
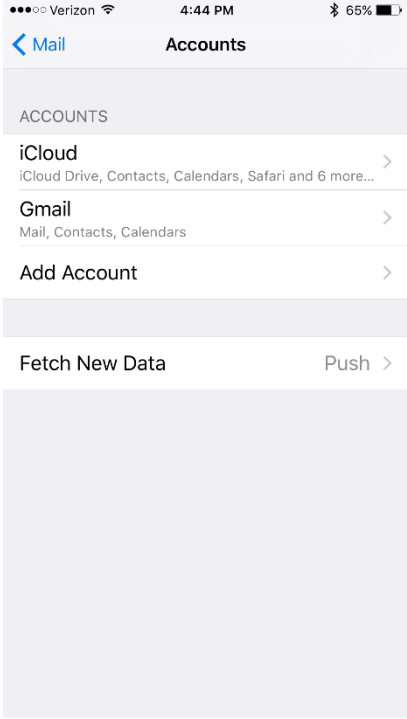
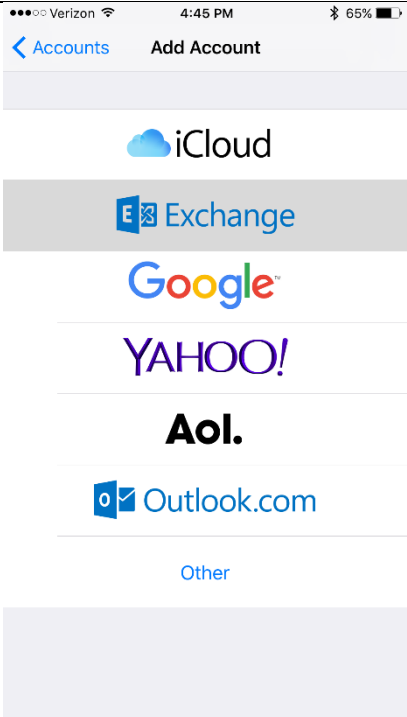




Configuring iPhone for Office 365 Email Using Apple Email Application

<p>1. On the iPhone, click on Settings icon , then Mail</p> <p>2. Click on Accounts, then "Add Account"</p>	 <p>The screenshot shows the 'Accounts' screen in the Mail app. At the top, there is a back arrow and the word 'Mail'. Below that is the title 'Accounts'. Under the heading 'ACCOUNTS', there are three entries: 'iCloud' with a right arrow and subtext 'iCloud Drive, Contacts, Calendars, Safari and 6 more...'; 'Gmail' with a right arrow and subtext 'Mail, Contacts, Calendars'; and 'Add Account' with a right arrow. Below these is a section for 'Fetch New Data' with a 'Push' option and a right arrow.</p>
<p>3. Select "Exchange" for account type</p>	 <p>The screenshot shows the 'Add Account' screen in the Mail app. At the top, there is a back arrow and the word 'Accounts', followed by the title 'Add Account'. Below this, there are several account type options: 'iCloud', 'Exchange' (which is highlighted with a grey background), 'Google', 'YAHOO!', 'Aol.', 'Outlook.com', and 'Other'.</p>

4. Enter your email address as **username@uncp.edu** (where *username* is your UNCP network account username). Password is your UNCP network account password. Enter a name for this account (“UNCP” in this example), then click “Next”.

Verizon 8:02 AM

Cancel Exchange Next

Email username@uncp.edu

Password ●●●●●●●●

Description UNCP

Exchange Device ID

q w e r t y u i o p
a s d f g h j k l
z x c v b n m
123 space return

5. In the Settings, verify your email, then
Server = outlook.office365.com
Domain = *leave blank*
Username = username@uncp.edu
Password = your UNCP network account password
- Then click “Next”.

Verizon 8:10 AM

Cancel Next

Email username@uncp.edu

Server outlook.office365.com

Domain Optional


Username username@uncp.edu

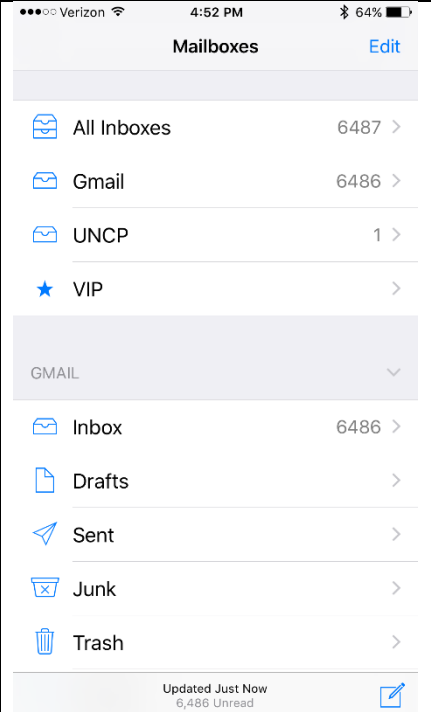
Password ●●●●●●●●

Description UNCP

q w e r t y u i o p
a s d f g h j k l
z x c v b n m
123 space @ . return

6. It will then launch the Apple email mobile app or you

can get to it via the email icon . You will see the new UNCP mailbox



7. You're done! If you click on the "UNCP" account, you will now see your email.

