

Add E-Mail Account

Start the **Email** app.

If you haven't yet run the Email app, the first screen you see is Account Setup.

Type the **e-mail address** and **password** for the account. Tap **Manual setup**.

Set up email Manual setup > Next

You can configure email for most accounts in a few steps

administrator@northiowa.org

.....

For the **Type of Account**, select **Microsoft Exchange ActiveSync**.

Add email account

What type of account?

POP3 account

IMAP account

Microsoft Exchange ActiveSync

Enter the following information, and tap **Next**:

Domain\user name: NI\your username

NOTE: That is a backslash after NI.

Password: your password

Exchange server: mail3.northiowa.org

Exchange server settings < Previous > Next

Domain\user name

NI\administrator

Password

.....

Exchange server

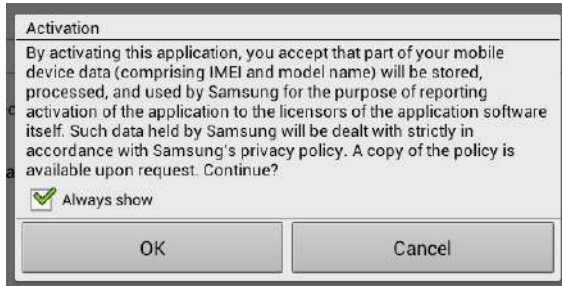
mail3.northiowa.org

Use secure connection (SSL)

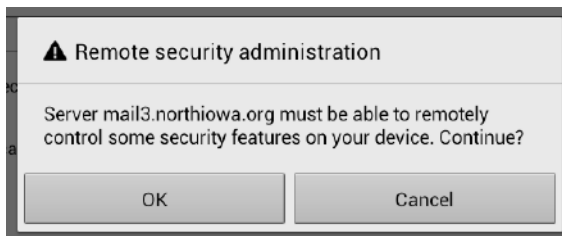
Use client certificate

Client certificate

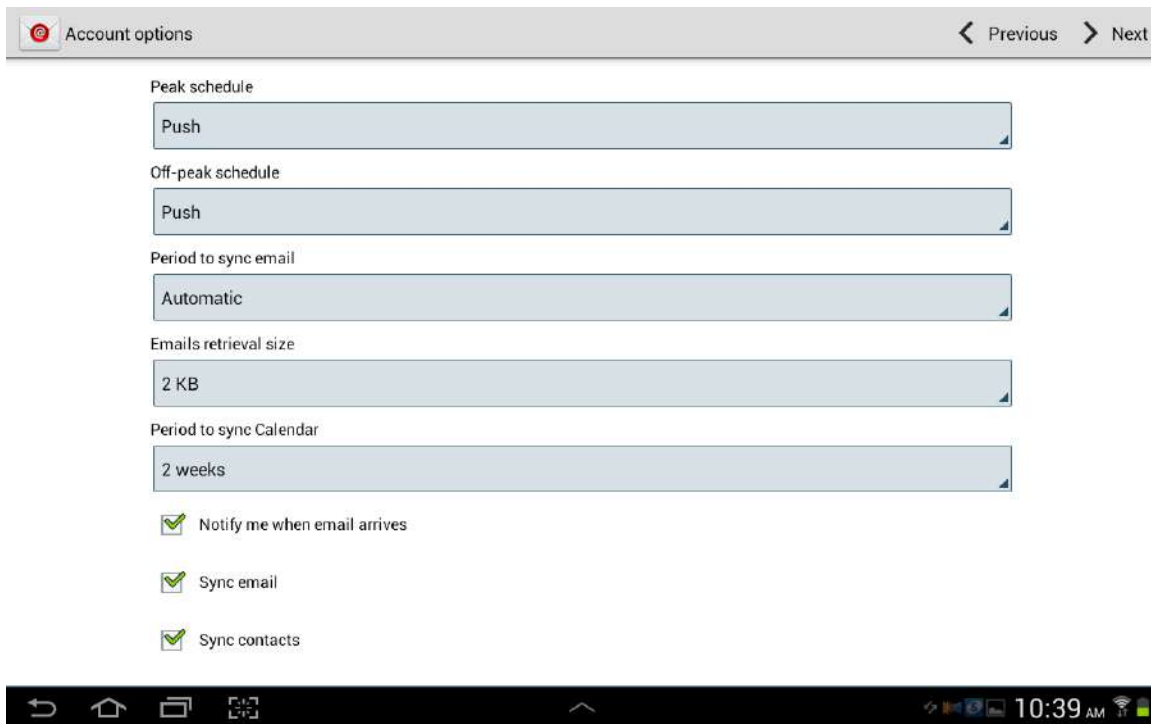
If an **Activation** message appears, tap **OK**.



If a **Remote security administration** message appears, tap **OK**.



Account options should appear. Leave as default or change the settings you choose. Tap **Next**.



If an **Activate device administrator**, message appears, tap **Activate**.



Give the account a name (optional). Tap **Done**.

