Steps for adding your e-mail to your IPhone
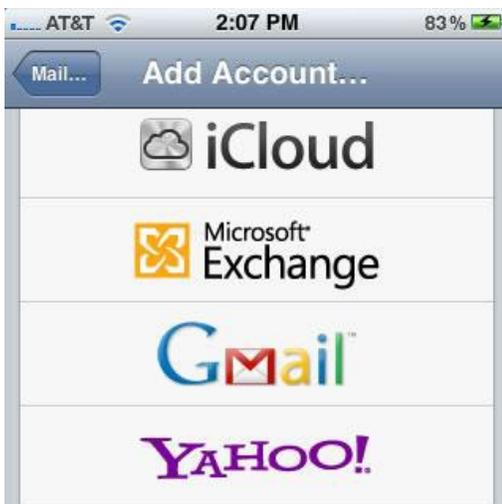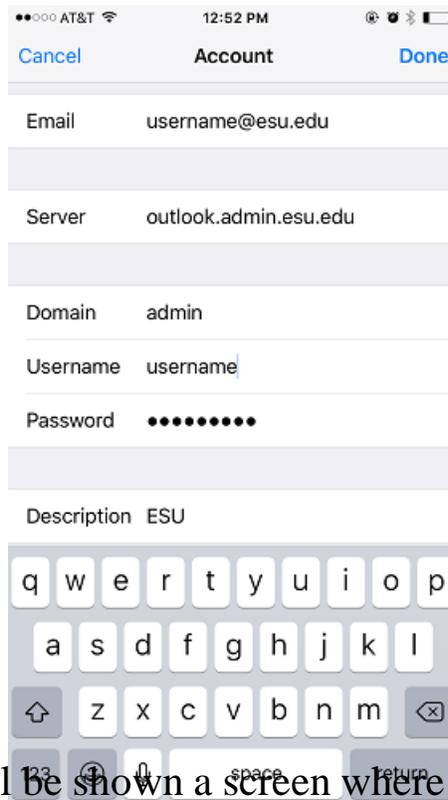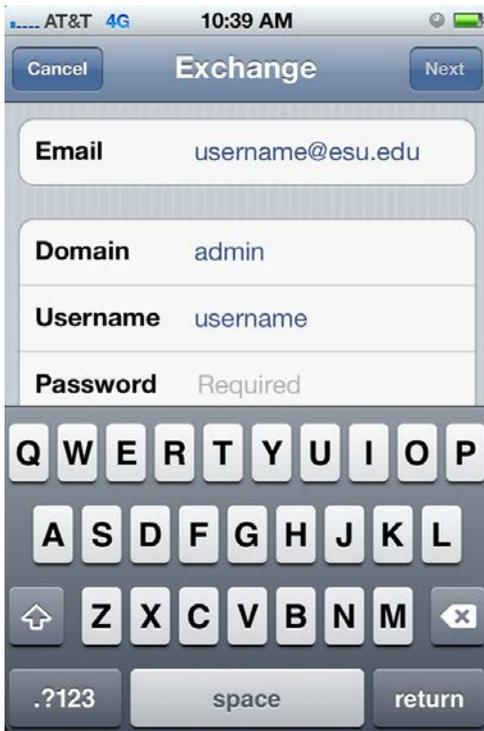
1. Open settings on your IPhone and click on "Mail, Contacts, and Calendars".

2. Click "Add Account…" and then "Microsoft Exchange".

3. Type in your email address, username and password. Use "Admin" for the Domain. After you click next, you will need to put "outlook.admin.esu.edu" for Server and click done.

If you are successful, you will be shown a screen where you will be allowed to change what you need to sync with your mobile device. Before receiving email, you will need to set a security pin on your mobile device.

*Please note that the same credentials and server name you use in these steps should apply for your Android, Windows or other mobile devices. If you still have difficulties, feel free to contact the helpdesk at (570) 422-3789.