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How to setup Exchange on the iPhone (iOS 10.2)

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Introduction:

This purpose of following documentation is to provide end users complete configuration steps in setting up an iPhone (iOS 10.2) with Exchange.

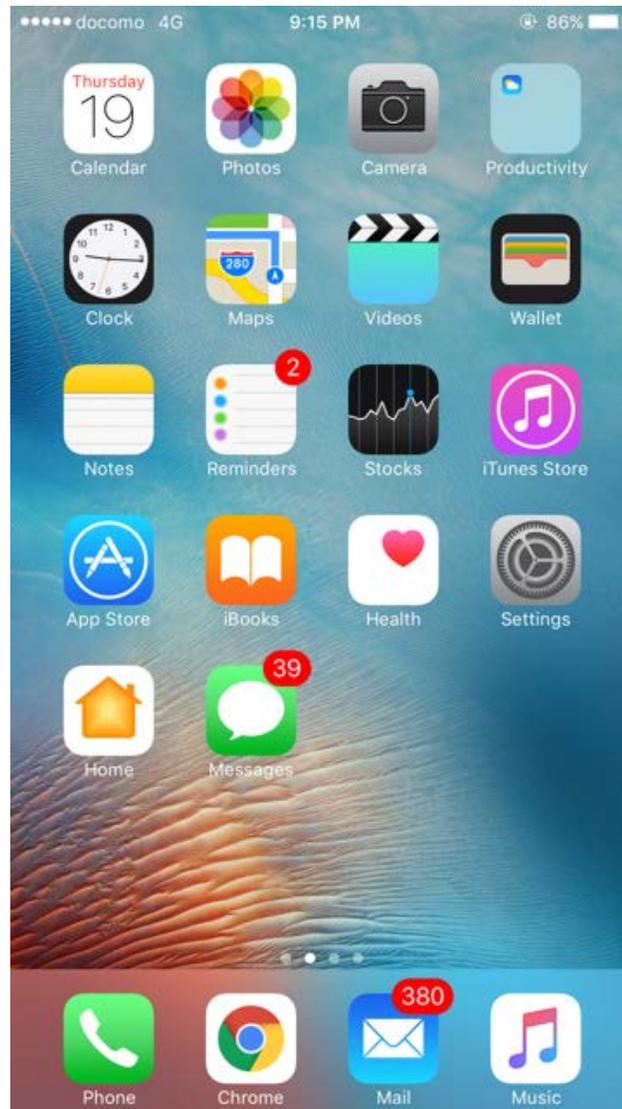
Requirements:

- An Exchange mailbox setup in the panel with ActiveSync enabled
- An Exchange 2010 mailbox subscription

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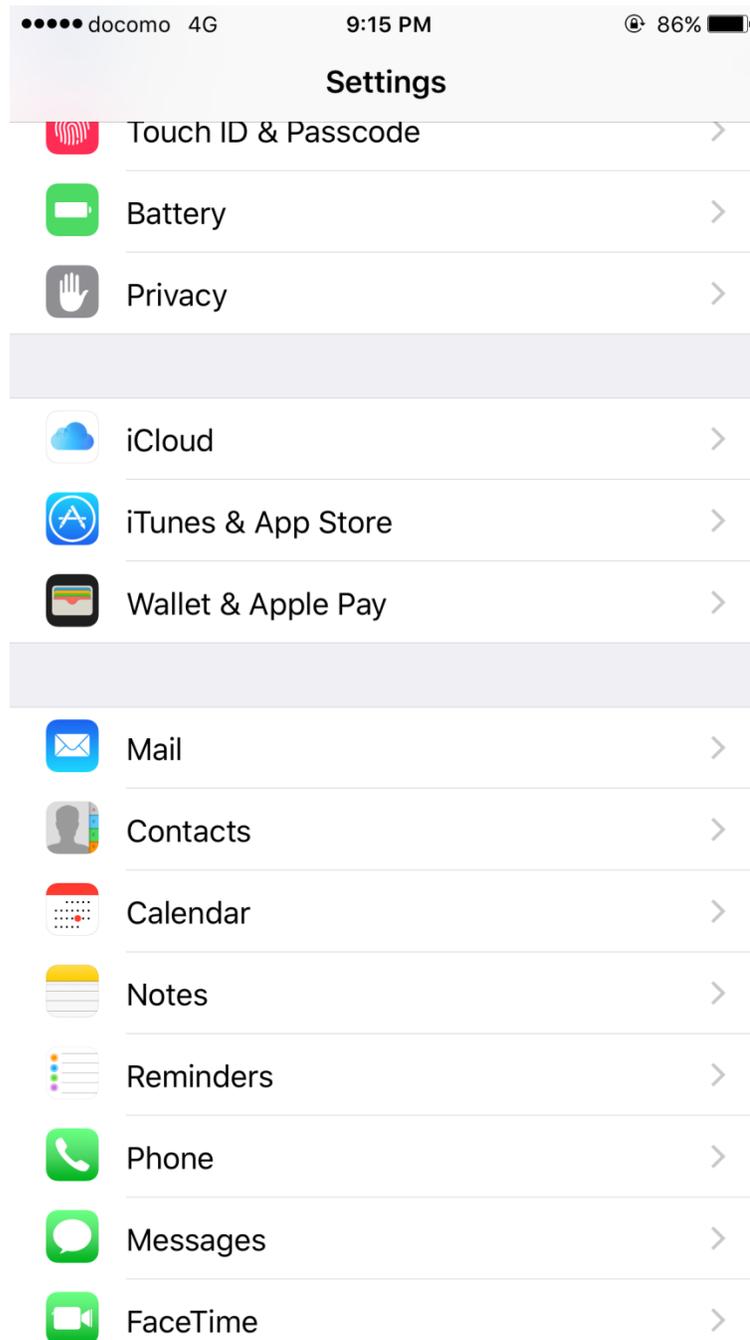
Steps:

1. From the home screen, select the **Settings** icon.



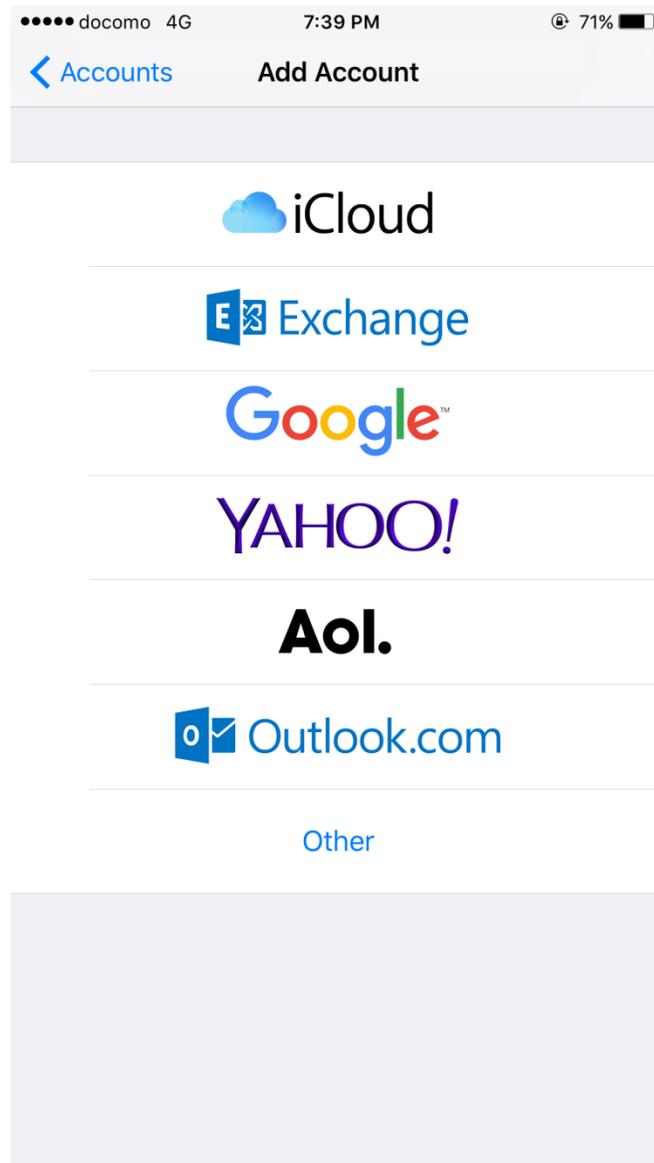
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2. Scroll down and select **Mail**.



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3. Select **Exchange**.



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4. Enter in your email details. Full Email address, email password and an optional description.

•••• docomo 4G 7:39 PM @ 71%

Cancel Exchange Next

Email test@... .com

Password ••••••••••

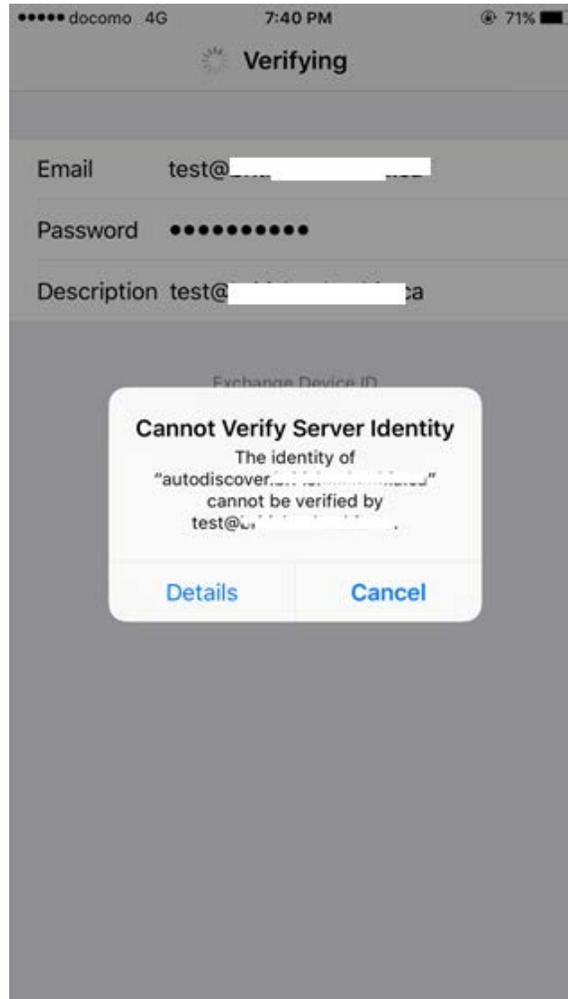
Description test@... .com

Exchange Device ID
C... PC... S... CC

1 2 3 4 5 6 7 8 9 0
- / : ; () \$ & @ "
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5. It may setup automatically, or you may get a warning. Below shows that it could not find the settings, so you will need to enter in the details manually. If you get the below screen, select **“Cancel”**. And enter the settings manually.



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6. Enter in the email address, server name as “**casvip2.hosting.ca**”, Username as the email address, and email password. And an optional description.

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Cancel Next

Email test@... .ca

Server casvip2.hosting.ca

Domain Optional

Username test@... .ca

Password ●●●●●●●●

Description test@... .ca

q w e r t y u i o p
a s d f g h j k l
⬆ z x c v b n m ⬇
123 🌐 🗣 space return

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7. After verifying the mailbox details, you will be able to select the items to sync. Select **Save** to save your new exchange account to the phone.

