

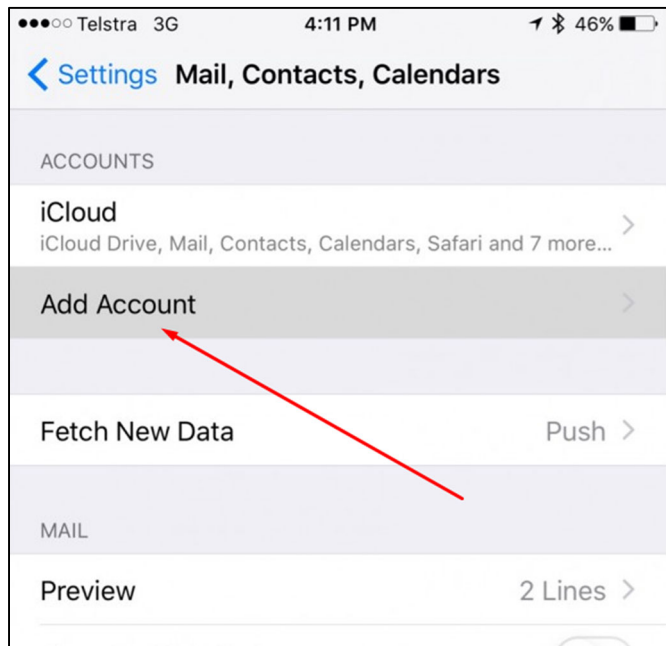
Office 365 at TCCS Iphone Email Setup

Step 1: Open Settings

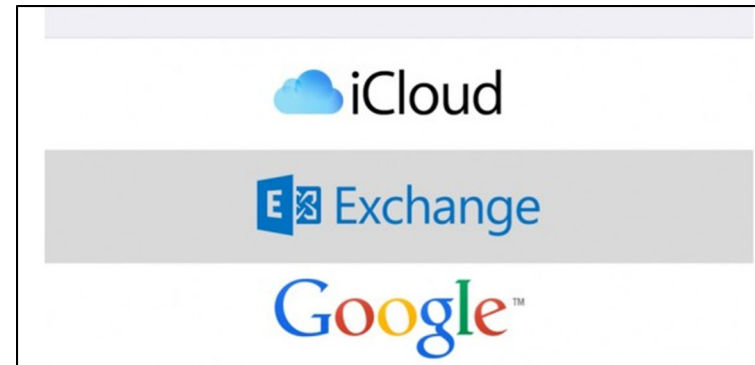
Step 2: Depending on your version of iOS:

- a) iOS 11: Select Passwords and Accounts
- b) iOS 10: select Mail
- c) iOS9 and earlier: Select Mail, Contacts

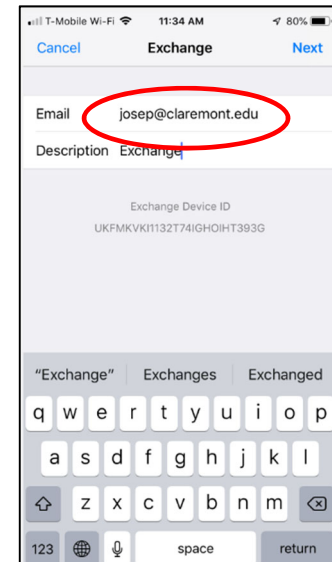
Step 3: Delete your existing work email account then add a new account (select Exchange as the account type)



Step 4: Add a new account (select Exchange as the account type)

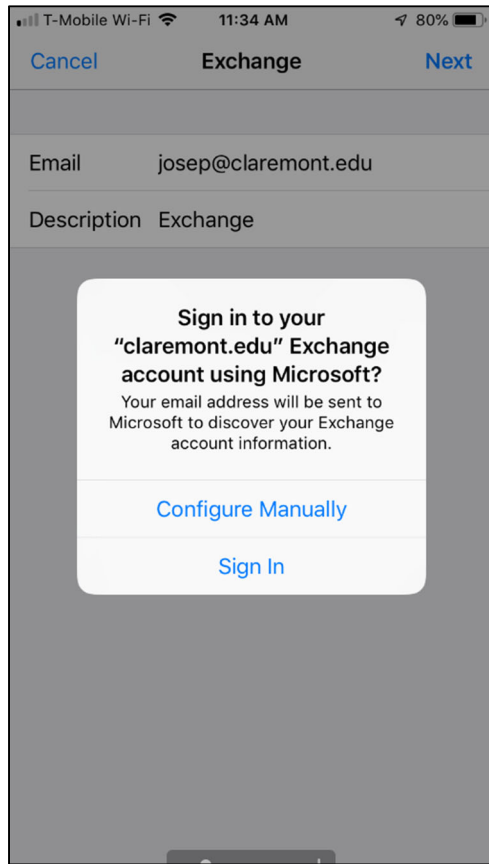


Step 5: Enter your email address (firstnamelast initial@claremont.edu) and TCCS password in the format below and then hit next

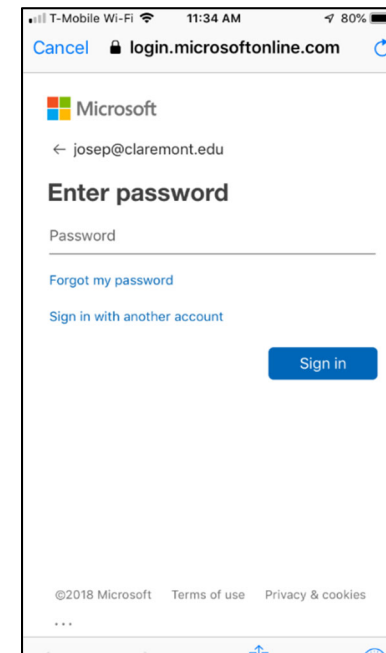


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Step 6: Select Sign In



Step 7: Enter your password again and tap sign in. Your email should now be connected and configured. Choose "accept" in the permissions window.



Step 8: (optional if application doesn't configure automatically): If the application doesn't connect it will require manual settings. Please input the below your information in the same fashion as the screenshot below where the email address is (firstnamelast initial@claremont.edu) the server is outlook.office365.com, and the username and password are those you use to login