Apple (IOS)

iOS Email Setup for Office365

Setting up Email and Calendar

1. Click on the Settings icon

2.

3. Select Mail, Contacts, Calendars

3. Click the Add Account option

4. Select Microsoft Exchange for the account type
4. Type in your DMU Email Address as username@alumni.dmu.edu and hit Next.

This is what an iPod or older iPhone may look like.

For iPads and newer iPhones, please see the picture below.
Note: username@alumni.dmu.edu in the email field.
(Your username used to be JETSONS\Username now it is Username@alumni.dmu.edu)
Make sure to use the new Username format.

**Note:** for Office 365, NO domain backslash is needed.

**Note:** If you receiving any login errors, please check and type your email address and/or password again. Also ensure you have a good network connection.

7. Finally, if you like you can turn off Contact Sync.