To get started setting up your UNF E-mail on your iPad tap the Mail icon on the Dock at the bottom of the Home Screen.

Next tap on the first option, **Microsoft Exchange**

**E-mail**: Type in your e-mail address.

**Domain**: Type in UNFCSD

**Username**: Type in your UNF ID. This is the same user id you use to log into myWings.

**Password**: Type in the same password you use to log into myWings

**Description**: We recommend simply using UNF

Tap Next.

Next you will be prompted for the **Server**. Type in **webaccess.unf.edu**

Tap **Next**.
You may select which items you would like to synchronize. By default your Mail, Contacts, and Calendars will be synchronized.

Tap Done

You are all set. You will be directed to your Mail Inbox and email will begin to load.