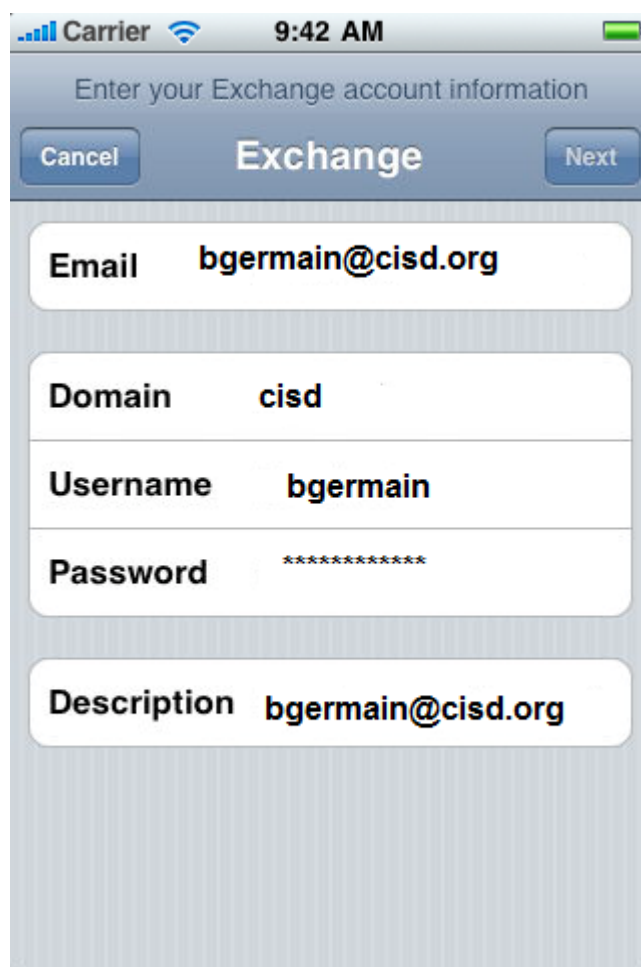# iOS: Setting up Exchange ActiveSync

This article explains how to setup an Exchange ActiveSync account on your iPhone, iPad or iPod touch. Contact your Exchange Server administrator if you are unsure of any of the required information.

Follow these steps to setup your Exchange ActiveSync account your iOS device:

1. Tap **Settings** > **Mail, Contacts, Calendars** > **Add Account** > **Microsoft Exchange**.
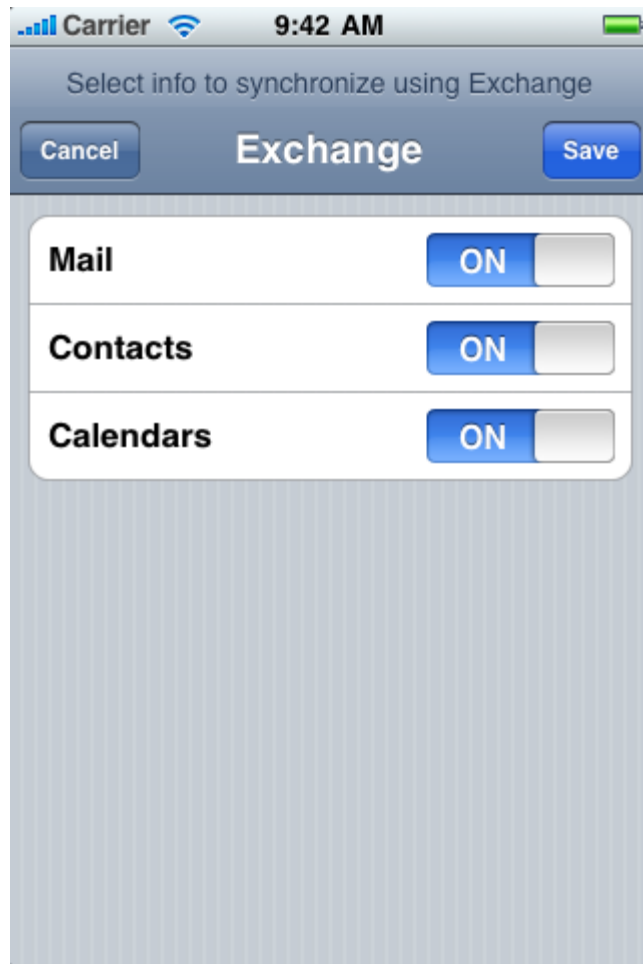2. Enter the information in the fields below, then hit **Next**:

3. Your iOS device will now try to locate your Exchange Server. If necessary, you will need to enter your front-end Exchange Server's complete address in the **Server** field.

4. Choose which content you would like to synchronize: Mail, Contacts, and Calendars. Tap **Save** when finished.

 Note: To modify your exchange settings, Tap **Settings** > **Mail, Contacts, Calendars**, select your Exchange account, and tap **Account Info.**