

April 16, 2009

-From within the **Settings** menu:

“Step 1”

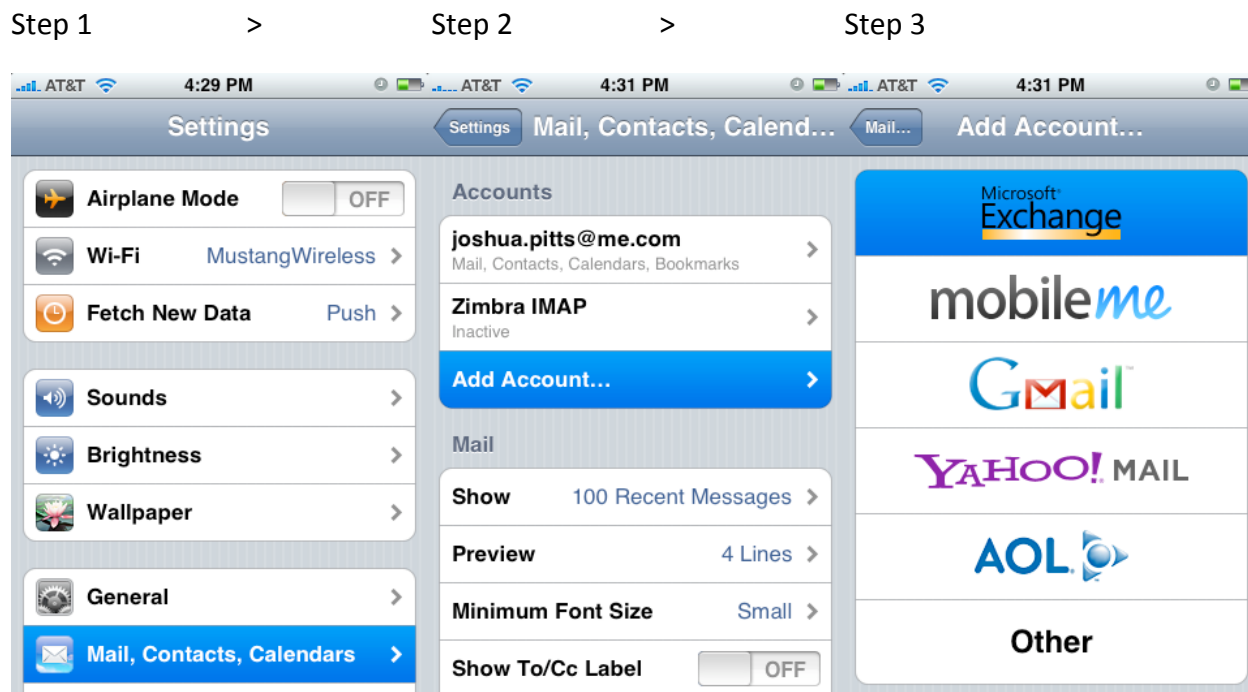
-Choose **Mail, Contacts, Calendars**

“Step 2”

-Choose **Add Account...**

“Step 3”

-Choose **Microsoft Exchange**



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***The iPhone is not an ITS supported device.

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“Step 4”

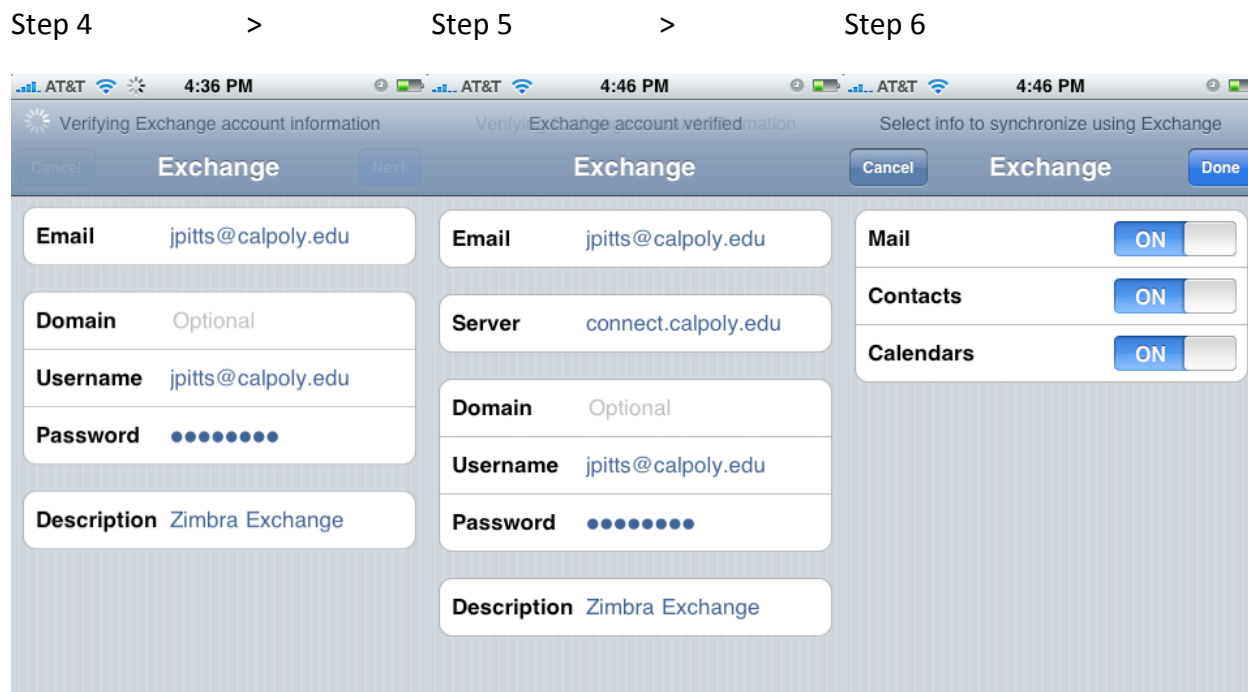
- Email: **user@calpoly.edu**
- Domain: **leave blank**
- Username: **user@calpoly.edu**
- Password: **Cal Poly Password**
- Description: **Zimbra Exchange** (user can choose anything they want)
- Choose **Next**

“Step 5”

- Server field will appear
- Server: **connect.calpoly.edu**
- Choose **Next**

“Step 6”

- Mail: **On**
- Contacts: **On**
- Calendars: **On**
- Choose **Done**



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“Step 7”

-choose your **Exchange Account** (i.e. Zimbra Exchange)

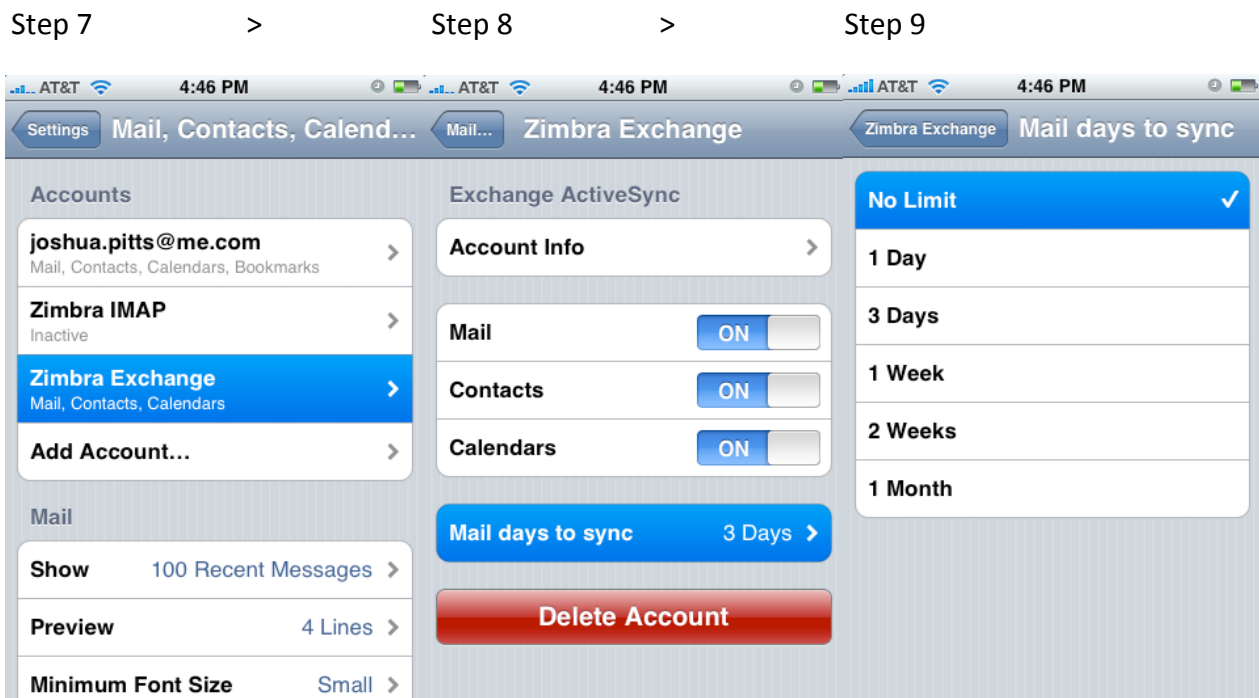
“Step 8”

-Choose **Mail days to sync** (defaults to 3 days)

“Step 9”

-Choose desired number of days to sync. This can vary depending on space allocations on your device. I usually recommend **1 Month** or **No Limit** for most iPhone users as space is typically not an issue.

-Return to **Home Page** (hit Home button on iPhone). You have completed the iPhone setup.



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