

Massey University Email – Connect iPhone to Exchange Email

The following instructions indicate how to connect an iPhone running iOS to Massey exchange email.

Prior Requirements

- You must have an active Massey network account, i.e. you should already be able to log onto the wired Massey network (for example the computer labs) for Staff with your Massey username and password and Students with your Student ID number and PIN.
- You must be an exchange email user.

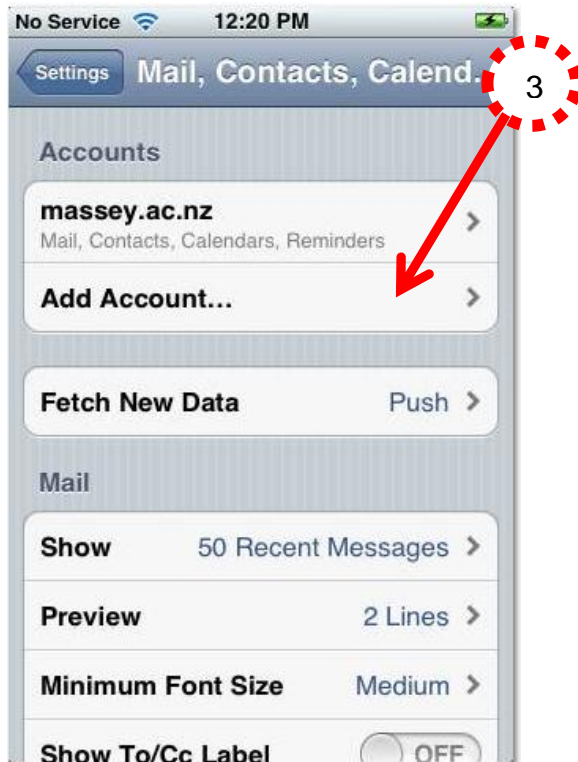
1. Tap Settings.



2. Scroll down and tap on Mail, Contacts, Calendars.



3. Tap Add Account.



4. Tap Microsoft Exchange and fill out the following fields. Leave the other fields on their default settings.

- Email = your Massey email address e.g. J.E.Bloggs@massey.ac.nz
- Server = exchange.massey.ac.nz
- Domain = massey
- Username = your Massey username e.g. jebloggs
- Password = your Massey password
- Description = whatever you want your mailbox to be called e.g. Exchange Mailbox

5. Tap Done.



- Tap **Done** to save the changes
- Press the Home button to return to the Home screen
- Open Mail. Select the the right mailbox account (e.g. Exchange Mailbox). You should now be able to send and receive email from your Massey Exchange email account.

If you have problems please contact Information Technology Services. You can find our contact details on <http://its.massey.ac.nz> , you can also phone the ITS Service Desk on 82111.