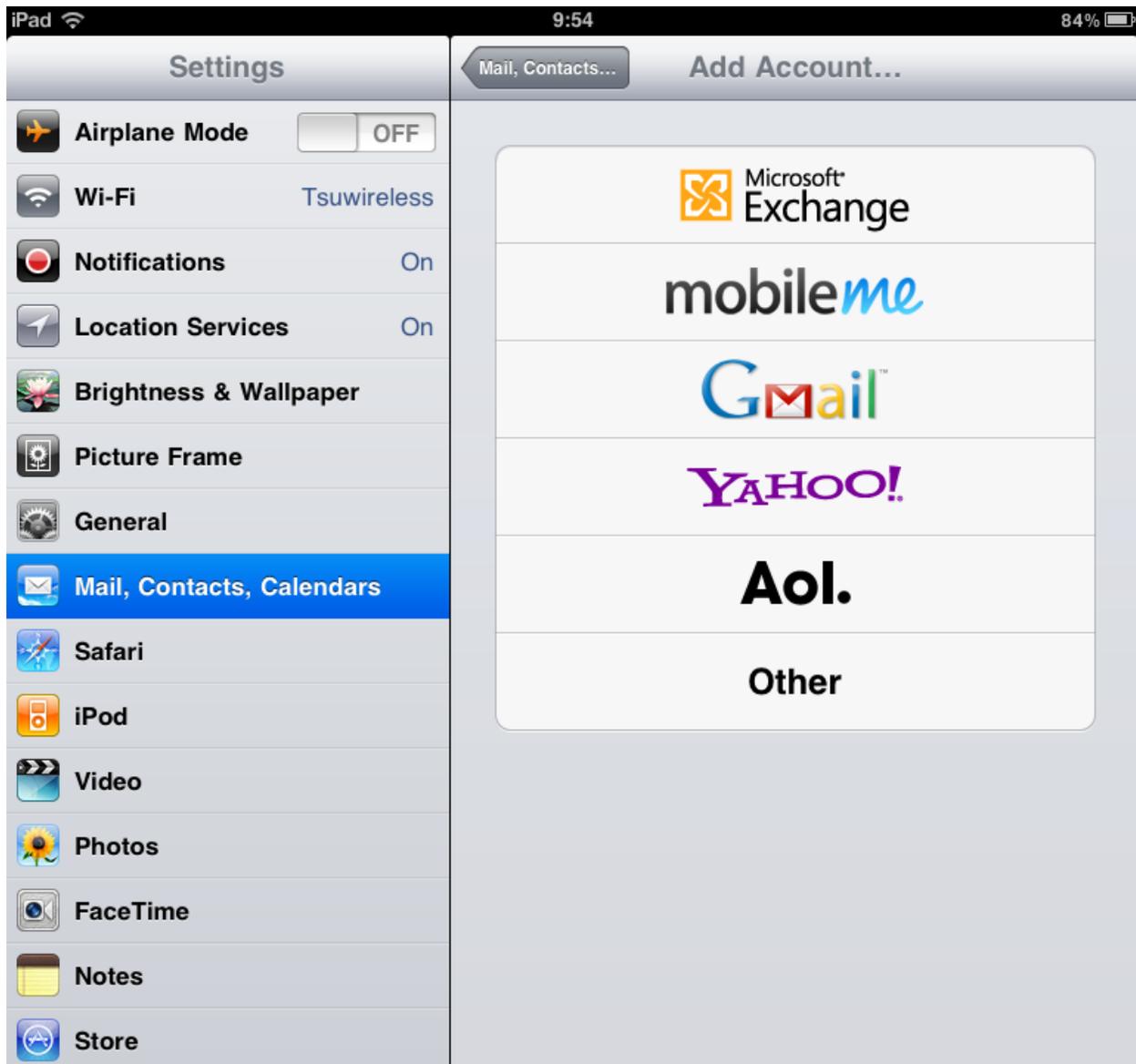


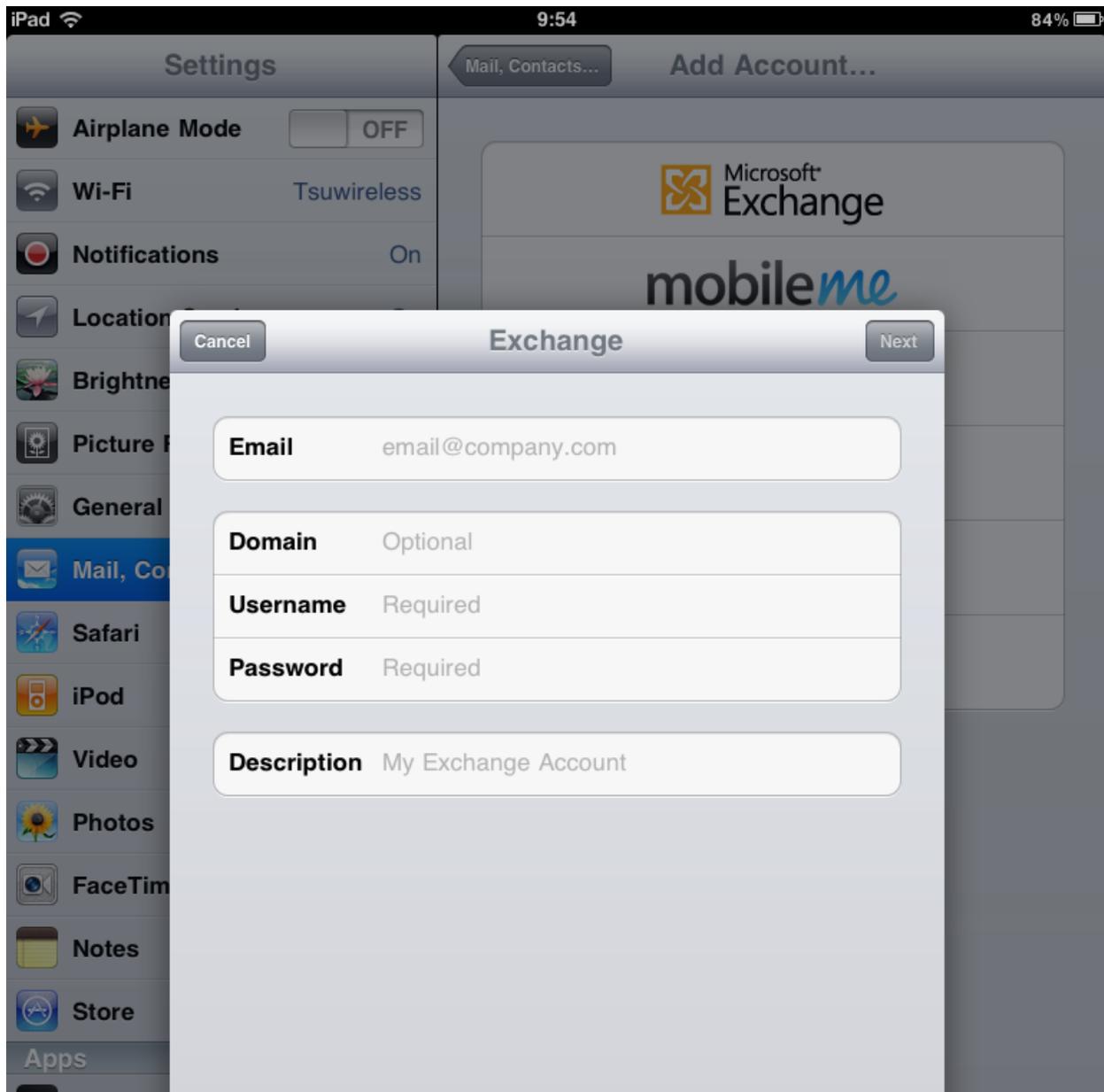
How to set up Microsoft Email on an Ipad



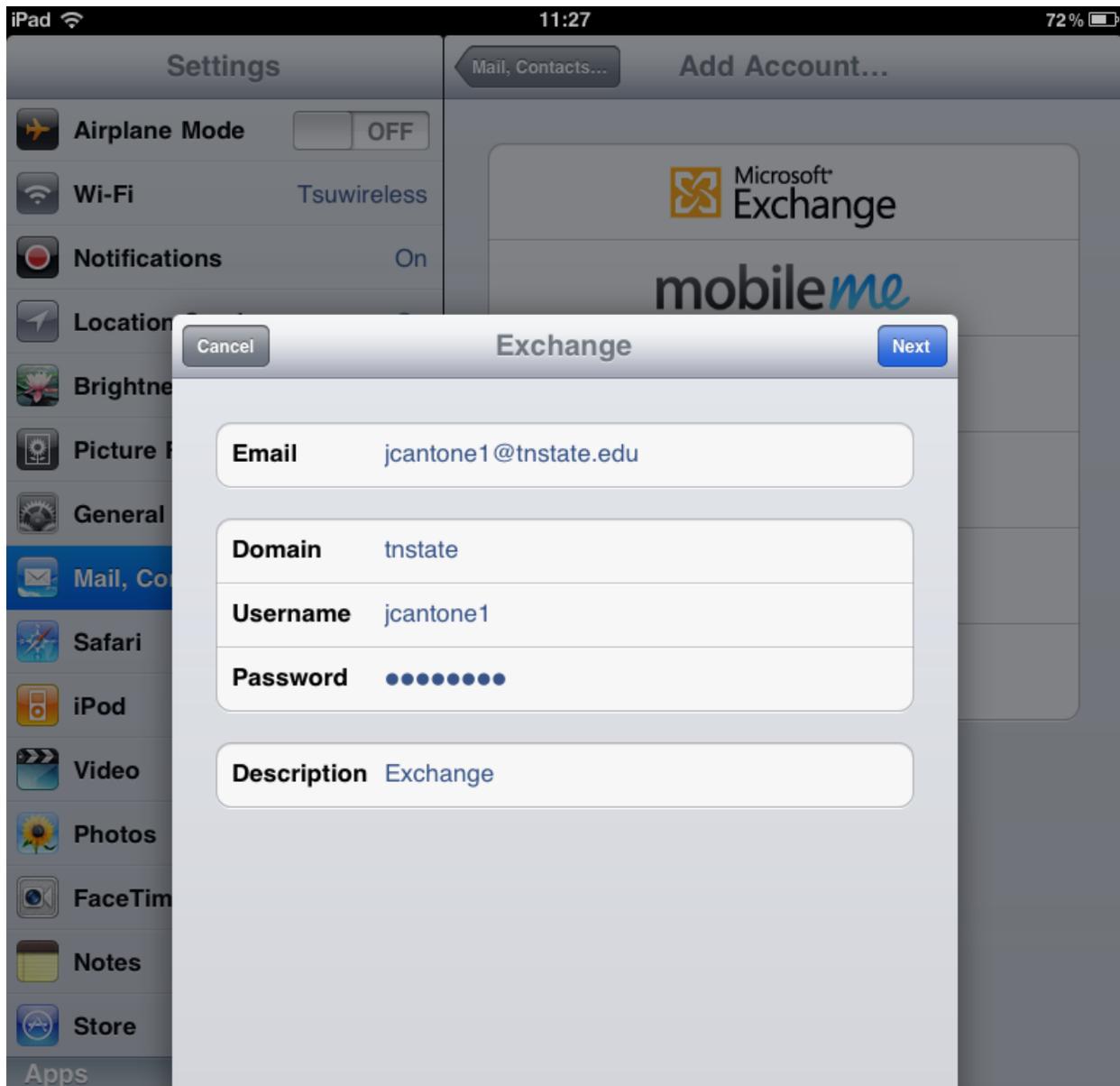
- **Start by clicking on Settings**



- **Select Mail, Contacts, Calendars**
 - **Microsoft Exchange**



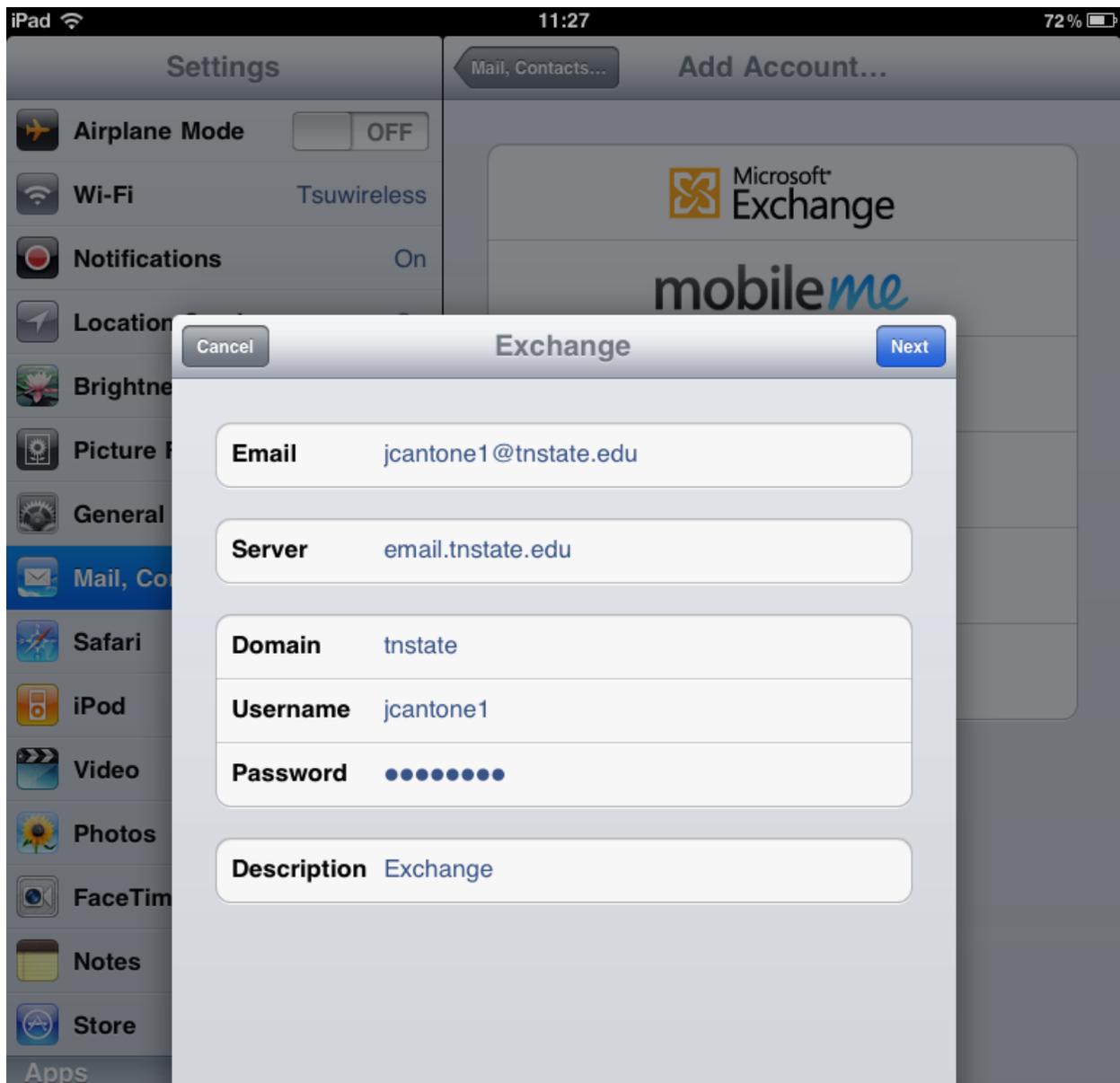
- **Your screen should now look like this**



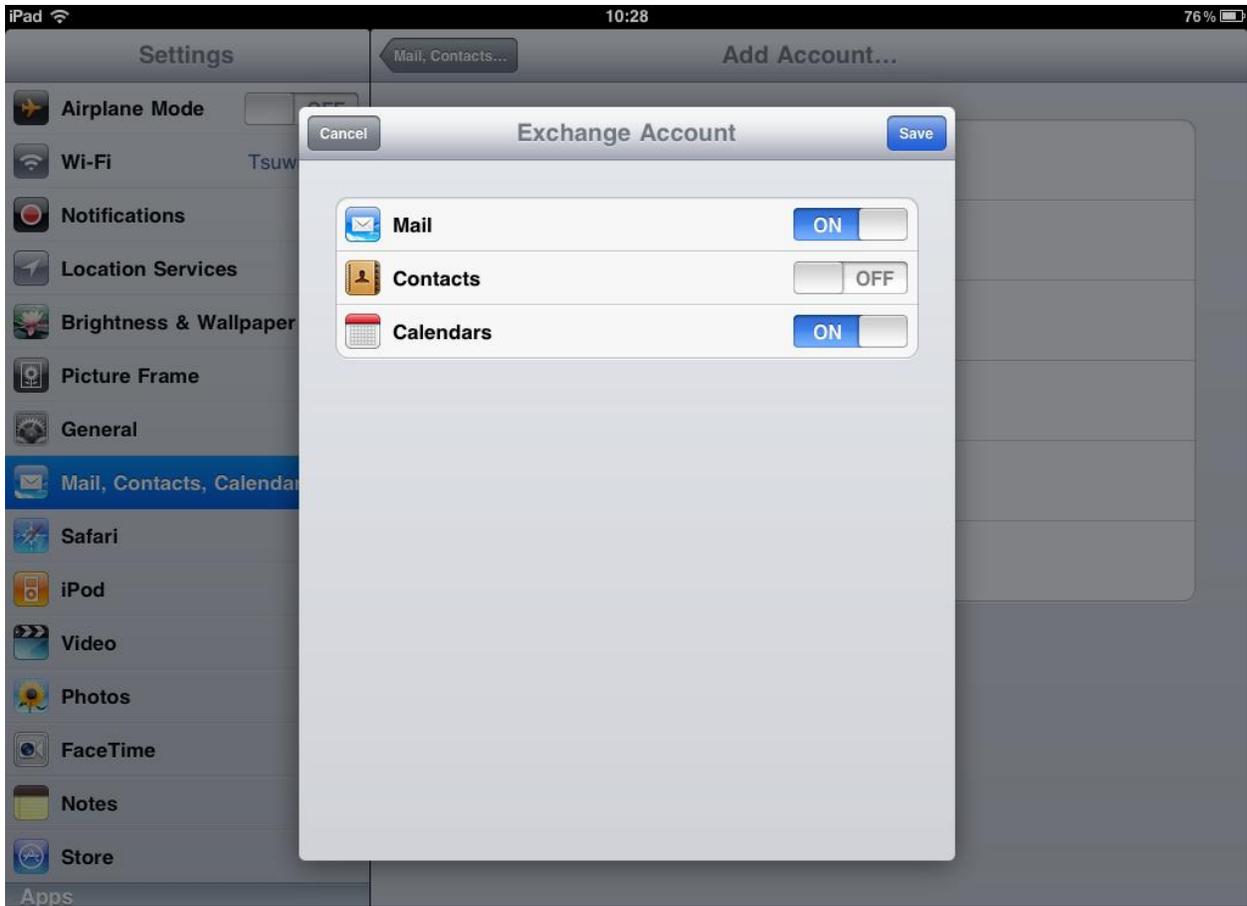
Enter:

- Full email address
- Tnstate for the Domain
- Username
- Password

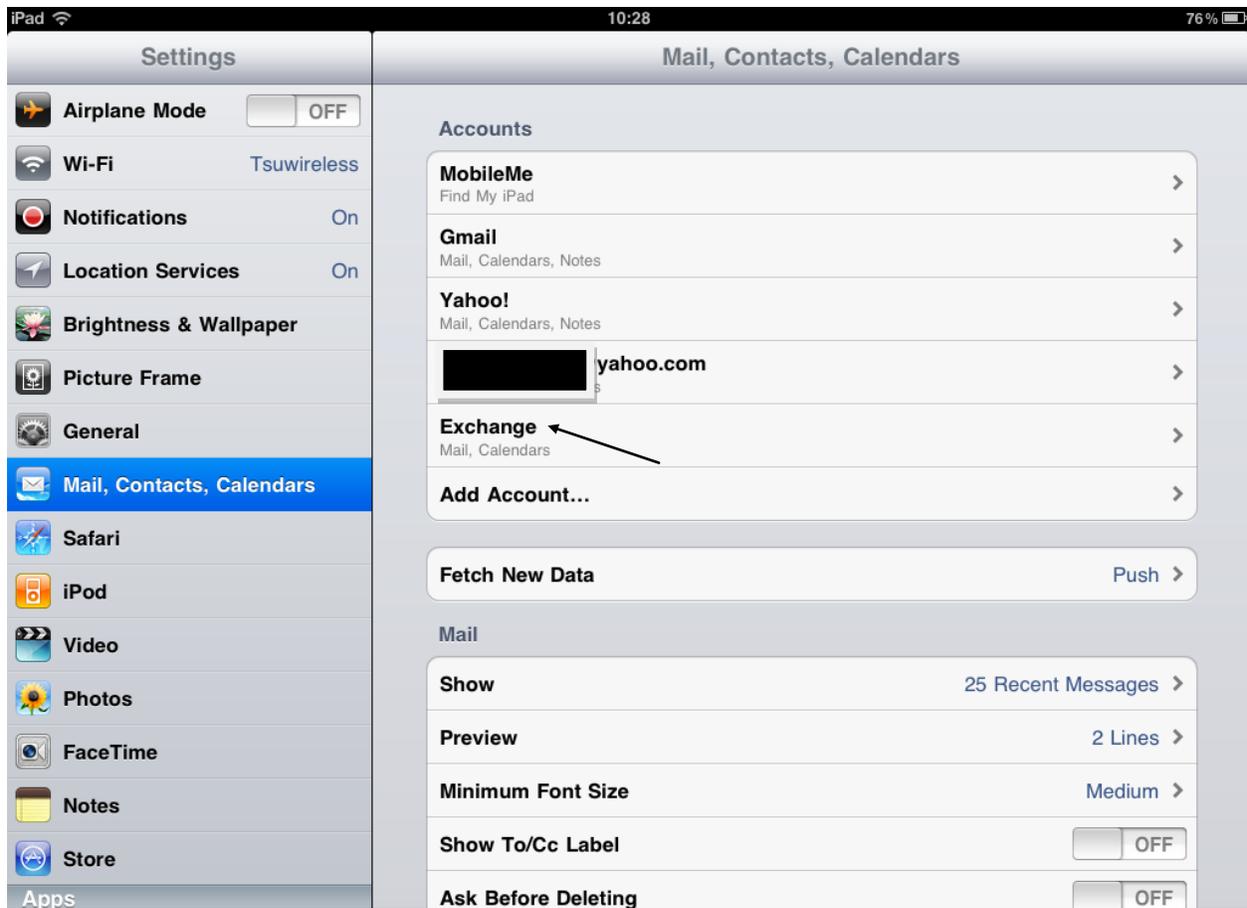
The description will be filled in automatically after you enter "tnstate" in the Domain field.



Your screen should now look like the screenshot above, for the Server enter: email.tnstate.edu



Your account has now been created on your device.



You should now see “Exchange” listed in your accounts. You will need to go back to your main screen to access your inbox.



Click on Mail



Select Exchange