

# iPhone - Setup Information for MCSD email

*An Exchange account is considered a “business” email account. There may be additional charges on your ATT bill for this type.*

- To add an Exchange account to your iPhone or iPod touch, tap **Settings**, then **Mail, Contacts, Calendars**, then **Add Account**, then **Microsoft Exchange**.
- On the next screen, enter your complete email address ([firstname.lastname@mcsd.k12.co.us](mailto:firstname.lastname@mcsd.k12.co.us)), domain ([mcsdd](#)), username ([first.last](#) -same as your computer login), password (same as your computer login), and a description (which may be anything you like) and click Next.
- Enter your Exchange server's complete address in the **Server** field and click next.
- You must set up a non-SSL connection. To override the SSL setting, go into **Settings**, then **Mail, Contacts, Calendars**, select your Exchange account, tap **Account Info**, then toggle the SSL slider to off.
- Choose which type(s) of data you would like to synchronize: Mail, Contacts, and Calendars. Note that by default, only 3 days' worth of email is synchronized. To synchronize more, go into Settings, then Mail, Contacts, Calendars, select your Exchange account, and tap on Mail days to sync.
- Note that after configuring an Exchange ActiveSync account, all existing contact and calendar information on the iPhone is overwritten. Additionally, iTunes no longer syncs contacts and calendars with your desktop computer. You can still sync your iPhone wirelessly with MobileMe services.

