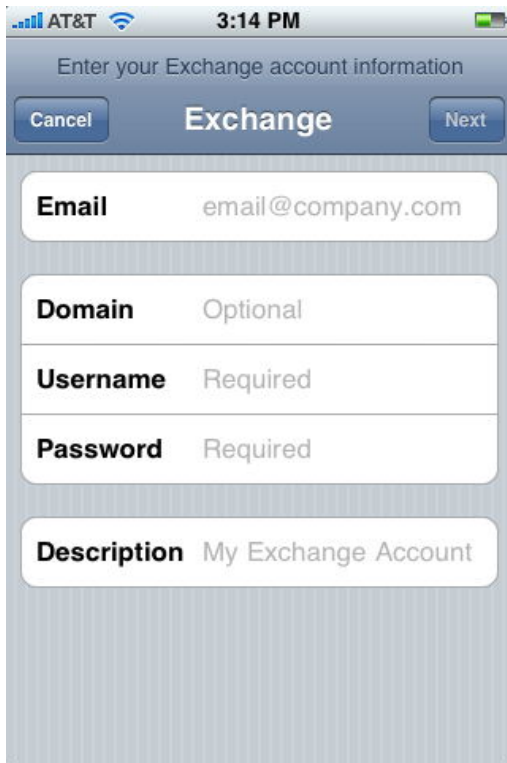


iPhone Exchange ActiveSync Account Quick Setup Guide

Basic Information required to configure your iPhone to access and synchronize your KCCD Exchange email, calendar and contact data:

Email: Your KCCD Exchange email address e.g jsmith@bakersfieldcollege
User Name: Your KCCD Exchange email address e.g. jsmith@bakersfieldcollege
Password: The password you use to login into the district office or college network
Server: **owa.kccd.edu**
Domain: college

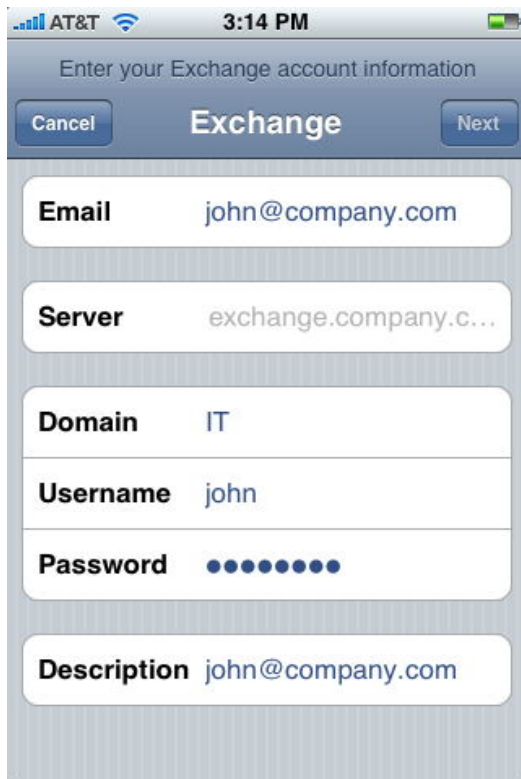
1. To add an Exchange account to your iPhone or iPod touch, tap **Settings**, then **Mail, Contacts, Calendars**, then **Add Account**, then **Microsoft Exchange**. Note, you can configure only one Exchange account per device.
2. On the next screen, enter your complete email address, domain (**see basic info above for correct domain**), username, password, and a description (which may be anything you like).



The screenshot shows the 'Exchange' account setup screen on an iPhone. The status bar at the top displays 'AT&T', signal strength, Wi-Fi, and the time '3:14 PM'. The screen title is 'Enter your Exchange account information'. Below the title are 'Cancel' and 'Next' buttons. The main form contains the following fields:

Email	email@company.com
Domain	Optional
Username	Required
Password	Required
Description	My Exchange Account

3. Your iPhone (or iPod touch) will now try to locate KCCD's Exchange server using Microsoft's Autodiscovery service. If the server cannot be located, the screen below is shown. Enter **owa.kccd.edu** in the **Server** field.



The screenshot shows the 'Exchange' account setup screen on an iPhone. The status bar at the top indicates AT&T service, a Wi-Fi signal, and the time 3:14 PM. The screen title is 'Enter your Exchange account information'. Below the title are 'Cancel' and 'Next' buttons. The main form contains the following fields:

- Email:** john@company.com
- Server:** exchange.company.c...
- Domain:** IT
- Username:** john
- Password:** represented by ten dots
- Description:** john@company.com

4. Choose which type(s) of data you would like to synchronize: Mail, Contacts, and Calendars. Note that by default, only 3 days' worth of email is synchronized. To synchronize more, go into Settings, then Mail, Contacts, Calendars, select your Exchange account, and tap on Mail days to sync.



The screenshot shows the 'Select info to synchronize using Exchange' screen on an iPhone. The status bar at the top indicates AT&T service, a Wi-Fi signal, and the time 12:21 PM. The screen title is 'Select info to synchronize using Exchange'. Below the title are 'Cancel' and 'Save' buttons. The main form contains the following options:

- Mail:** ON (toggle switch)
- Contacts:** ON (toggle switch)
- Calendars:** ON (toggle switch)

Note that after configuring an Exchange ActiveSync account, all existing contact and calendar information on the iPhone or iPod touch is overwritten. Additionally, iTunes no longer syncs contacts and calendars with your desktop computer.