

Setting Up Entourage for an Exchange Group Account

Open up Entourage

Click the “Entourage” menu, then select “Account Settings”

Click the arrow next to “New” and select “Exchange”



Once the Account Setup Assistant starts click “Configure Account Manually”



In this window type in the appropriate information for your account, replacing “username” with the group account username. Be sure to enter the new group account password provided by the primary owner of the account.

Edit Account

Account Settings Options Advanced Delegate Mail Security

Account name: USD Exchange

Personal information

Name: Your Name

E-mail address: username@sandiego.edu

Authentication

Use my account information

Account ID: username

Domain: ad.sandiego.edu

Password: *****

Save password in my Mac OS keychain

Use Kerberos authentication

Kerberos ID: None

Server information

Exchange server: https://exchange.sandiego.edu/exchange/username@sandiego

This DAV service requires a secure connection (SSL)

Override default DAV port: 443

[Learn about connecting to an Exchange account](#)

Cancel OK

Hit OK, and you are finished.

Open up Entourage and your mail will begin downloading.