How to: Set up TechMail on your iOS device

Details

1) Set up a non-simple passcode or password and enable encryption. If you have already done this, skip to Step 2.

† TIP: For most devices, setting a passcode or password enables encryption automatically. If you have a passcode or password on your device, encryption may already be enabled.

2) Open the **Settings** app.

3) Tap **Accounts & Passwords**.

〆 NOTE: It will say "Passwords & Accounts" in iOS 12.
4) Check the list of accounts to make sure you have not already added this account. If not, tap Add Account.
5) Tap **Exchange**.

*NOTE:* If you receive an error with "We can't sign you in" you will need to delete the mail app.
6) Complete the following information, and then tap Next:

- **Email**: your TechMail email address (e.g. `red.raider@ttu.edu`)
- **Description**: any descriptive name you wish, such as *My TechMail*
7) Tap **Sign in.**
8) Tap **Work or school account**.
9) Type in your TechMail address and eRaider password, then tap Sign in.
10) You may be presented with a screen asking you to accept various permissions. Tap **Accept**.
11) Choose the items you would like to sync with the TTU email servers, and then tap **Save**.
OUTCOME

You may now access your TechMail items on your device by using the Mail, Calendar, Contacts, Reminders, Notes, and Phone applications.

Solution Properties

Solution ID
170922162655886

Last Modified Date
01/17/2019 04:09:01 PM

Author
tworrell