How to setup ECC Office 365 email on an iPhone/iPad

FIRST TIME USERS

1. Go to Settings > Mail



3. Tap Add Account



2. Then tap Accounts



4. Then select your **email** provider.





5. Enter your email address and a description.



7. Enter your email password.



6. Tap on "Configure Manually"



8. On Server name type outlook.office365.com and then tap Next

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Cancel	Exchange	Next	
Email	apple@essex.edu		
Server	outlook.office365.	com	
Domain	Optional		
Username	apple@essex.edu		
Password			
Description	ECC EMAIL		
Adding an Exchange account will allow the Exchange administrator to remotely manage your device. The administrator can add/remove restrictions and remotely erase your device.			
Exchange Device ID			
7HQMQ2NC1D65F5F3KPIF6LQ0S0			



9. Wait for Mail to verify your account



10. Choose information from your email account, then tap **Save.**



MIGRATED USERS: Reconfigure your ECC Mail to Office 365

1. Go to Settings > Mail



2. Then tap Accounts





3. Tap your current ECC account to edit it



4. Edit the information as it appears here and click Done when finished

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	Cancel	Account	Done
	Email	apple@essex.edu	
	Server	outlook.office365.com	
B	Domain Username	Optional apple@essex.edu	
	Password		
	Description	ECC EMAIL	
	Advanced S	ettings	>

- A. Change Server to outlook.office365.com
- **B.** Leave **Domain** blank
- C. Change Username to your ECC email address

