Exchange Active Sync on Apple iPad

Follow these steps to setup your Exchange ActiveSync account your iPad:

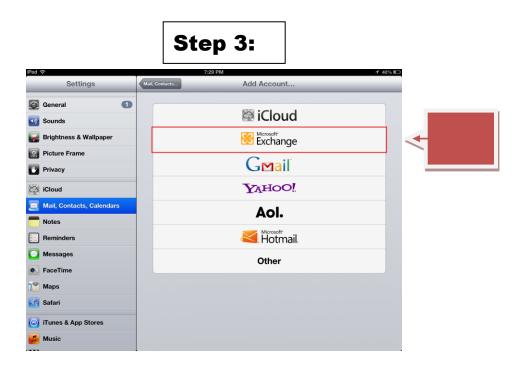
1. Tap Settings



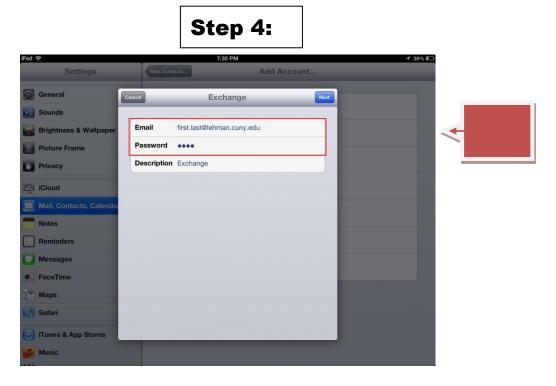
2. Mail, Contacts, Calendars > Add Account



3. Microsoft Exchange.



4. Enter "Email Address", (e.g. <u>first.last@lehman.cuny.edu</u>), Enter "Password", then hit **Next**.



5. Enter "Email Address" : (e.g. first.last@lehman.cuny.edu),

Enter "Server": mail.lehman.edu

Enter "Domain": Ic

Enter Lehman Email Username and Password, then hit Next:

			St	tep 5:]	
iPad	^		7:06 PM		83%	
	Settings	Mail, Conta	icts	Add Account		
*	Airplane Mode	incel	Exchange	No		
Ŷ	Wi-Fi lehman_c		Exonange		-	
*	Bluetooth	Email	first.last@lehman.cuny.ed	du		_
C	Do Not Disturb	Server	mail.lehman.edu			
	Notifications	Server	maillenman.edu			<
0	General	Domain	lc			
•	Sounds	Username	first.last			
-	Brightness & Wallpaper	Password	••••			_
2	Picture Frame	Description	Exchange			_
V	Privacy					_
0	iCloud					_
	Mail, Contacts, Calendar					_
	Notes					
	Reminders					
	Messages					

6. Choose which content you would like to synchronize: **Mail**, **Contacts**, and **Calendars**. Tap **Save** when finished.

Note: To modify your exchange settings, Tap **Settings > Mail, Contacts, Calendars**, select your Exchange account, and tap **Account Info.**

NOTE: Your emails should start flowing into your mail app once you have completed these steps. Please contact the IT Center Help Desk (Carman Hall 108 or (718) 960-1111 or <u>help.desk@Lehman.cuny.edu</u> if further assistance is needed.