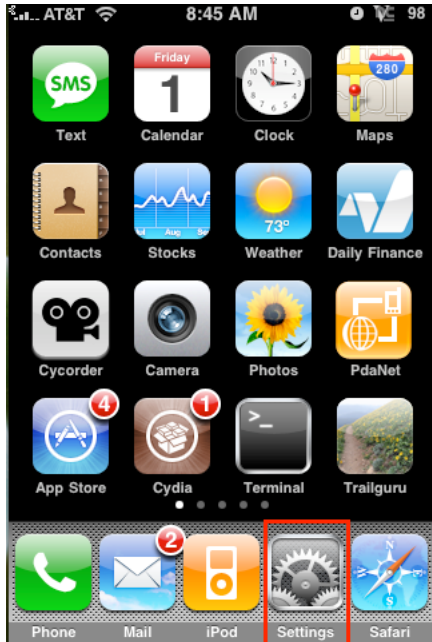


## How to set up an iPhone on Exchange

Before you get started in this process if you have contacts and calendar entries already on your iPhone you will want to most likely manually input them into your outlook (Windows) or entourage (Mac). If you fail to do so, you will either have to delete current contacts and calendars on your phone, or suspend calendar and contact sync.

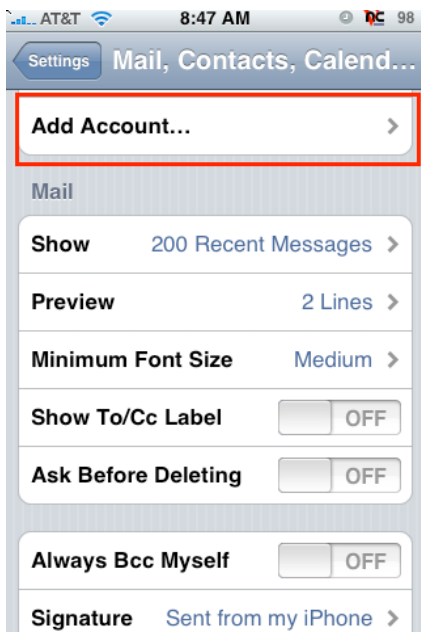
From your home screen click on the “Settings” button



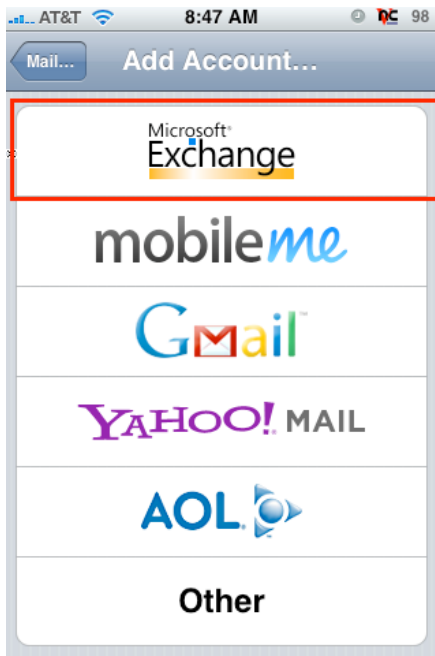
Next click on “Mail, Contacts, Calendars”



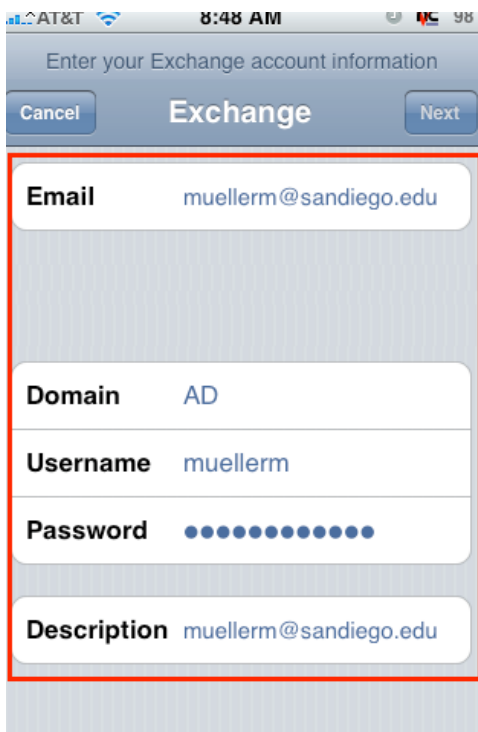
Click on “Add Account...”



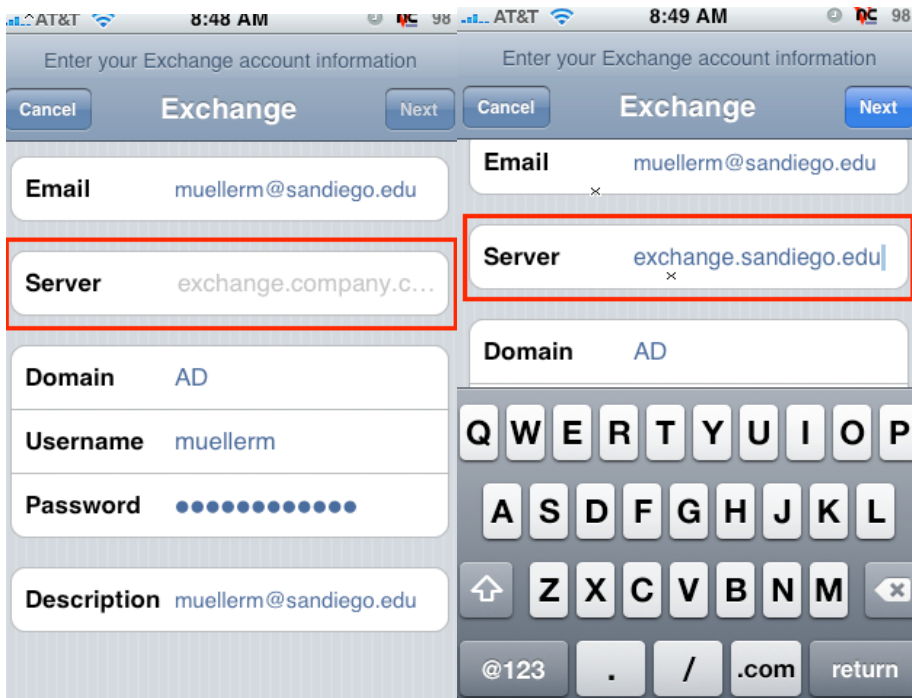
Select "Microsoft Exchange"



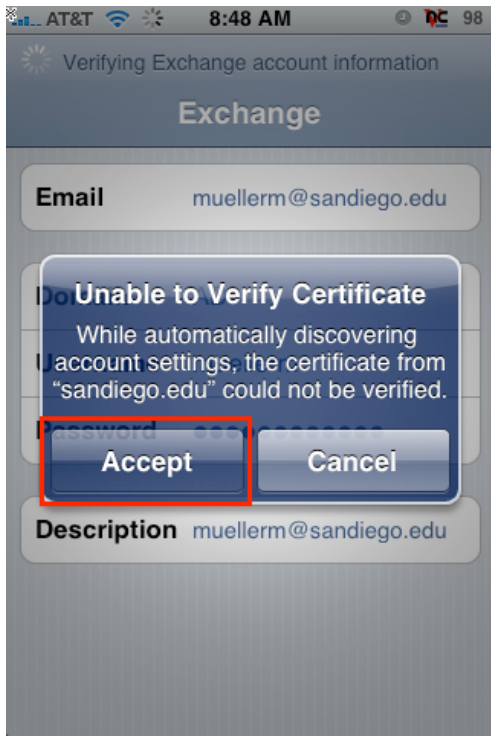
Enter your email information into the window that comes up, using "AD" as the domain.



It will likely fail to authenticate, and when it does a new box will appear called "Server", once this comes up enter "Exchange.sandiego.edu" for the server name and then hit "next".



If you get an error that says "Unable to Verify Certificate" just click "Accept"



The final screen is important. This is where you select which items from exchange you want to synchronize with your iPhone. If you select for “Contacts” or Calendars” to be “ON” they will overwrite any existing contacts or calendars that reside already on your iPhone. This includes phone numbers you may have added previously. You can turn them “OFF” for the moment, so that you can get just your email sent to your phone.

