

Setting up MISD email on your cell phone

Here you will find instructions for setting up email on your phone. The images below are using an iPhone, however many other phones will work. Some phones do not support Exchange. If your phone does not have Exchange, choose webmail as an alternative. Please keep in mind that we do not support personal hardware. These instructions are here to assist you with setting up your own equipment.



1. Go to Settings on your phone. Some phones will have a messaging menu which will have settings within.



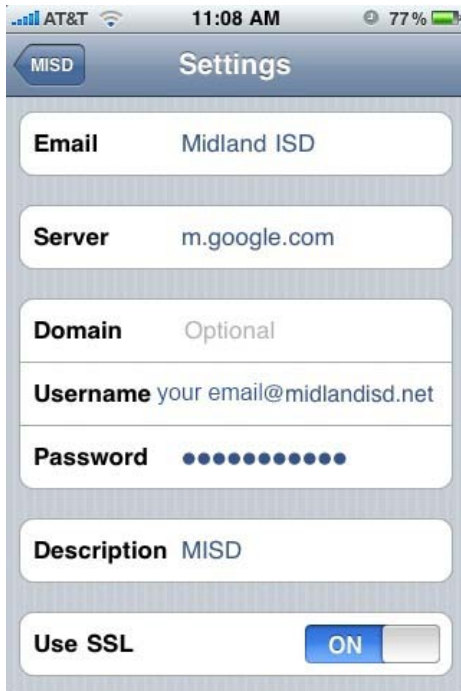
2. Choose Mail, Contacts, Calendars.



3. Select Add Account...



4. Choose Exchange if available. Otherwise choose webmail or Gmail.



5. Choose the settings above. The server option will not show until after you click next. These settings should be standard on any phone.



6. Select which features you want to sync. If you choose to sync contacts and calendars, keep in mind it will need to delete the local data and replace with the information stored in Google. Some people prefer to only sync mail and calendars.