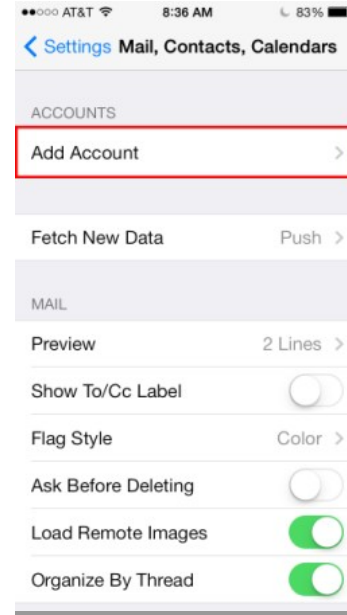


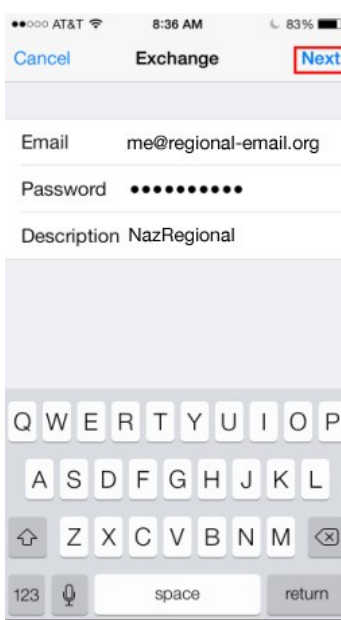
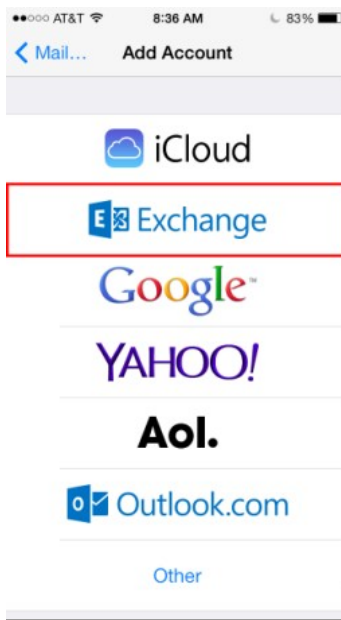
How to setup an Email Account on an iOS Device Using ActiveSync

Note: The images in this guide show iPhone 5 running iOS 7. Though screens on other iOS devices and versions will differ, the process is the same.

1. On the home screen of your device, tap **Settings** > **Mail, Contacts, Calendars** > **Add Account**.



2. Tap **Exchange** and enter your email address, password, and an optional description. The description will only show on your device and is to help you identify the account. Tap **Next**.



3. Enter the Server and Username information. In your New Email Account welcome message, it says that your account is on the Global Server or the Field Server.

- a. If you are on the **Global Server**, please enter this as the server:
mail.globalnaz.org
- b. If you are on the **Field Server**, please enter this as the server:
gnsync.globalnaz.org

Note that your username is your full email address. Tap **Next**. Then select the services you would like to sync with the server. Tap **Save**.

The account setup is complete.

