

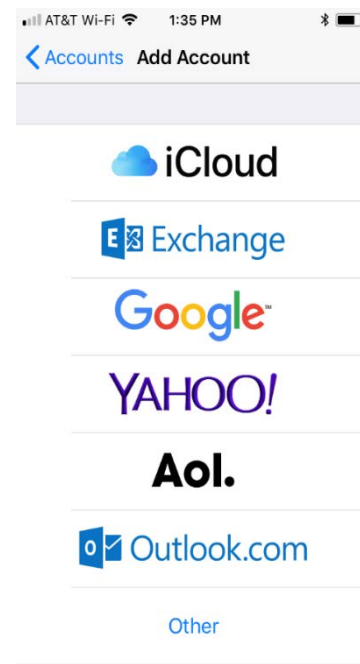
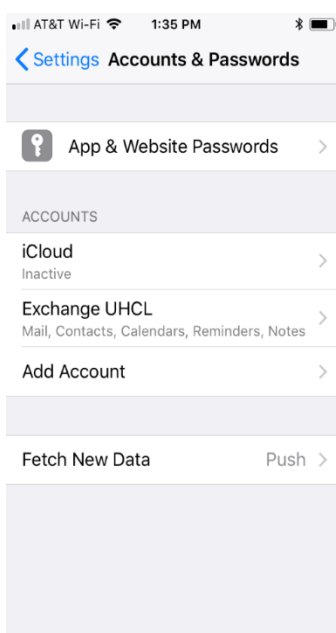
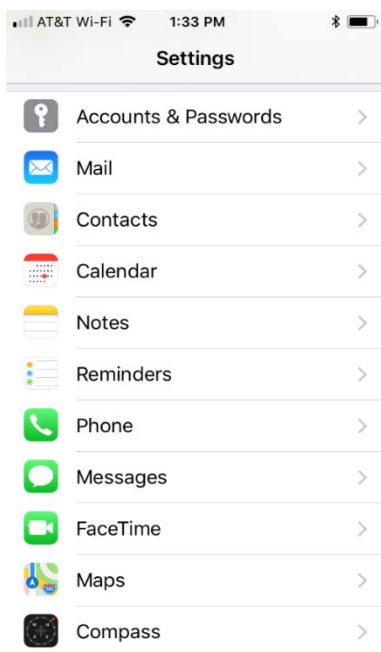
### SETTING UP YOUR APPLE IPHONE OR IPOD TOUCH FOR UHCL'S E-MAIL

This document is intended to be a self-help guide for setting up your Apple iPhone or iPod Touch to connect to the UHCL e-mail system; there is a separate guide for connecting to the UHCL wireless network. Beyond this document, no further support is available. You must be using firmware version 2.0 or later, and it is recommended that you be using the most recent release of the iPhone or iPod Touch software from Apple, Inc.

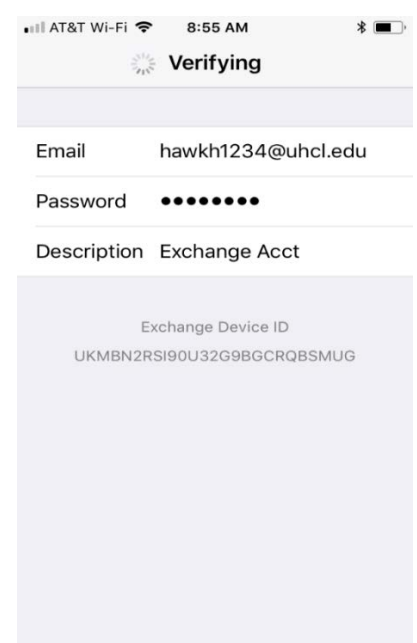
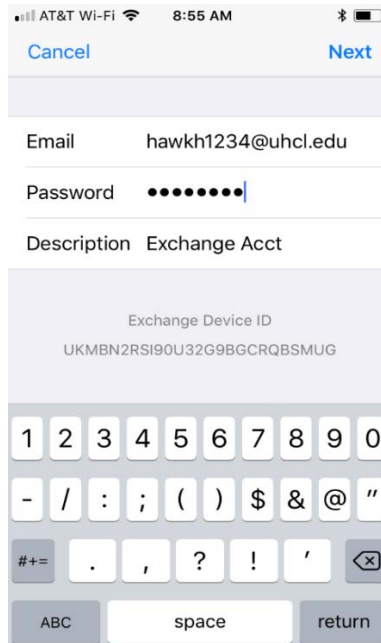
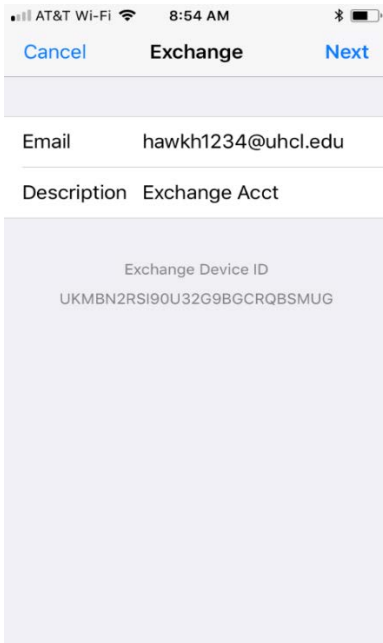
You'll need to know your UHCL login information, including the domain, your user id, and password. When asked to input your user id, include the domain in the username filed, separated from your UHCL user id by a backslash. The domain for all students is **pclab**; for all faculty/staff it is **uhcl**. Any field which requests the domain can be left blank.

Please note that UHCL uses Microsoft Exchange ActiveSync to provide e-mail access to your mobile device. Only one such account can be configured on your device at a time. If you use ActiveSync to connect to another e-mail account you will be unable to configure your device to connect to your UHCL e-mail account.

1. Touch **Settings** from the **iPhone** device.
2. Touch **Accounts & Passwords**.
3. Touch **Add Account**.
4. Touch **Exchange**.



5. Type the e-mail and description to set up, touch **Next**.
6. Type in your e-mail password, touch **Next**, you will see it **Verifying** (if the e-mail is invalid, it will not verify).



7. The next screen you see, will want you to put in the **Server** and **Domain** information. Server is **webmail.uhcl.edu** and Domain is either **pclab** (student) or **uhcl** (staff/faculty). Touch **Save**.
8. Review settings and touch **Done**.
9. You will be presented with the **Exchange Acct** screen with **Mail, Contacts, Calendars, and Reminders**, touch **Save**. Toggle these settings on/off as needed.

