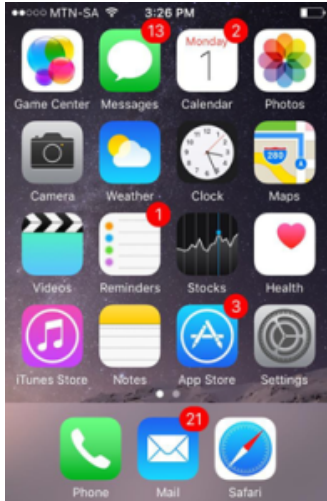


Configure Office 365 email on iOS device

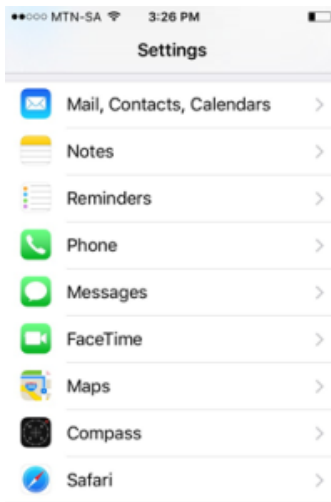
Step by step instructions on how to configure your email account on your iOS device.

Step-by-step guide

1. Go to **Settings** on your iOS device



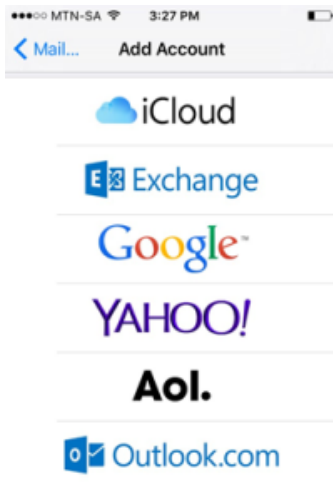
2. Select the **Mail, Contact, Calendar**



3. Select Add Account



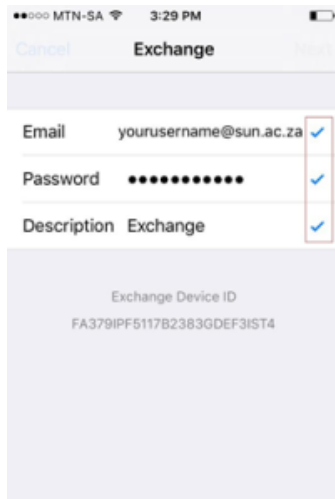
4. Select Exchange



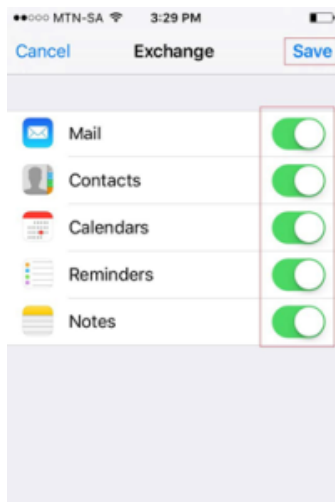
5. Enter your E-mail Address and Password and select Next



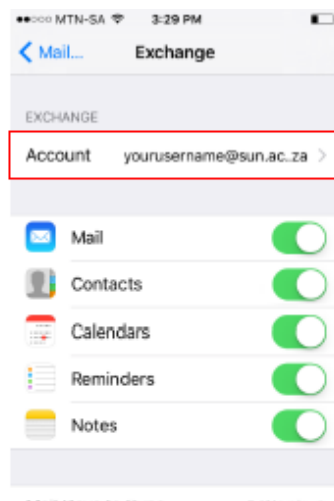
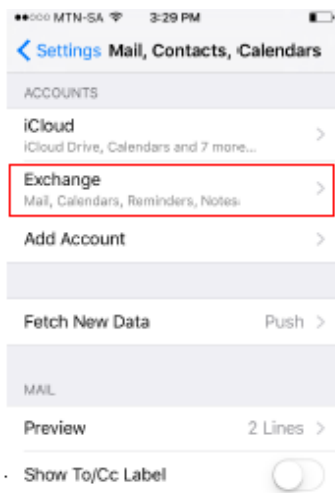
6. Your email address and password will be verified




7. Enable all the items you would like to sync to your device and select Save when done



8. To confirm your settings, select Exchange and then select your email address



9. Confirm the server address as displayed below.



The screenshot shows an iPhone screen with the status bar at the top displaying 'MTN-SA', signal strength, Wi-Fi, and the time '3:30 PM'. The screen title is 'Account'. Below the title are three buttons: 'Cancel' (blue), 'Account' (black), and 'Done' (blue). The configuration details are as follows:

Email	yourusername@sun.ac.za
Server	outlook.office365.com
Domain	Optional
Username	yourusername@sun.ac.za
Password	••••••••••
Description	Exchange



Related articles

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