Configuring an iPhone to Connect to SOM Email
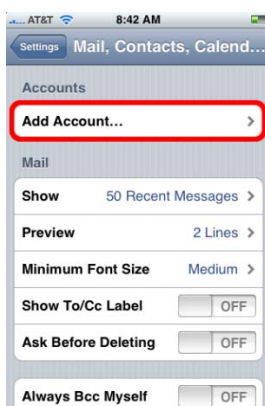
1.) From the Home Screen, select the **Settings** icon
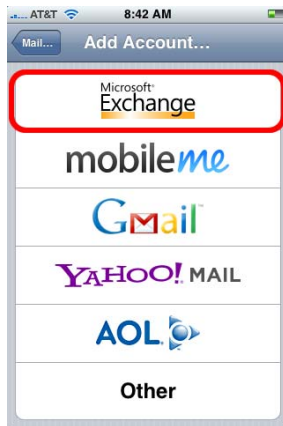
2.) Select **Mail, Contacts, Calendars**

3.) Under **Accounts**, select **Add Account…**

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4.) Set up a new mail account by selecting **Microsoft Exchange**

5.) Enter your email address (e.g. JDoe@som.umaryland.edu) in the **Email** box.

6.) Enter your SOM username (e.g. SOM\JDoe) in the **Username** box.

7.) Enter your SOM password in the **Password** box.
8.) The iPhone will now try to automatically discover the SOM Email Servers. Note: if it prompts you to enter **Server**, type in mail.som.umaryland.edu
9.) **Tap the home button and go into Mail**. You should see your new account appear, and it should show your folders and email messages within a few moments. Congratulations, your Email is now set up!

Calendar and Contacts

1.) **Once you're sure email is working, go back into the Exchange Account Settings tab and select "ON**" to sync your SOM Email Calendar and Contacts with the iPhone.

2.) Select **"Sync" when the iPhone warns you about deleting your existing entries**. Make sure that you're ok with this before tapping "Sync."

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Wait a little bit after the iPhone enables Sync. Do not expect to see everything there immediately. It may take about 5 minutes until everything is fully integrated.