

PLEASE NOTE: THESE INSTRUCTIONS ARE PROVIDED AS A GUIDELINE ONLY TO ASSIST YOU CONFIGURING WIRELESS. IT STAFF ARE NOT PERMITTED TO WORK ON PRIVATELY OWNED LAPTOPS OR DEVICES.

Make sure your device has Wi-Fi turned on and you are connected to a network or the wizard will not work.

1. Select **Settings** or **Mail** (either will work). For **Settings** go to step 2, for **Mail** skip to step 3.

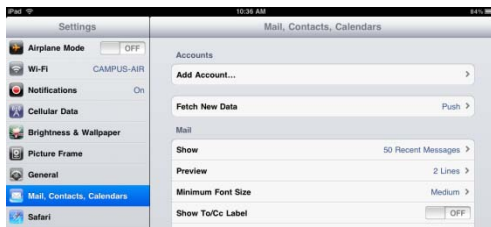


iPad view

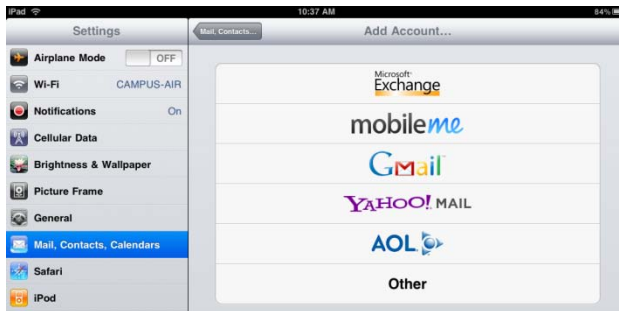


iPhone and iPod Touch view

2. Select **Mail, Contacts, Calendars**



3. Select **Microsoft Exchange** from the **Add Account...** dialog box



4. An Exchange dialog box will appear. Fill in the fields as follows:
 Email: **your full UOIT email address**
 Domain: **oncampus**
 Username: **your banner ID number 100xxxxxx**
 Password: **the password you use to log into your institutional computer and webmail**
 Click **Next**



5. **Exchange** will now ask you to fill in the **Server** field. How you will fill this in depends on your actual email address suffix. Fill in the field as follows:

Server: **email.dc-uoit.ca** or **email.uoit.ca**

Click **Next**

6. Device should respond with **Exchange account verified**
7. Follow the remainder of the prompts.
8. When complete, return to main screen and press mail icon to launch your email.



The screenshot shows the 'Exchange' configuration screen on a mobile device. At the top, there are 'Cancel' and 'Next' buttons. The screen contains several input fields with labels and values:

Field	Value
Email	john.doe@dc-uoit.ca
Server	email.dc-uoit.ca
Domain	oncampus
Username	100123123
Password	•••••
Description	john.doe@dc-uoit.ca