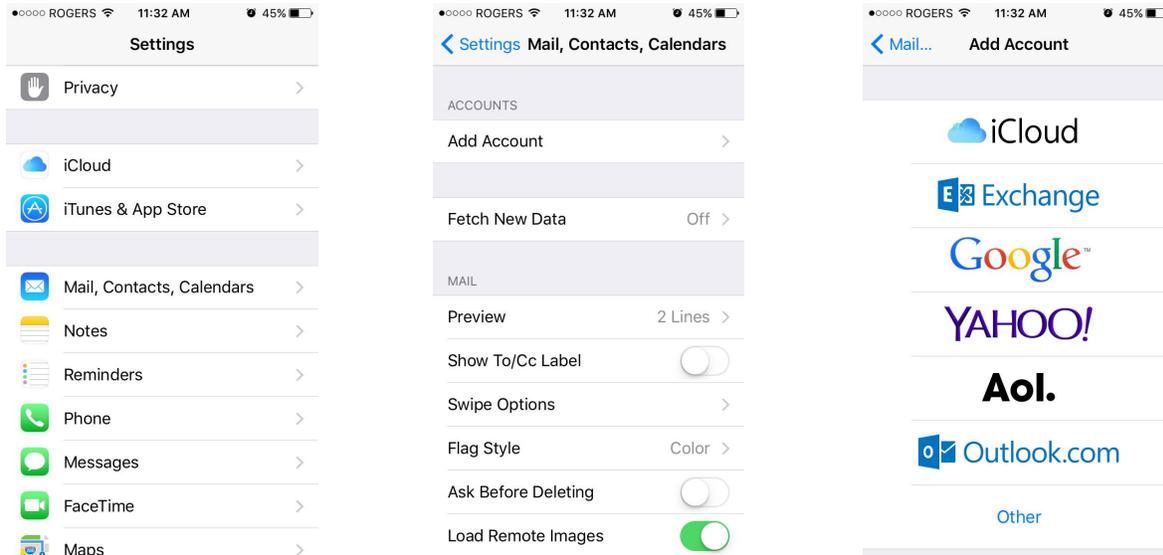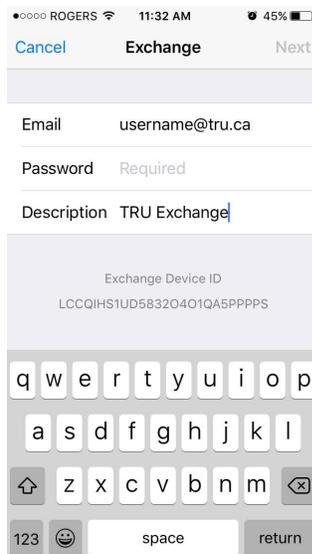## Setting up Exchange ActiveSync on IOS (iPhone/iPad)

Select "Settings" - "Mail, Contacts, Calendars" - "Add Account" - "Exchange".
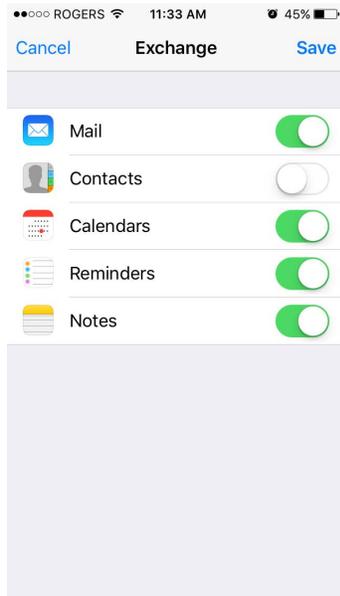
Complete the following fields:

Email: Your network username + @tru.ca (Most e-mail addresses match the username, but if yours does not match, please use your network (Active Directory) username and add "@tru.ca")

Password: Your network password (The same password you use to log into your PC on campus)

Description: TRU Exchange

Select "Next" - Your iOS device will now try to locate your Exchange Server.

Choose which content you would like to synchronize: Mail, Contacts, and Calendars. Tap save when finished. (Defaults are recommended)

It may take some time before mail starts to appear on your device.   Please be patient.

Note: To modify your exchange settings, select "Settings" - "Mail, Contacts, Calendars", select your "Exchange account", and select "Account Info"