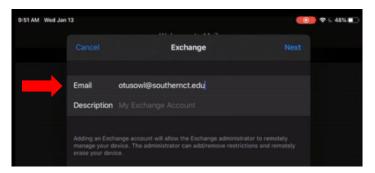
1. Open the Mail app.



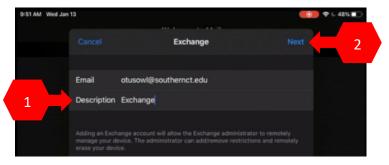
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3. Enter your full SCSU email address.



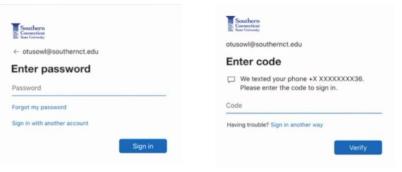
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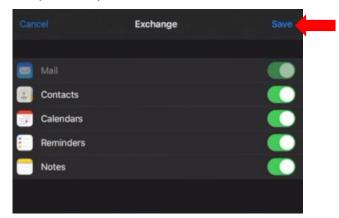
5. Select "Sign in".



6. Enter your password and authenticate your account.



7. Select which iOS features to sync with your mailbox, then "Save".



8. Your mailbox will then begin to sync.