Setting up an iPad for Exchange (@UIU) email

1. Open settings on the main iPad screen.
2. Click “Mail, Contacts, Calendars”
3. Click “add account”
4. In the right pane, click “Microsoft Exchange”
5. Fill out the following form:
   a. Email: \texttt{username@uiu.edu}
   b. Domain: uiu
   c. Username: username (without the @uiu.edu)
   d. Description: (whatever you want in this field, not required)
6. Click “Next”
7. The “Server” field will appear.
   a. Server: mail.uiu.edu
8. Click “Next”
9. Finished!