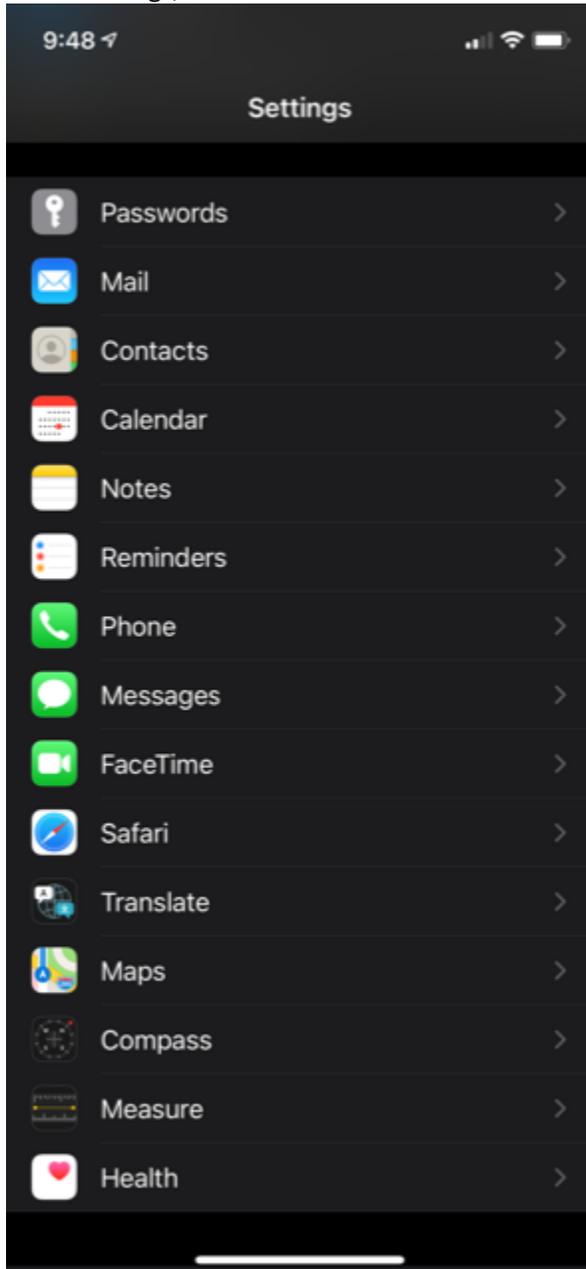


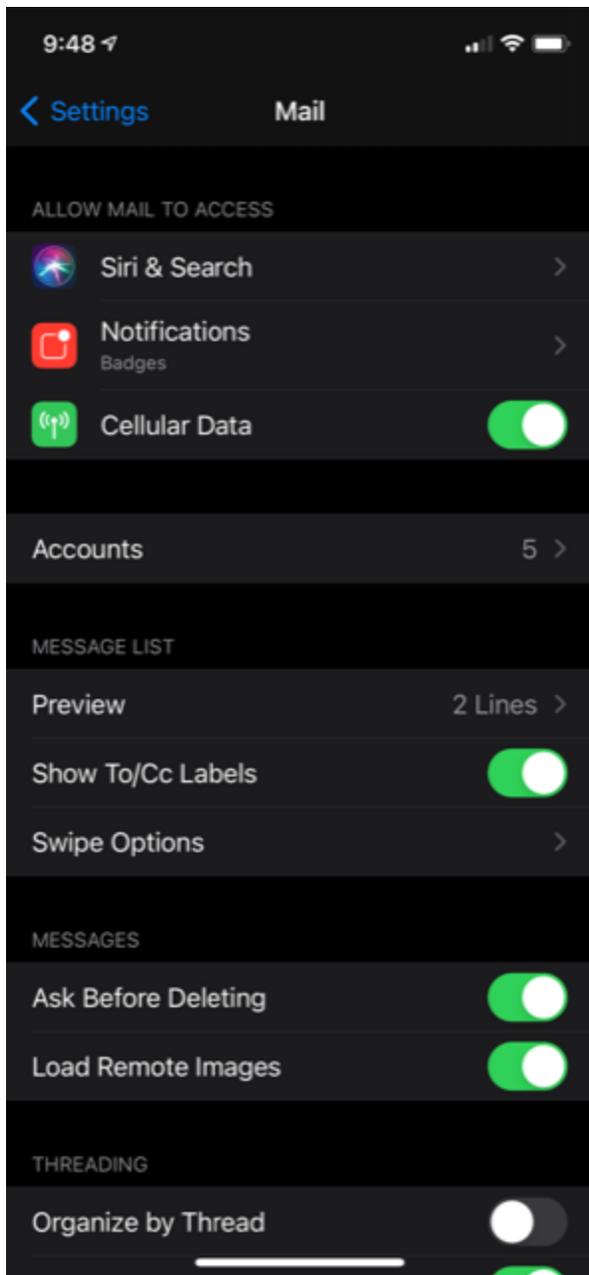
Legislative Mail on iOS Built in Mail App

These are the steps required to setup your legislative email in the native Mail client on an iPhone or iPad.

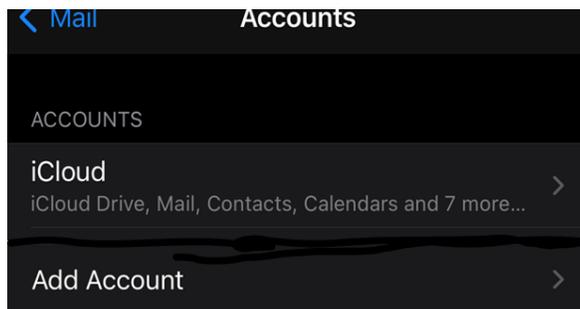
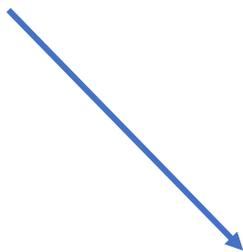
Go to Settings, scroll down and select "Mail".



Select "Accounts"



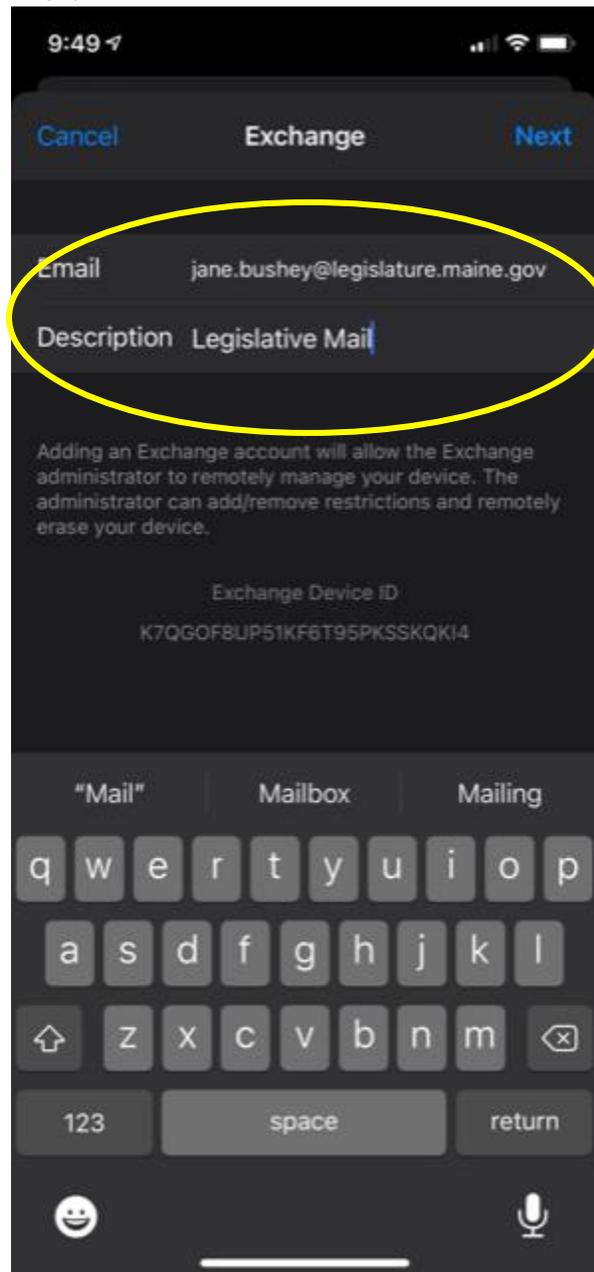
Under Accounts select "Add Account"

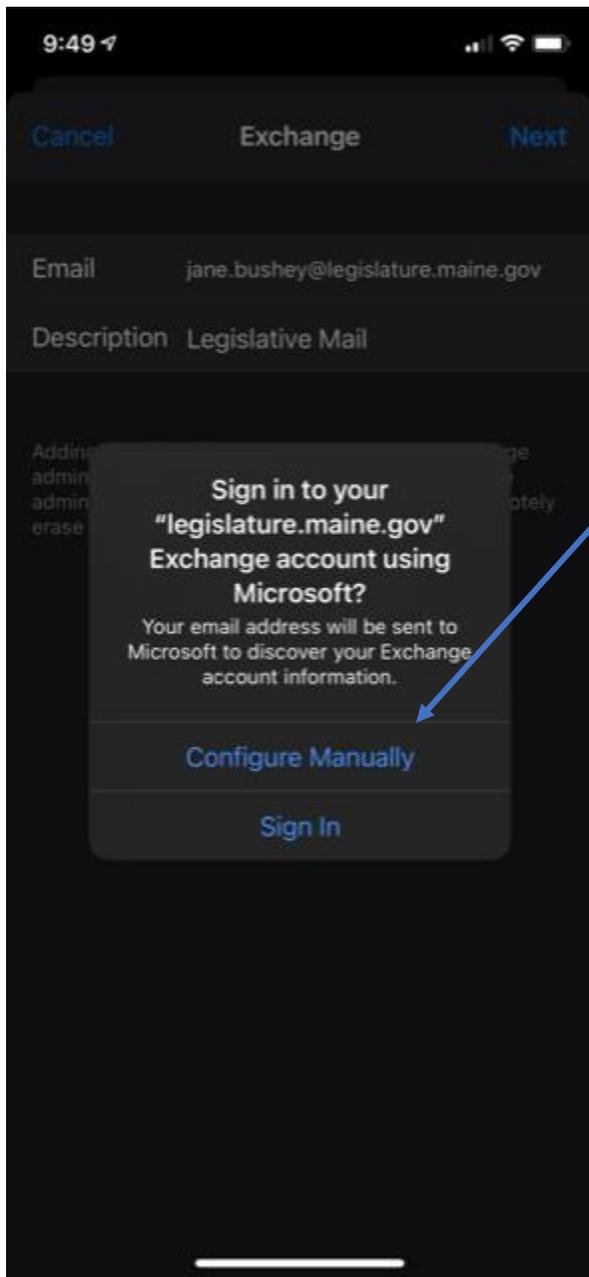




Select "Microsoft Exchange"

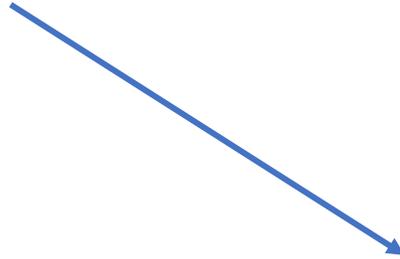
Enter your email address and a description (e.g. Sen. Bushey's Legislative Mail) of your choice and click "Next"





You'll get a popup, select "Configure Manually"

Enter your email Password and click "Next"



9:49

Cancel Next

Email jane.bushey@legislature.maine.gov

Password

Description Legislative Mail

Adding an Exchange account will allow the Exchange administrator to remotely manage your device. The administrator can add/remove restrictions and remotely erase your device.

Exchange Device ID
K7QGOF8UP51KF6T95PKSSKQK14

Fill in the server field as
"exchange.mainelegislature.org"

9:52

Cancel Next

Email jane.bushey@legislature.maine.gov

Server exchange.mainelegislature.org

Domain sh

Username janeb

Password

Description Legislative Mail

Adding an Exchange account will allow the Exchange administrator to remotely manage your device. The administrator can add/remove restrictions and remotely erase your device.

Exchange Device ID
K7QGOF8UP51KF6T95PKSSKQKI4

In the Domain spot, enter as "sh", it's not case sensitive.

The Username is your network username, typically "FirstInitialLastName" (like jbushey), it's not case sensitive

You WILL have to enter your email password again and click "Next"

Select the items you'd like to have synchronized with your device, typically Mail, Contacts and Calendar, and click "Save". Note ALL are turned on by default.

