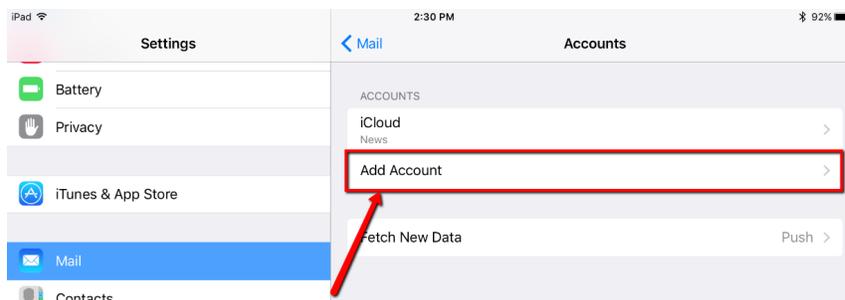# Topic: How to setup Microsoft Exchange on Apple devices

These instructions apply to apple devices using iOS version 8.x or higher to access
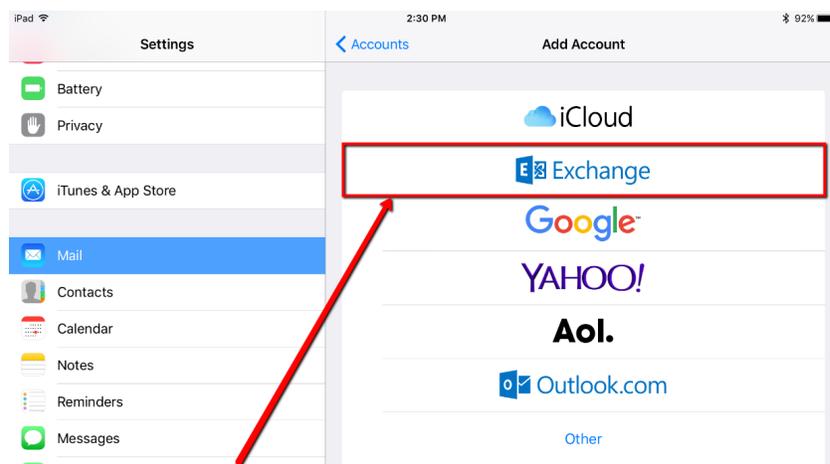Microsoft Exchange and may vary on device makes and models

Note that after configuring an Exchange ActiveSync account, if you choose to synchronize your Exchange
contacts and calendar, all existing contact and calendar information on the device is OVERWRITTEN.
Additionally, iTunes will no longer syncs contacts and calendars with your desktop computer. You can
still sync your device wirelessly with Apple's iCloud services.

Prior to configuring your iPhone for Exchange, please make sure you BACKUP ALL DATA ON YOUR
DEVICE, INCLUDING CONTACTS! Apple provides instructions on backing up and restoring your device at
their Support Page (https://support.apple.com/en-us/HT203977)

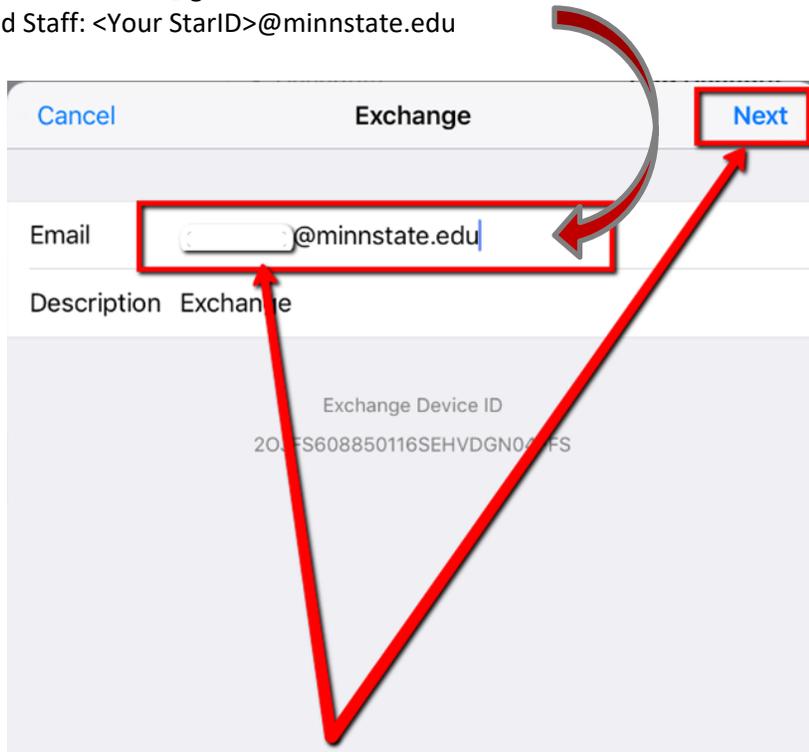1. Tap **Add Account**.

2. Tap **Exchange**.
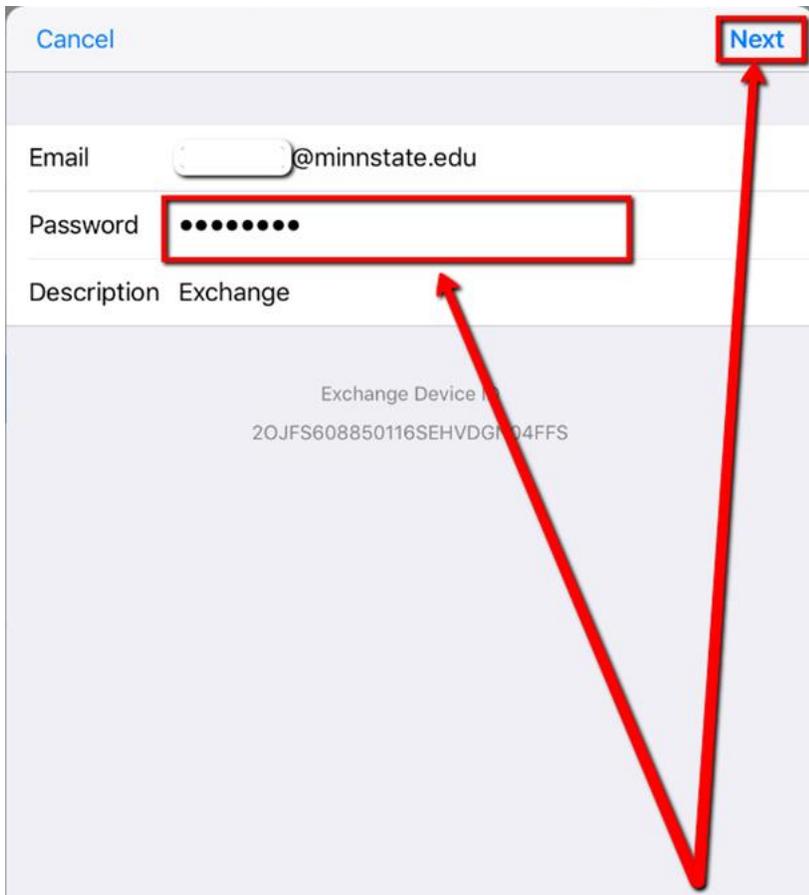
3. In the Email Address field, enter your appropriate StarID account information, then tap Next.
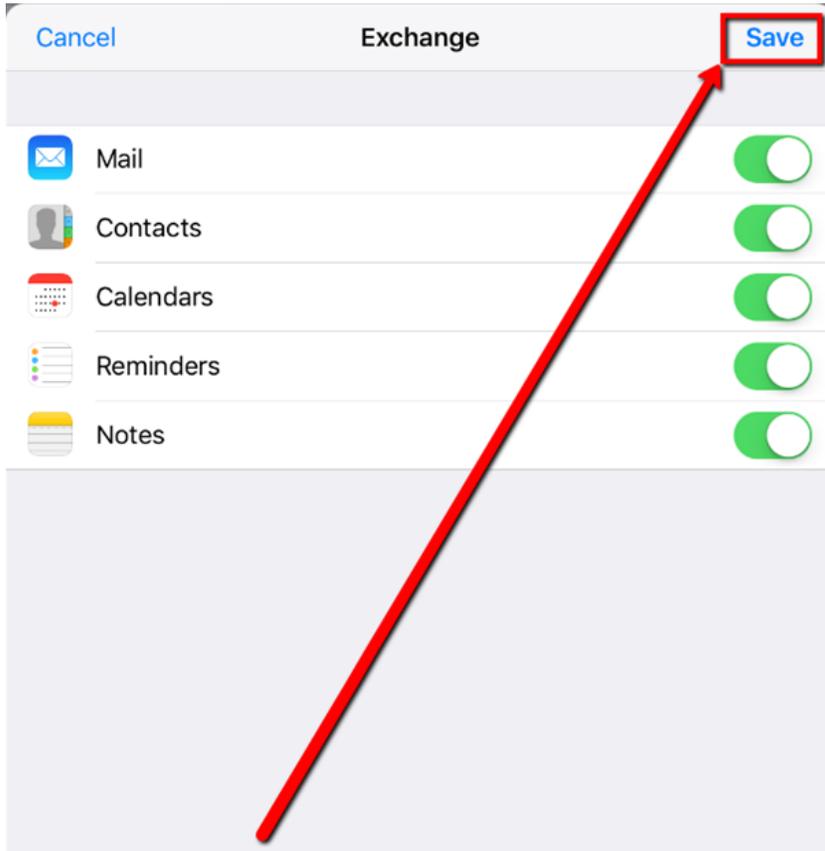- Students: <Your StarID>@go.minnstate.edu
- Faculty and Staff: <Your StarID>@minnstate.edu

Cancel	Exchange	Next

Email   @minnstate.edu

Description   Exchange

Exchange Device ID
2OJFS608850116SEHVDGN04FFS

4. Enter your StarID **password**, then tap **Next**.

Cancel		Next

Email   @minnstate.edu

Password   ••••••••

Description   Exchange

Exchange Device ID
2OJFS608850116SEHVDGN04FFS

5. Tap **Save**.

6. Email configuration is now complete.

If you are ever prompted for server or domain information, please use the following as needed:

Domain: mnstate
Incoming Server: outlook.office365.com
Outgoing Server: smtp.office365.com

For More Information

Please contact Information Technology Services at support@mnstate.edu or 218.477.2603 if you have questions about this material.