To set up Mobile Sync, perform the following steps:

Note:* Your iPhone must be **3G or newer running **iOS 4.0 or newer and your mailbox** will need a Mobile Sync License assigned to it before proceeding

1. On the main **Home** screen, tap the **Settings** icon on your iPhone



2. Tap Mail, Contacts, Calendars, Add Account then Microsoft Exchange

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Brightness	>	Add Account >	Exchange
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S Phone	>	Preview 2 Lines >	TVHOO!"
🛃 Safari	>	Minimum Font Size Medium >	Aol.
Messages	>	Show To/Cc Label OFF	Othor
iPod	>	Ask Before Deleting OFF	other

3. The Exchange setup screen will open; you'll then enter the following information:

- <u>Email</u>: Enter your entire email address (e.g., myname@mydomain.com), using all lowercase letters
- Domain: Leave this field blank
- Username Enter in your entire email address again
- <u>Password</u> Enter in the password for your email account
- <u>Description</u> Enter a descriptive name for your account (e.g., My Work Account). This description will be visible only to you



***Note:** the device will attempt to verify the account. You may receive an "Unable to Verify Certificate message," go ahead and Tap the **Accept** button.

4. Next, tap the **Server** field, and enter: **mobilesync.emailsrvr.com**

*If confirmed, you'll check marks next to every field

5. Tap the **ON/OFF** buttons to select which information you would like to synchronize and then tap the **Save** button when finished



***Note:** Your iPhone may take a moment to sync all your information depending on how much data you have