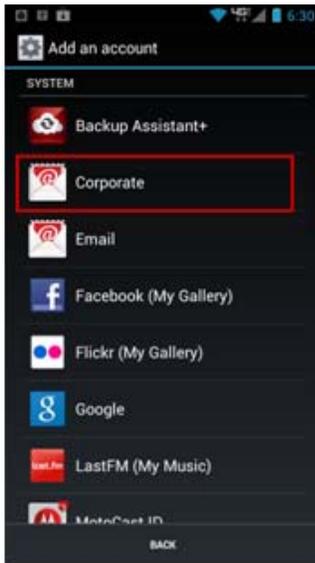
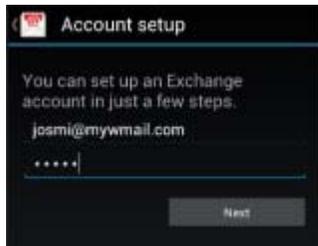


From the home screen touch  > **Settings** > Under *Accounts* touch **+Add account**



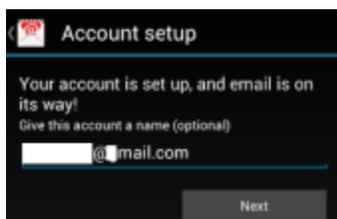
Enter your county email address and windows password and tap **Next**.



Enter vildom1\YOUR\_USERNAME  
Ensure the Server is mail.co.vilas.wi.us  
Tap to check Accept all SSL certificates  
Tap to check Use secure connection (SSL) if required.  
Tap **Next**.

Tap to change the desired *Account* settings. Once finished, tap **Done**. ( you can leave these as default if you wish)

Enter a name for the *account* and then tap **Next**. ( enter something like Vilas Exchange)



The Microsoft Exchange ActiveSync *account* is now set up.

G:\allshare\Information Technologies\Instructions