Go to the Microsoft Exchange setup screen

On the Home screen, tap **Settings**.

> Tap **Mail, Contacts, Calendars**.

> Tap **Add Account**.

> Tap **Microsoft Exchange**.
Enter Exchange ActiveSync account and server information

- Enter your Email, Domain, Username, Password, and Description. The description field is automatically populated with your email address but can be modified to include any description you’d like, for example, “My Corporate Email.”

- Tap Next when you’re done.

- If Autodiscover* isn’t enabled, a dialog will appear stating that the Autodiscover certificate could not be verified. Choose Accept to ignore the dialog and to continue with the setup.

- Enter your server information in the Server field and tap Next to complete the setup.

*The Autodiscover service is a feature of Microsoft Exchange Server 2007 that simplifies the setup and provisioning of your mobile device by returning the required system settings after you enter your email address and password. By default, the Autodiscover service is enabled in Exchange 2007.
Synchronize with Microsoft Exchange

When the setup is complete, iPhone displays a list of data types to sync with Exchange. Choose from the list and tap Save to initiate the first sync.

If your company enforces a passcode policy, you’ll be prompted to establish a device passcode.

Enter the passcode a second time and tap Next.
You are now configured to access your corporate email, calendar, and contacts. Proceed to the next step to configure additional options.
Configure additional settings

➤ Once your account is set up, you can configure additional settings and display options.

➤ Tap your account in the Account list to set account synchronization options, such as the number of days to keep mail on your device.

➤ To configure push behavior go back to **Settings**, and then tap **Fetch New Data**.

➤ From here, you can turn off push services or set how frequently data is fetched from the Exchange server when push is disabled.