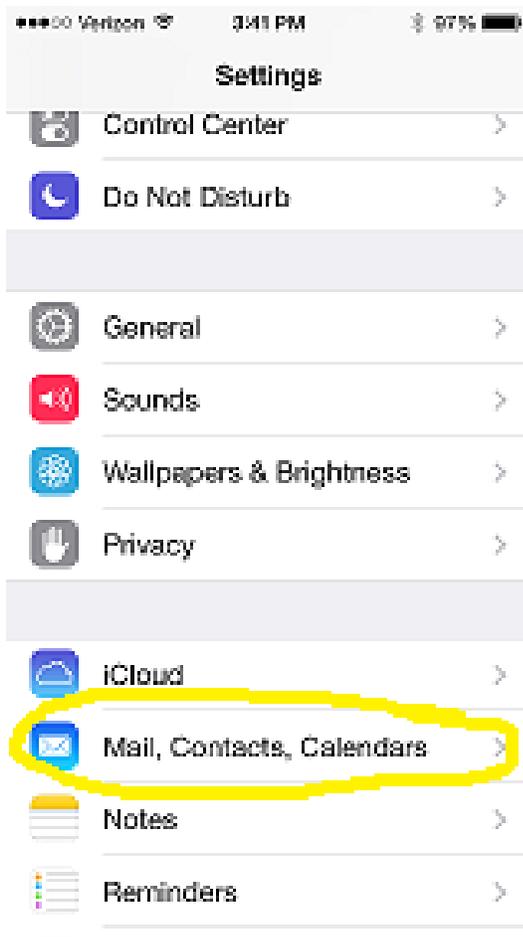


Connect to Exchange 2010 with an iOS 7 device (iPhone/iPad/iPod Touch)

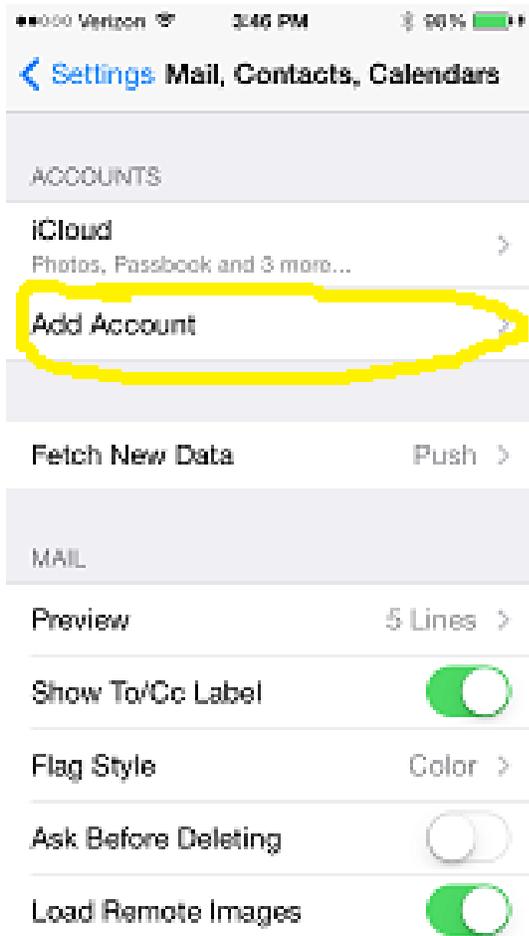
While the below screen shots are from an iPhone, the steps are similar on an iPad or iPod Touch.

1. Make sure you have access to the Internet (whether through cellular data or through WiFi).
2. Open the Settings screen/app and scroll down to "Mail, Contacts, Calendars".

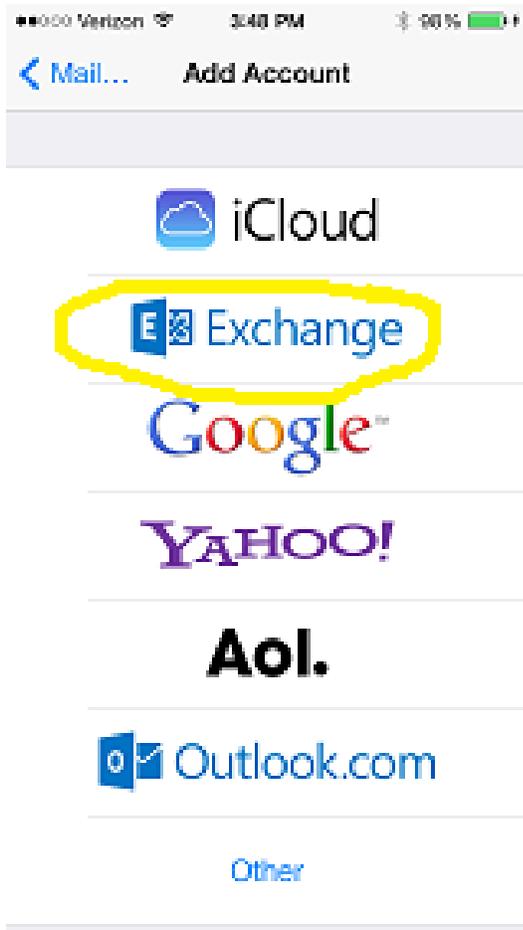


3. Tap on "Mail, Contacts, Calendars".

4. In the "Mail, Contacts, Calendars" screen, tap on "Add Account..."



5. In the "Add Account..." screen, tap on "Exchange".



6. In the "Exchange" window, enter your:

Email Address

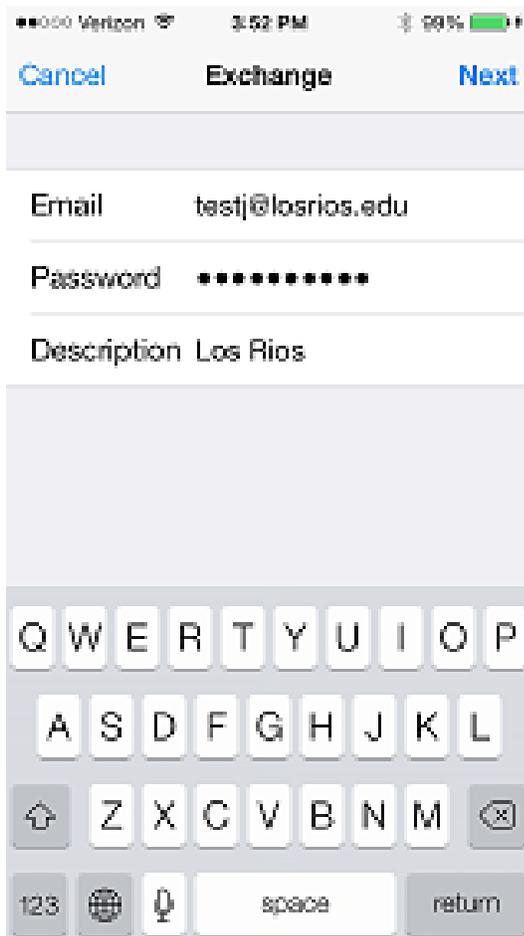
(Usually LastnameFirstInitial@losrios.edu)

Password

Same password you use when you login to your PC

Description

Anything that makes sense to you. This is just a comment field for your benefit.



7. Tap the "Next" button.

8. At this point the magic happens. During this "Verifying" step it communicates with the Los Rios email servers to not only verify your credentials, but also lookup your email server name.

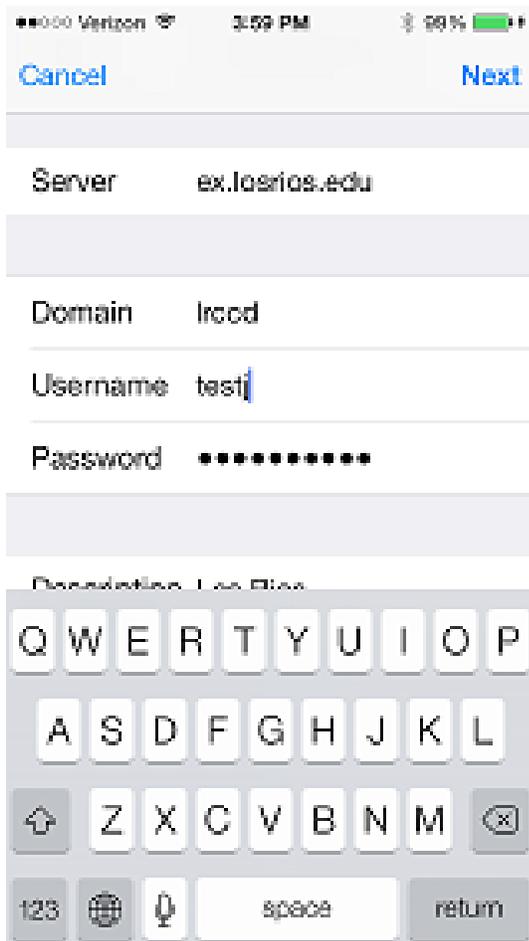


9. If all goes well, it will return you to the "Exchange" window with a few new fields.

In the "Server" field, enter in "ex.losrios.edu"

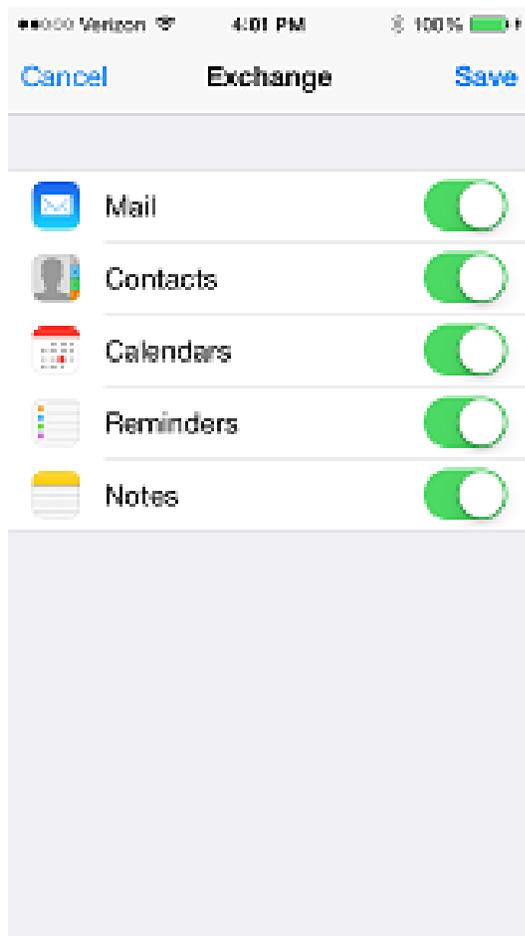
In the "Domain" field, enter in "lrccd"

In the "Username" field, enter in your domain name (like you use on your PC)



10. Tap the "Next" button.

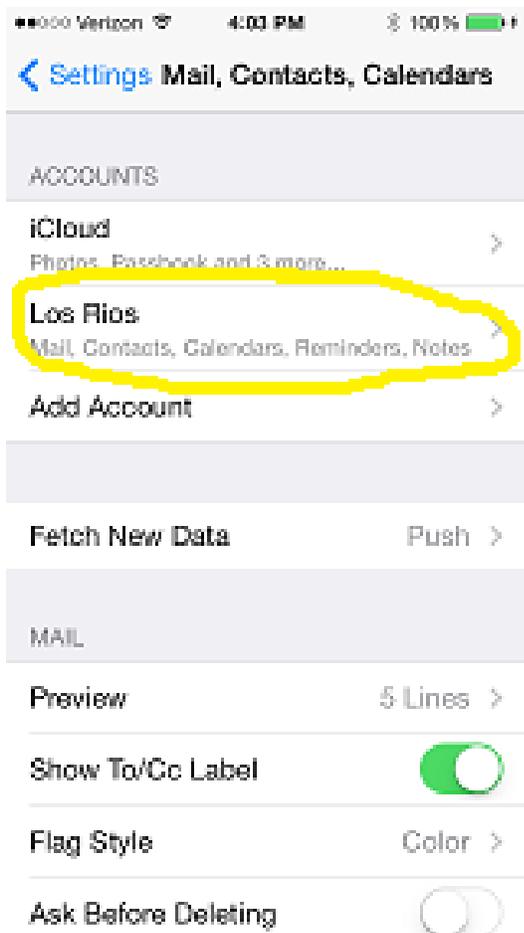
11. A screen will appear asking you which parts of your Exchange Account you would like to have sync to your phone. Leaving them all on is suggested.



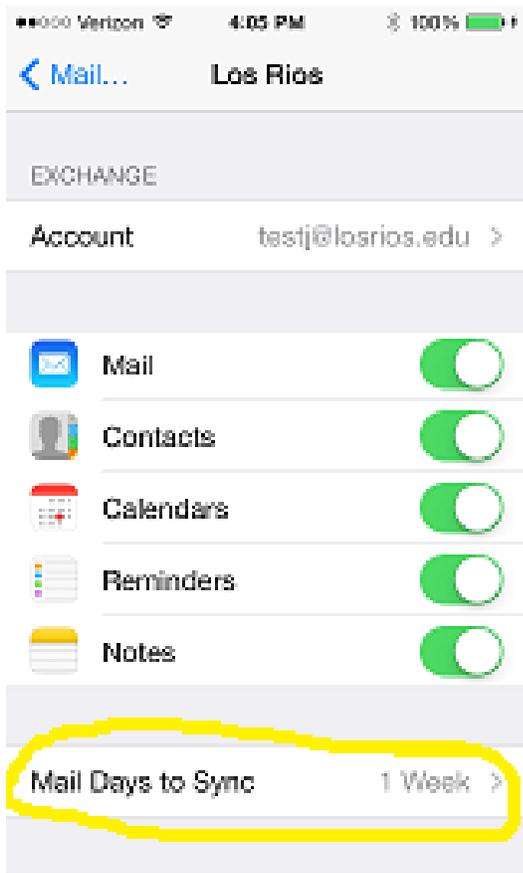
12. Tap the "Save" button.

13. At this point, your phone is setup and you are free to click the home button and enjoy your email. The last steps are optional.

14. In the "Mail, Contacts, Calendars" screen, tap the new account you created to connect with the Los Rios Exchange server.



15. A new option will appear asking how many "Mail Days to Sync".



Delete Account

16. By default, it will be 1 Week. You can modify this settings, but beware that this will increase your data usage on that initial sync. Simply tap the "Mail Days to Sync" button.

17. At this point, configuration is complete. Click your Home button and enjoy.