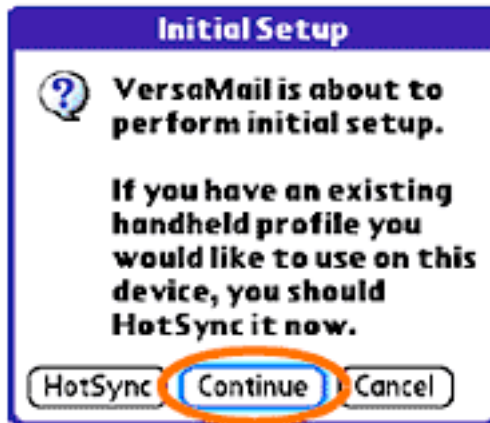


1. On your device, press Power/End to wake up the screen, and then press Center to turn off Keyguard.

Press Applications and then select Email.

If you see the "Initial Setup" screen, select Continue to begin the setup.

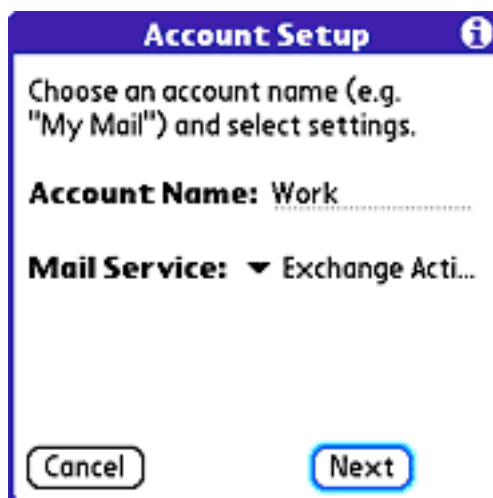


2. Enter the basic account information:

* In the Account Name field, enter a descriptive name. This can be anything you wish, such as "Work Email."

* Select the Mail Service pick list, and then select Exchange ActiveSync.

* Select Next.



3. Enter the account username and password:

* Enter the username you use to access your email. Should be your email address. (username@campusoutreach.org)

* Select the Password box, enter your email account password, and then select OK.

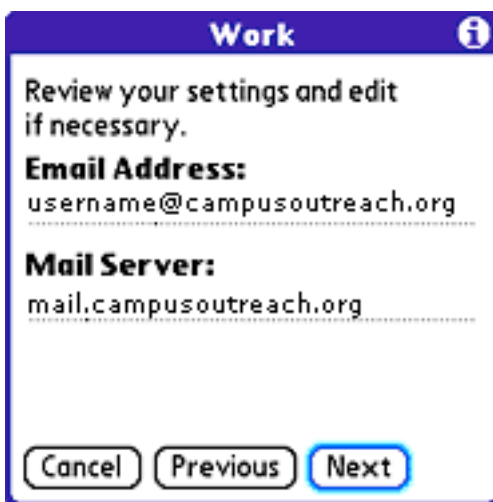
* Select Next.



The screenshot shows a dialog box titled "Work" with an information icon in the top right corner. The main text reads "Enter the username and password assigned to this account:". Below this, there are two input fields. The first is labeled "Username:" and contains the text "username@campusoutreach.org". The second is labeled "Password:" and contains the text "-Assigned-". At the bottom of the dialog, there are three buttons: "Cancel", "Previous", and "Next". The "Next" button is highlighted with a blue border.

4. Enter your email address and Exchange mail server name. Select Next.

**Mail Server = mail.campusoutreach.org



The screenshot shows a dialog box titled "Work" with an information icon in the top right corner. The main text reads "Review your settings and edit if necessary.". Below this, there are two input fields. The first is labeled "Email Address:" and contains the text "username@campusoutreach.org". The second is labeled "Mail Server:" and contains the text "mail.campusoutreach.org". At the bottom of the dialog, there are three buttons: "Cancel", "Previous", and "Next". The "Next" button is highlighted with a blue border.

5. Select one of the following:

* Done: Finish and go to the Inbox of the account you set up, where you can begin getting and sending email.

* Advanced: Set more mail options.

* Test Settings: Ping the Exchange Server and find out if your settings are correct, without downloading email yet. You'll see a message that states whether the test was successful.



6. Choose 'Advanced'



Select any of the following:

* Port Number: By default, the port number setting is 443.

* Use Secure Connection (SSL): By default, this box is checked, meaning you can retrieve incoming mail over a secure (Secure Sockets Layer, or SSL) connection.

Select Next.

7. Optional: If you selected Advanced ...

We do not have a proxy server, so this should be left empty.

When you have finished, select Done.



The image shows a dialog box titled "Proxy Server Settings" with an information icon in the top right corner. The dialog contains the following fields and options:

- Proxy Server:** A text field that is currently empty.
- Port Number:** A text field containing the value "80".
- Proxy authentication**
- Username:** A text field that is currently empty.
- Password:** A text field containing the value "-Assigned-".

At the bottom of the dialog, there are three buttons: "Cancel", "Previous", and "Done". The "Done" button is highlighted with a blue border.