

iPhone Exchange Configuration

April 2009

Configuring an iPhone or iPod Touch for the TSRI Exchange Server:

This configuration requires iPhone software version 2.0 or later and a TSRI Exchange account.

If you can check email by logging in to <https://owa.scripps.edu>, you are on the Exchange server. If you aren't sure, this link will help you determine whether you have a TSRI Exchange account: http://www.scripps.edu/rc/email/chk_account.php

Login and it should show

The user account **youraccountname** is active.

Email host: **lj.ad.scripps.edu**.

If it shows that you have a different Email host, please submit a Service Request to move your email to the Exchange Server. Once that is complete, then proceed with these instructions.

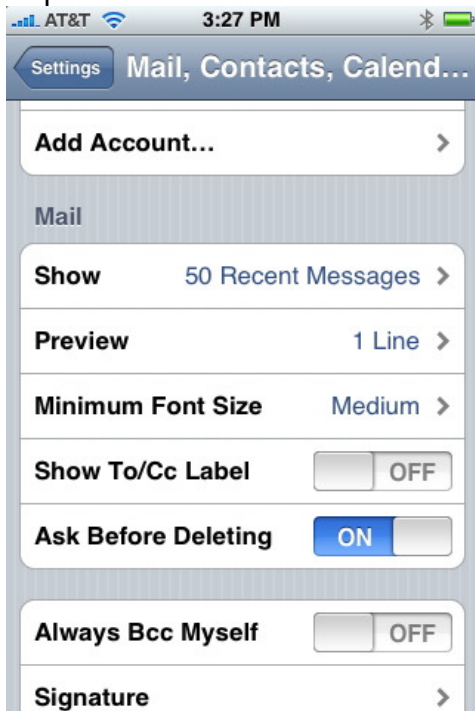
On your iPhone or iPod Touch, go to "Settings"



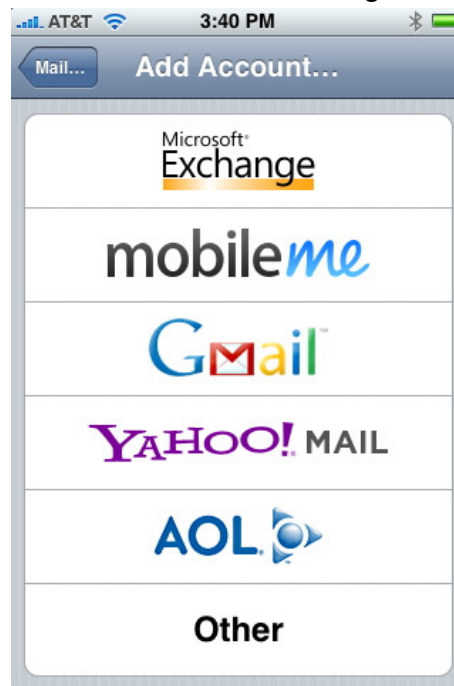
then to "Mail, Contacts, Calendars"



Tap on "Add Account"



Select "Microsoft Exchange" account



Enter your Exchange account information:

The settings should look something like the screen shots, but substitute **your username** for exchuser:

Email: Enter **your complete @scripps.edu** email address

Domain: Enter **lj** (that's LJ for La Jolla)

Username: Enter your email **account name**, WITHOUT the @scripps.edu

Password: Enter your **email account password**

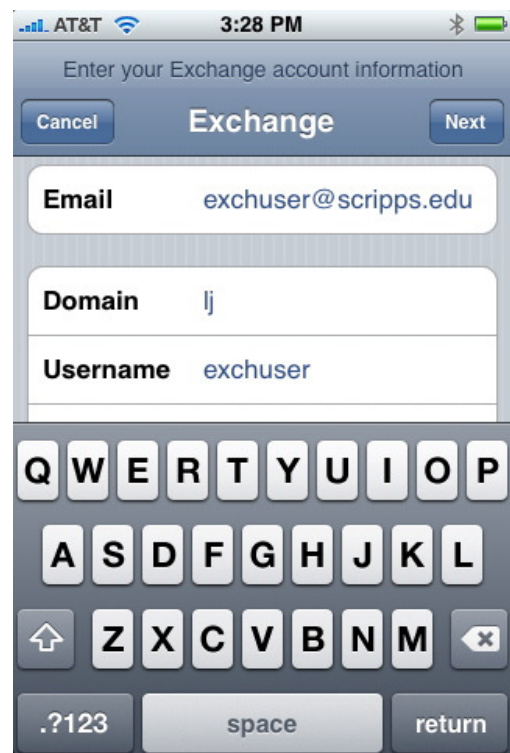
Description: your choice... perhaps TSRI

Select "**Next**"

It will then verify you Exchange account information and then prompt you to enter the Server.

Server: enter **owa.scripps.edu**

Select "**Next**"





← The verified screen should look similar to this.

Select information that you wish to synchronize using Exchange by toggling on or off.

WARNING: Turning Exchange Contacts or Calendars ON will overwrite any existing Contacts or Calendars from your iPhone or iPod Touch.



Tap "Save"

Then Press the Home button and then go to the Mail app and test the account by sending yourself a message and verifying that you can receive it.