

Set Up Student Email on Apple Device (iPhone, iPod, iPad)

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Summary

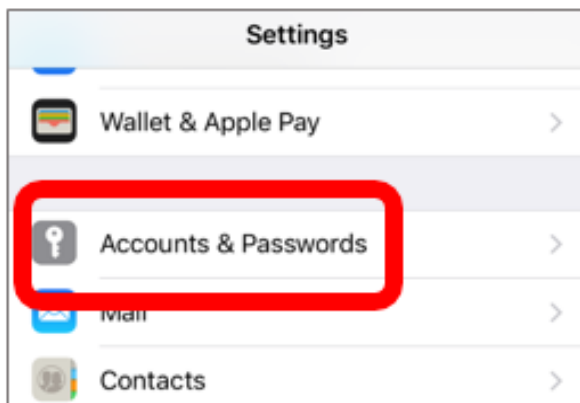
How to pair an Apple device, such as an iPhone or iPad, with an A-B Tech student email account

Instructions

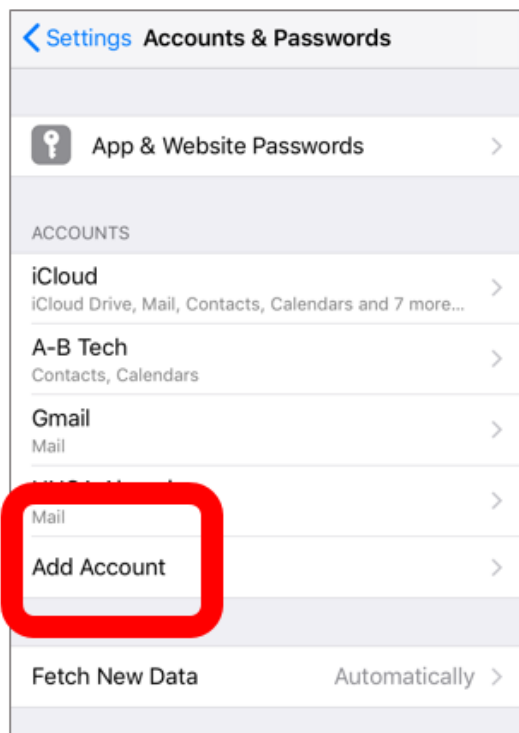
1. Make sure your device has an Auto-Lock passcode (such as a number or your fingerprint Touch ID).
2. Open the “Settings” app on your Apple device.



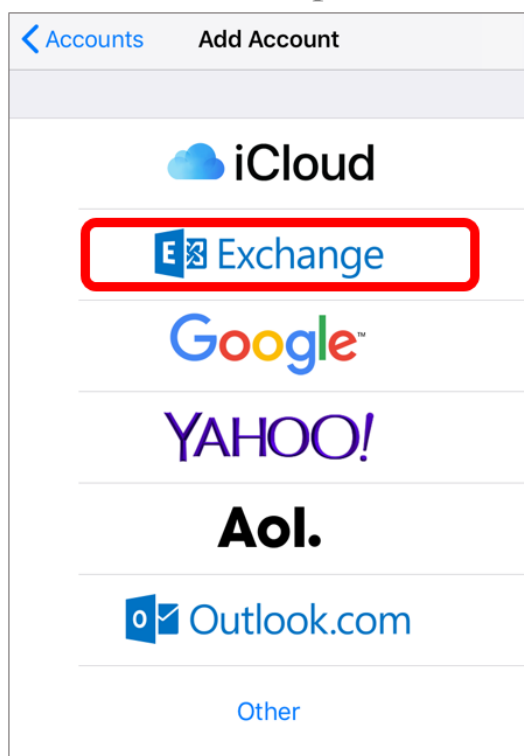
3. Tap "Accounts & Passwords."



4. Tap "Add Account."



5. From the list of options, select "Exchange."



6. Enter your full email address and, optionally, a description like "A-B Tech" and then tap "Next."

Cancel	Exchange	Next
Email	email@example.com	
Description	My Exchange Account	
Exchange Device ID		

7. Enter your password and tap "Next."
8. Enter the settings from the screenshot below and tap "Done."
Email: your full email address, e.g. janeqdoe@students.abtech.edu
Server: outlook.office365.com
Domain: ABTECH
Username: your full email address, e.g. janeqdoe@students.abtech.edu
Password: your A-B Tech password
Description: optional descriptive text, such as A-B Tech

Cancel	Account	Done
Email	janeqdoe@students.abtech.edu	
Server	outlook.office365.com	
Domain	ABTECH	
Username	janeqdoe@students.abtech.edu	
Password	●●●●●●●●●●●●●●●●	
Description	A-B Tech	
Advanced Settings	>	

If you encounter any problems, contact the IT HelpDesk at helpdesk@abtech.edu or (828) 398-7550.

Key Words: Apple, device, iPhone, iPad, i phone, i pad, employee email, pair, sync, link, e-mail

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