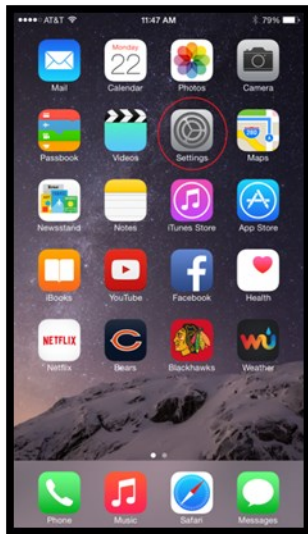




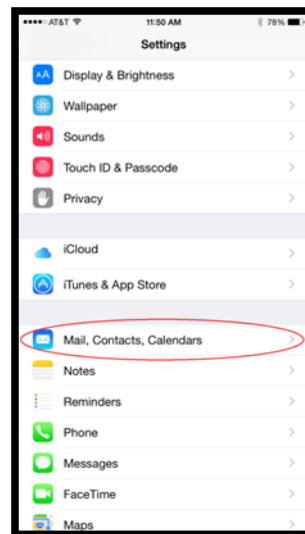
Email Setup: iPhone, iPad, iPod Touch

Below are instructions for setting up **JMLS student email** on iPhone, iPad, or iPod Touch mobile devices. The guide and screenshots may be based on a different operating system, so your setup may look slightly different, but the server information will be the same.

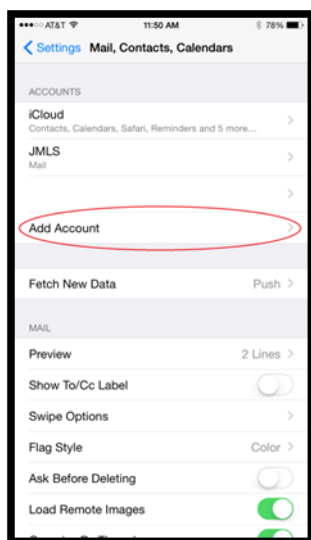
1. Tap **Settings**.



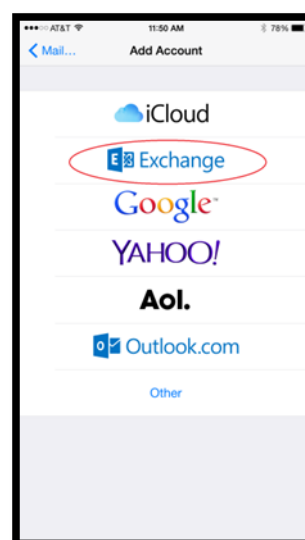
2. Tap **Mail, Contacts, Calendars**.



3. Tap **Add Account**.



4. Tap **Exchange**.



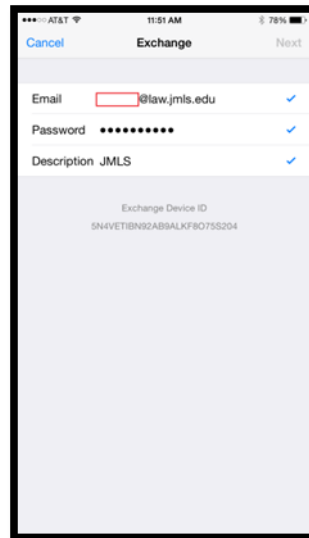


5. Fill in the required information.

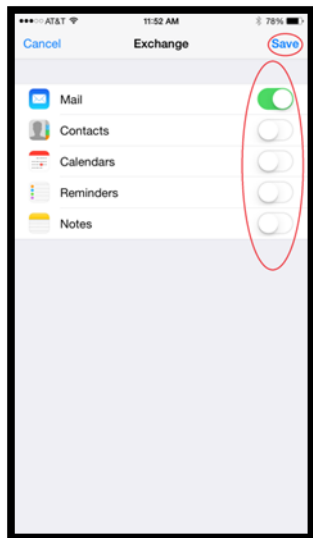
Tap **Next**



6. You will get three checkmarks.



7. Keep only the options you want. Tap **Save**.



Questions?

Please contact the **ITS Help Desk** by creating a ticket in the Help Desk Portal at helpdesk.jmls.edu, phone at 312/427-2737 x550, email at helpdesk@jmls.edu, or visit us in room 733, 7th floor (via the main State Street elevators or stairs from the 6th floor just outside the library).