

# Email on Apple iPhone OS v1.1 revised 5/16/2022

Colorado State University Pueblo (CSU Pueblo)

## 1 Add email to your Apple iPhone OS device

Open your phone and navigate to the settings menu to begin

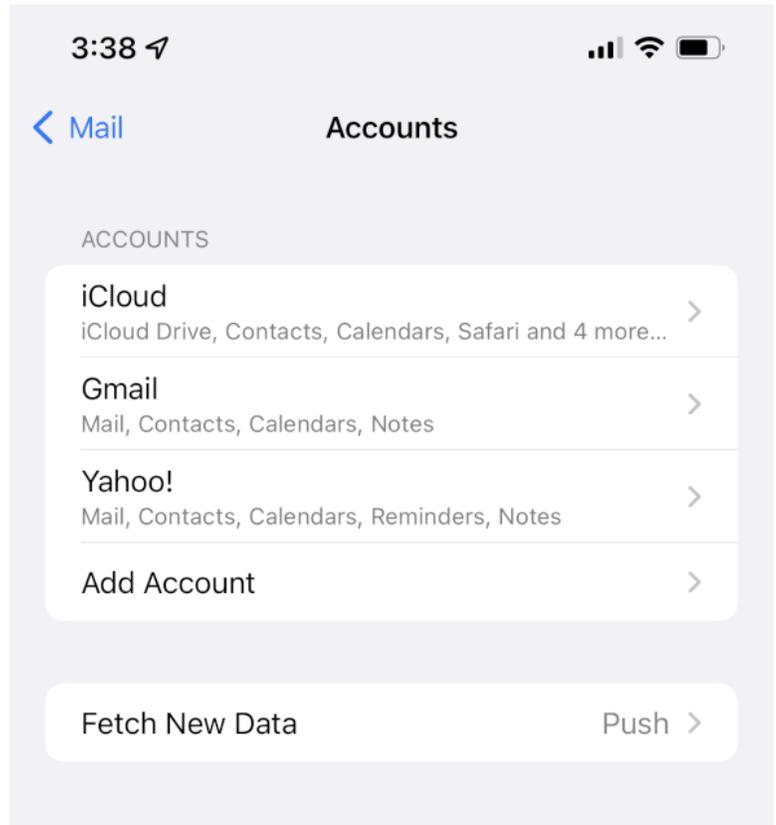
## 2 Mail

Tap Mail



3

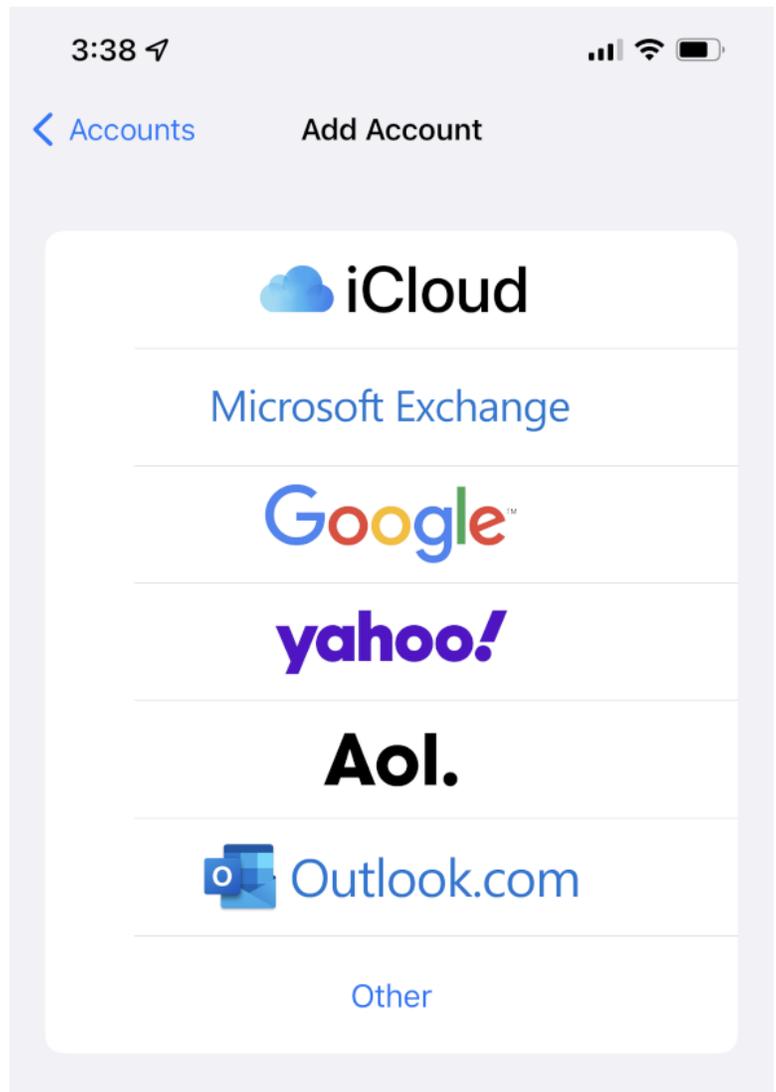
Tap Accounts



4

Tap Add Account

Tap Microsoft Exchange

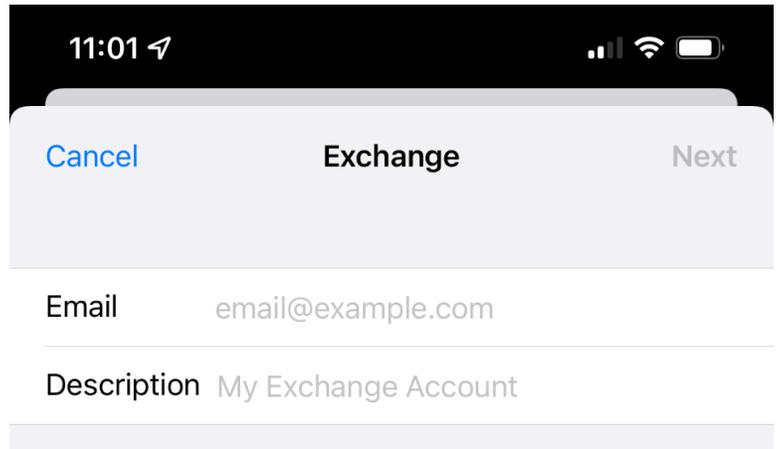


5

Enter your **NetID** followed by **@colostate.edu**  
(This is only a username, not your email address)

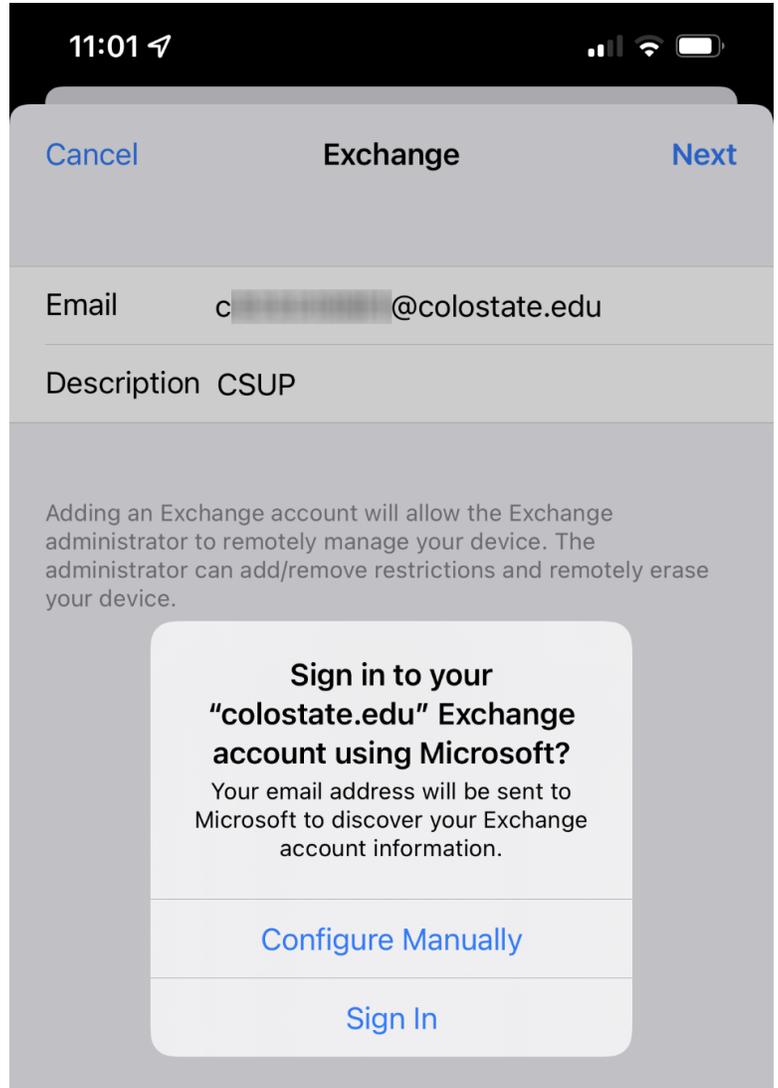
Enter your **Description**

Click **Next**



6

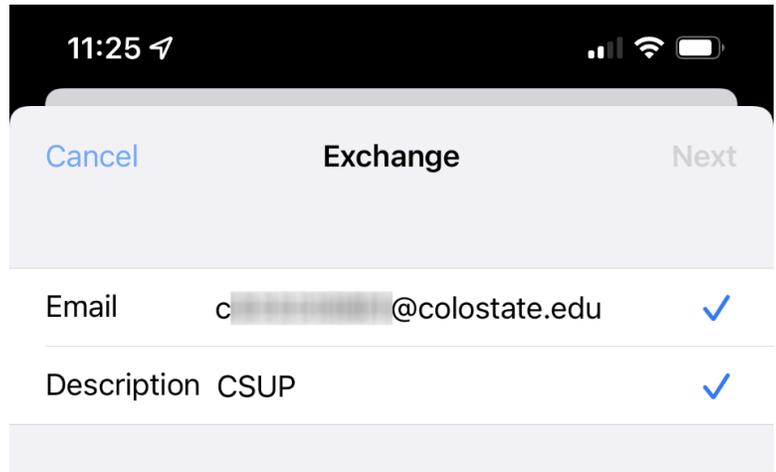
Click **Sign In** and use your NetID password as your password



7

*Wait for account to **Verify***

Once your account is verified, checks will appear by all of your entered information. You will be sent directly to a new screen to save the account.



8

*Select your email settings and click **Save***

Your mail app will now be set up and mail should begin to appear.

**\*\*Note\*\***

**Your actual email address will be the exact same as it was before the transition.**

