

Setting up your faculty/staff email in iOS (iPhone, iPad, iPod Touch)

Please have the following information with you:

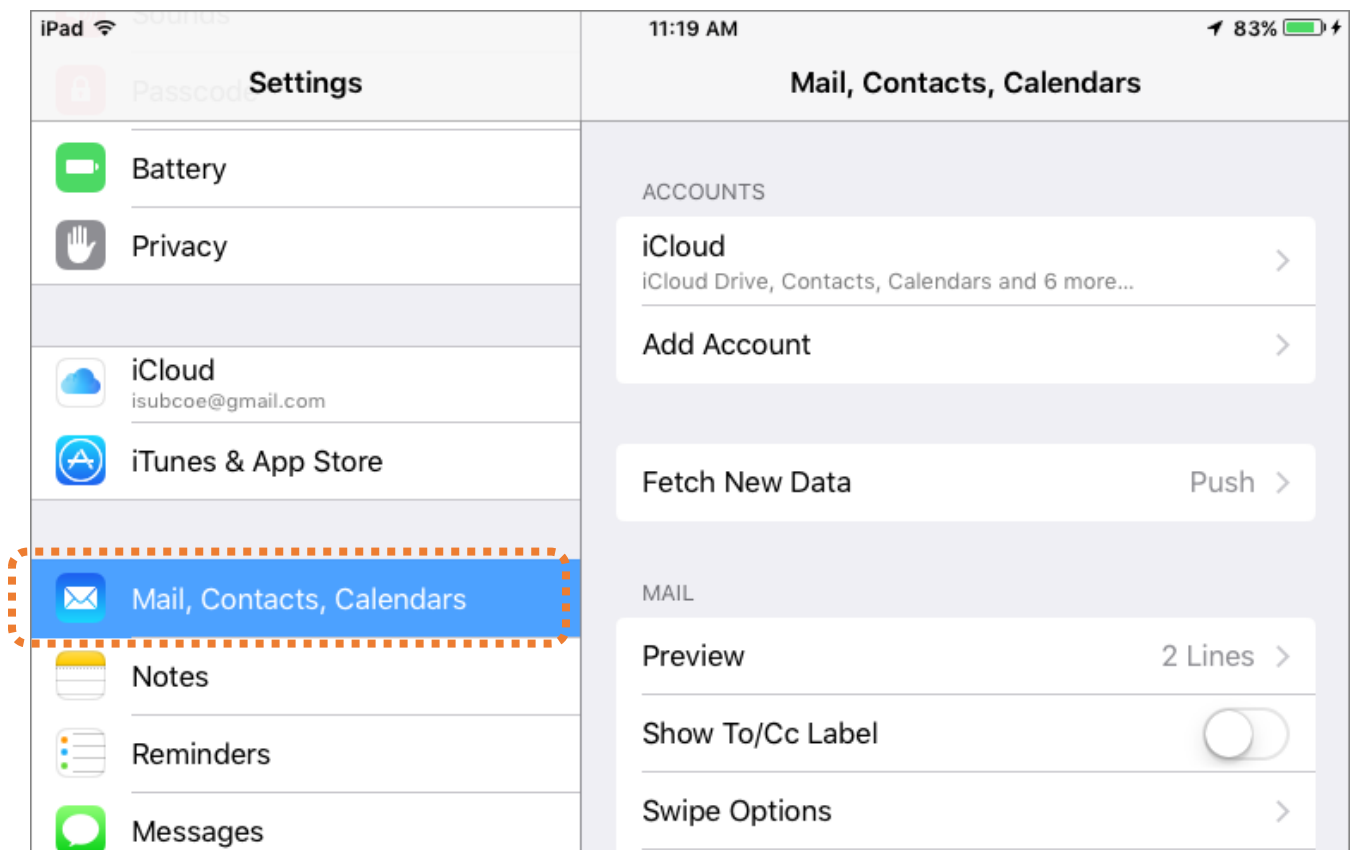
- Your portal ID, indstate email address, and password

You will also need the following ISU network information:

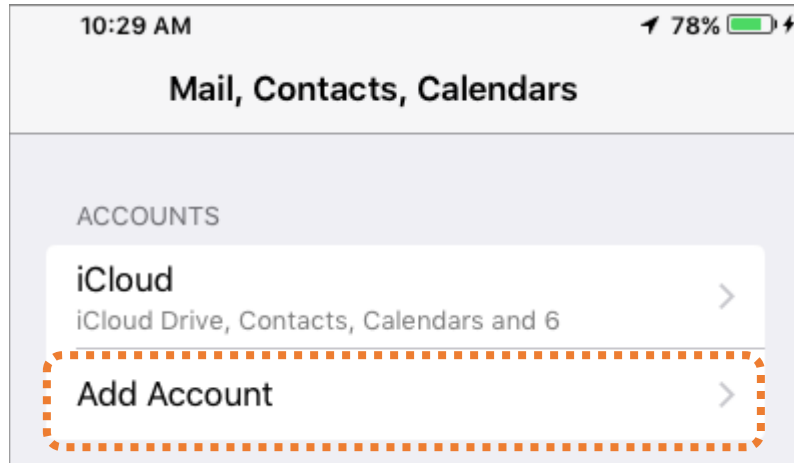
- Domain: ISUAD\
▪ Server: webmail.indstate.edu
▪ Username: <Portal_ID>

Setup your student sycamores email in iOS

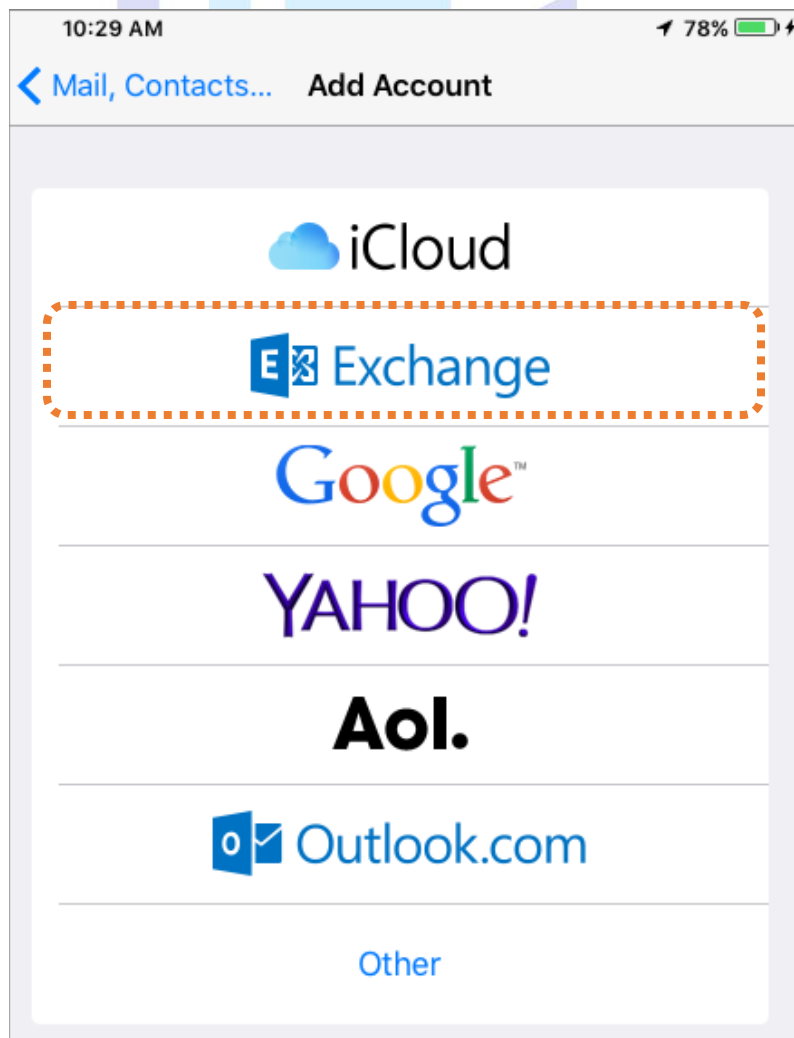
1. Tap the Settings > Mail, Contacts, Calendars.



2. Under ACCOUNTS, tap Add Account.



3. Tap Exchange.



4. Enter your sycamore email address and password.

Cancel	Exchange	Next
Email	email@company.com	
Password	Required	
Description	My Exchange Account	

5. Tap Next.

Cancel	Exchange	Next
Email	[redacted]@indstate.edu	
Password	●●●●●●●●	
Description	Exchange	

6. You may need to provide additional server information. Enter the server, domain, username, and password; then, tap Next

A screenshot of an email configuration screen. At the top, there are two buttons: "Cancel" on the left and "Next" on the right. Below these are several input fields. The "Email" field contains a redacted address followed by "@indstate.edu". The "Server" field contains "webmail.indstate.edu". The "Domain" field contains "isuad". The "Username" field contains a redacted name. The "Password" field contains a series of black dots. At the bottom, there is a "Description" field with the text "Exchange". A dashed orange border highlights the Email, Server, Domain, Username, and Password fields.

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7. Choose options that you want to sync with the device and tap Save.

A screenshot of an email configuration screen. At the top, there are three buttons: "Cancel" on the left, "Exchange" in the center, and "Save" on the right. Below these are five toggle switches, each with an icon to its left. The first toggle is for "Mail" (envelope icon) and is turned on. The second is for "Contacts" (person icon) and is turned on. The third is for "Calendars" (calendar icon) and is turned on. The fourth is for "Reminders" (list icon) and is turned on. The fifth is for "Notes" (notepad icon) and is turned on. A dashed orange border highlights the "Save" button and the five toggle switches.

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