

Exchange: Apple iOS Device Setup

Please be aware you may need a passcode or security pin set up on your mobile device before adding your email account.

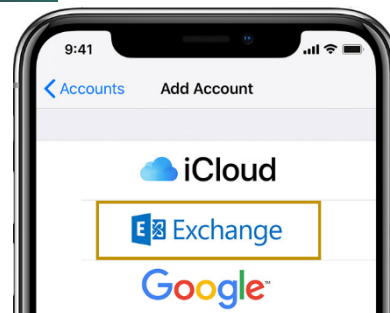
As your device is not a University asset, support from the IT Service Desks for this service is minimal.

Please make sure you are connected to the internet before you complete the steps below. To check you

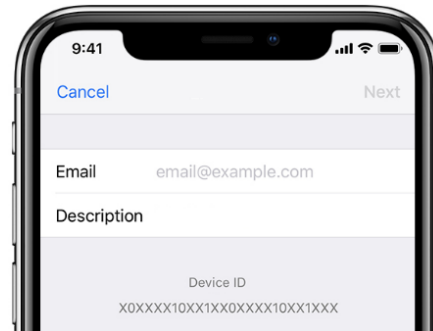
1. Tap **Settings** from the Home Screen
2. Select **Passwords & Accounts**



3. Tap **Add Account**
4. Select **Exchange** from the list



5. Enter your **email address**
firstname.lastname@nd.edu.au
6. Enter a description of the account
7. Click **Next**



8. Select what content you would like to sync to your phone.
9. Click **Save**



You may be prompted to complete a manual set up of your mail account.

10. Tap **Configure Manually**

Enter the following details to complete the setup.

Email: firstname.lastname@nd.edu.au
 Server: owa.nd.edu.au
 Domain: *(empty)*
 Username: firstname.lastname@nd.edu.au
 Password: same as your windows password
 Description: *(prefilled)*

| | |
|-------------|-----------------------|
| Email | 32001234@my.nd.edu.au |
| Server | outlook.office365.com |
| Domain | Optional |
| Username | 32001234@my.nd.edu.au |
| Password | ●●●●●●●● |
| Description | Student |

Please kindly contact your campus Service Desk if you require assistance.

| Fremantle | Sydney | Broome |
|--|--|--|
| 08 9433 0999 8am – 5pm WAST | 02 8204 4444 8am – 5pm AEST | 08 9192 0632 8am – 4:30pm WAST |
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