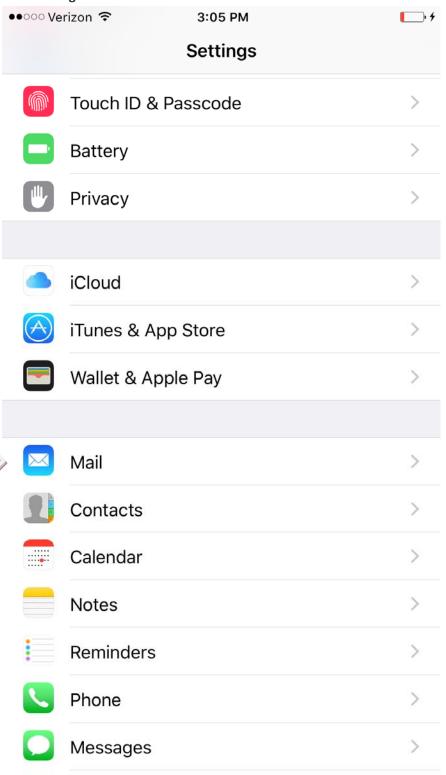
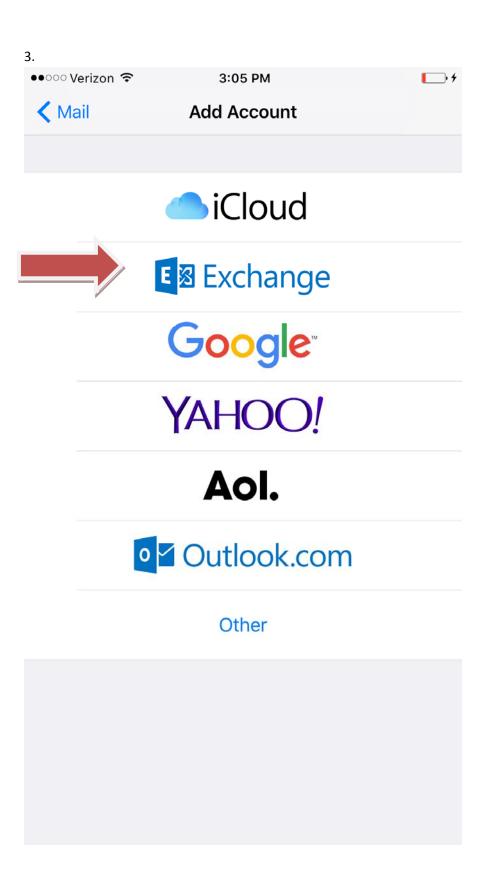
## How to set up BC email on iPhone, iPad.

1. To add an Exchange account to your iPhone or iPad, tap **Settings**, then **Mail**, **Add Account**, **Exchange**.

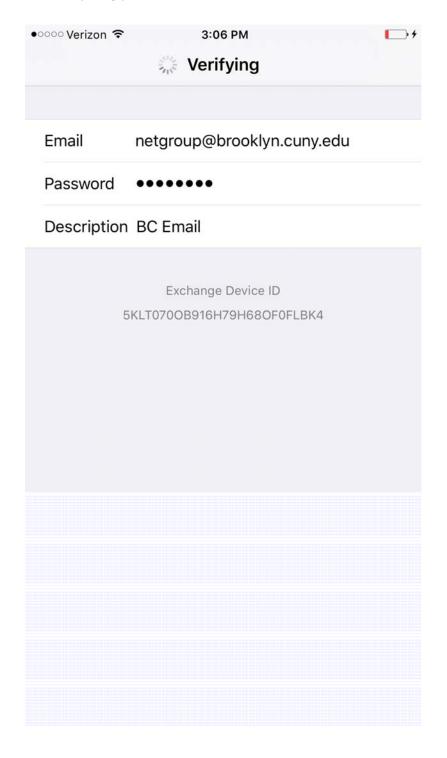


2. ●●○○○ Verizon 🖘 3:05 PM Settings Mail Add Account MESSAGE LIST 2 Lines > Preview Show To/Cc Labels **Swipe Options** Color > Flag Style **MESSAGES** Ask Before Deleting Load Remote Images THREADING Organize by Thread Most Recent Message on Top

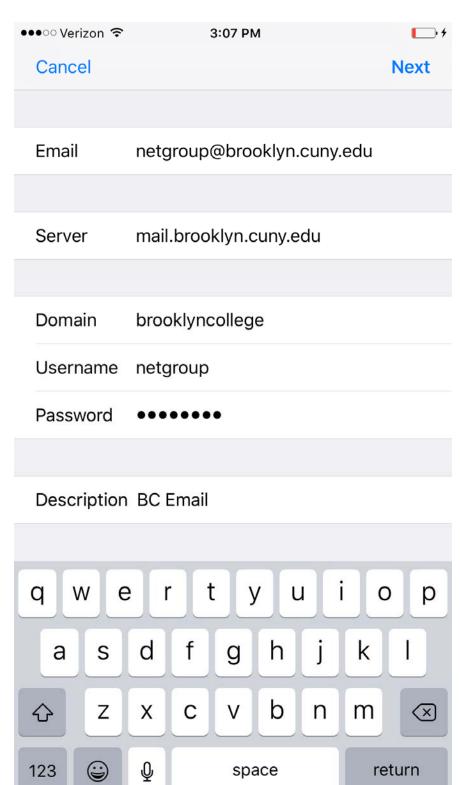
**Complete Threads** 



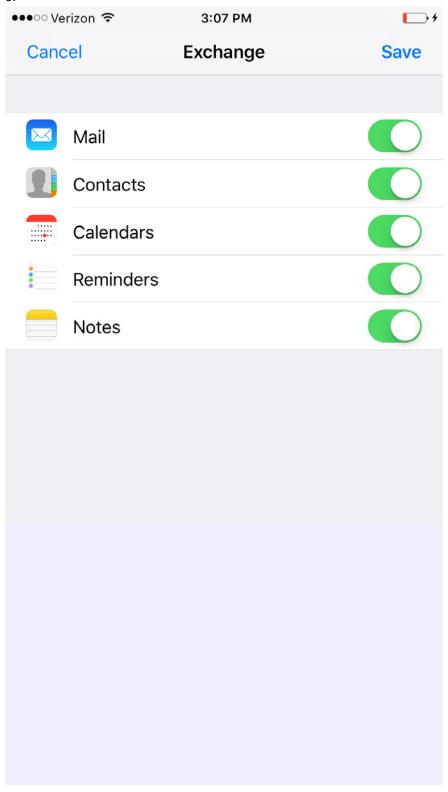
4. On the next screens, enter your complete email address, **brooklyncollege** for domain, **mail.brooklyn.cuny.edu** as Server, username (the characters before the "@" of your email address is the username) and password. Description can be entered as **BC-EMAIL** or anything your like.



5.



6.



7. Choose which type(s) of data you would like to synchronize: Mail, Contacts, Calendars, Reminders, and Notes.

Please note that by default, only 3 days' worth of email is synchronized. To synchronize more, go into Settings, then Mail, select your Exchange account, and tap on Mail days to sync.

Please note that after configuring an Exchange ActiveSync account, all existing contact and calendar information on the iPhone or iPad is overwritten. Additionally, iTunes no longer syncs contacts and calendars with your desktop computer.