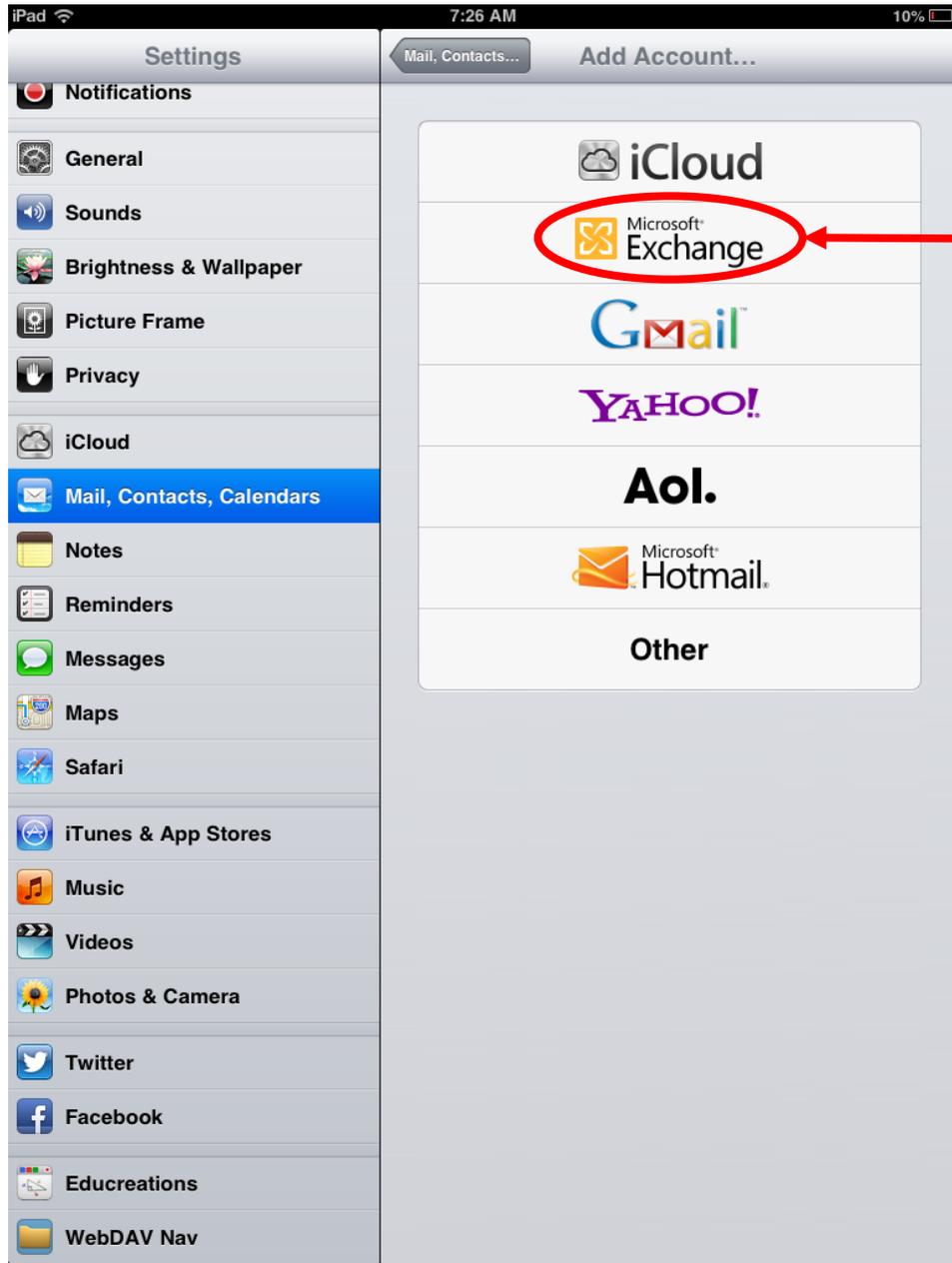


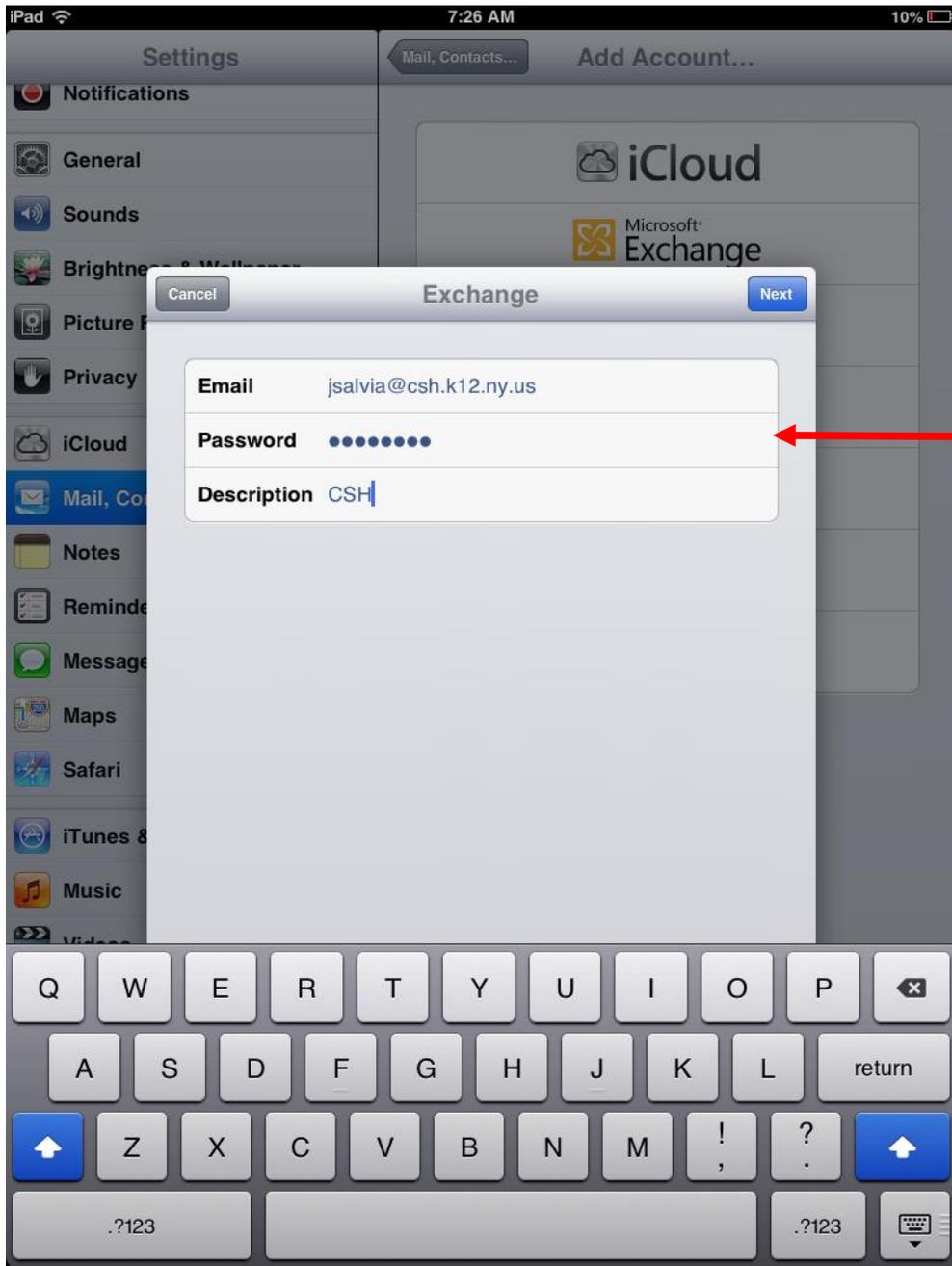
Go into Settings



1. Tap on Mail, Contacts, Calendars
2. Tap on "Add Account"



Tap on "Microsoft Exchange"

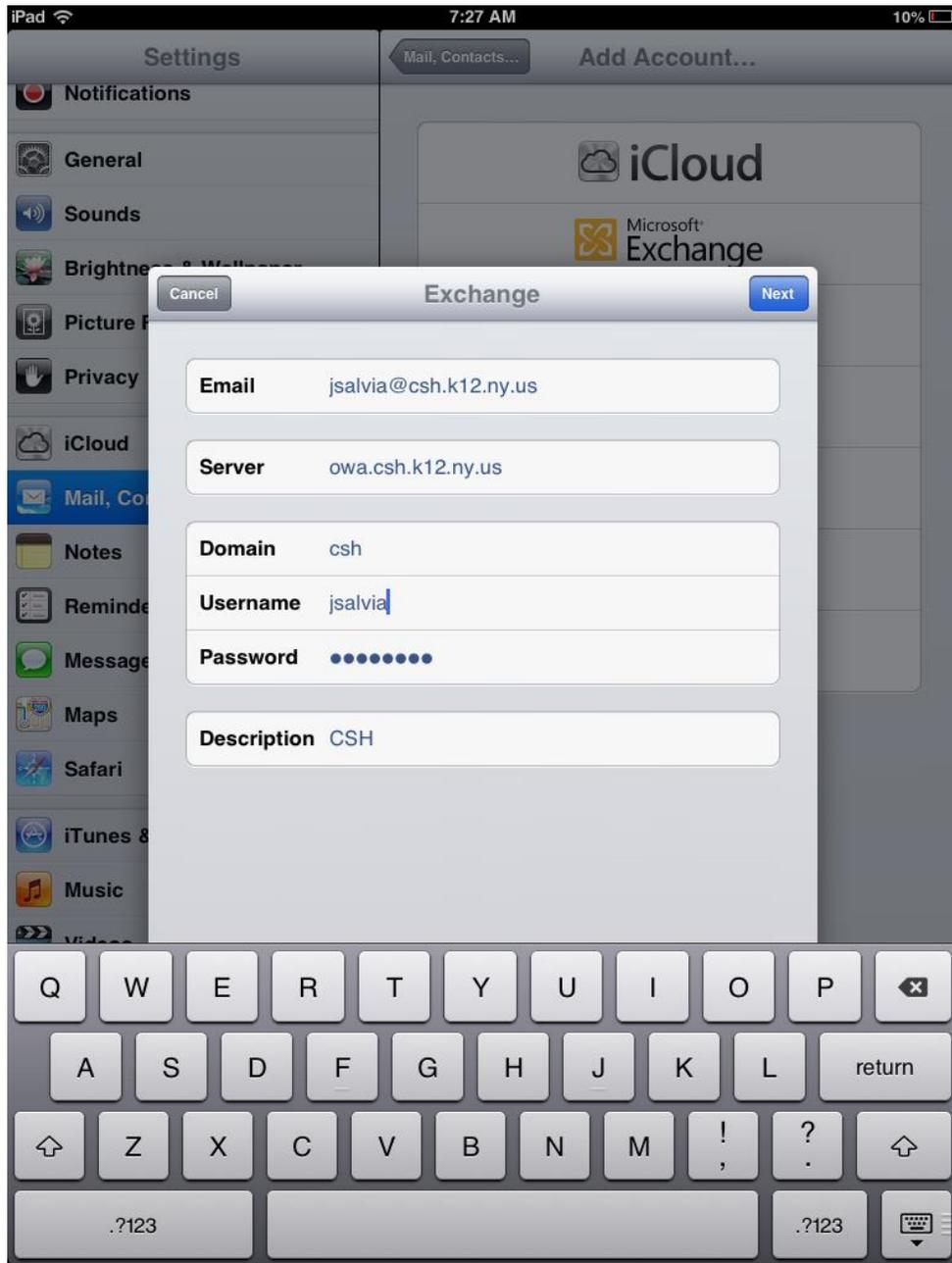


Type in your email address, password, and a description of the account. The Description is what will show up as the name of the Inbox. Using something like “CSH” will help you quickly determine which email inbox you are looking at, if you have multiple email accounts linked on your iPad.

Tap on “Next” after you have entered your information.

You may get a popup like the one below, please click on continue.

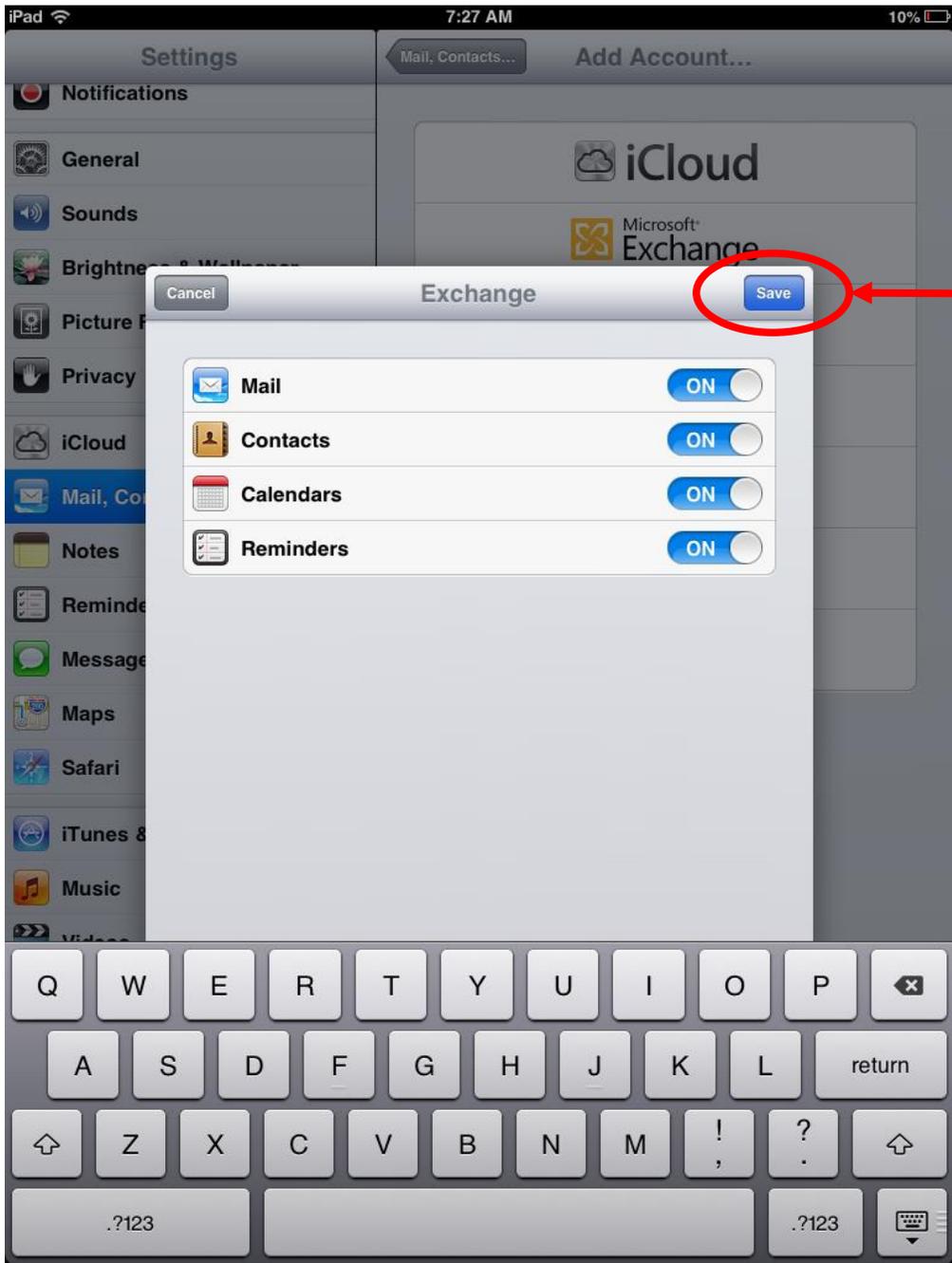




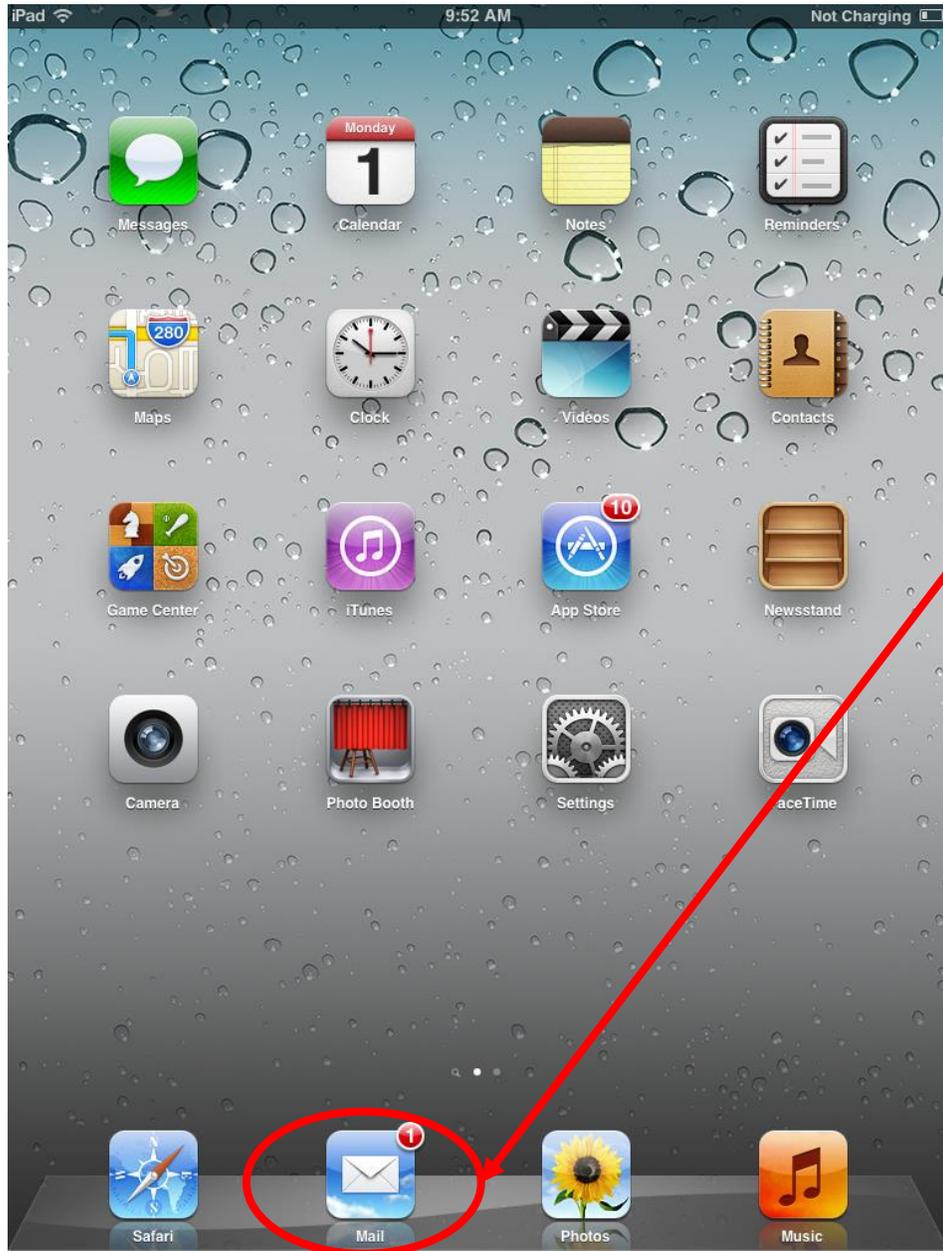
On the following page, please fill in the rest of the information.

1. Server – owa.csh.k12.ny.us
2. Domain – CSH
3. Username – Your username that you use to login to the computers at school
4. Tap on “Next”
5. Once again, if you get a popup message like the one below, tap on “Continue”





Select what options you want to sync from your CSH email account. You can sync, Mail, Contacts, Calendars, and Reminders. When done selecting your options, Tap on “Save”



You can now view your CSH email through the Mail app.