



CONFIGURING YOUR iPad WITH UNF E-MAIL, CONTACTS, AND CALENDAR

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.

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**

Domain: Type in **UNFCSD**

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

DSID@W



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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.