

Knights Email – iPhone and iPad

Knights Email can be configured to run on your iPhone or iPad. You can either use Exchange/Active Sync and have access to your email, calendar, and contacts, or use POP or IMAP and have access to only email.

Contents

Need Help?	1
Configuration on iPhone/ iPad.....	2
Microsoft Exchange (Active Sync) Configuration	2
IMAP and POP Configuration	5
Configuration of POP/IMAP on iPhone/iPad	5
POP Settings	8

Need Help?

Tutorials and information about mobile devices can be found on the Microsoft Outlook website here:

<http://help.outlook.com/en-US/140/cc325688.aspx>

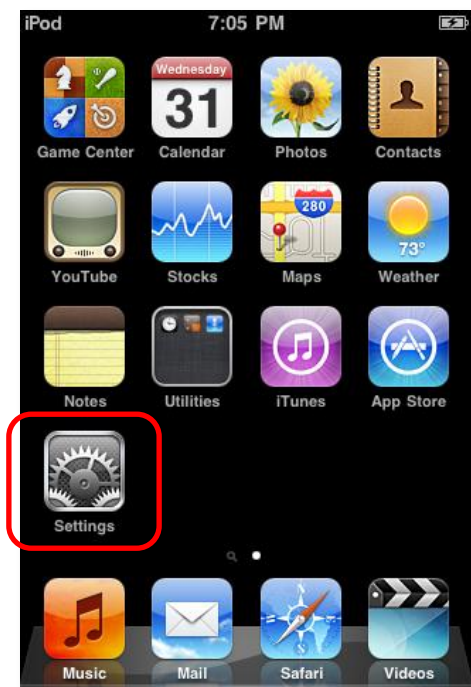
For more information, visit <http://help.outlook.com/>

Configuration on iPhone/ iPad

Microsoft Exchange (Active Sync) Configuration

Active Sync, or Exchange Account, will allow you sync your Email, Calendar, & Contacts across multiple computers and devices

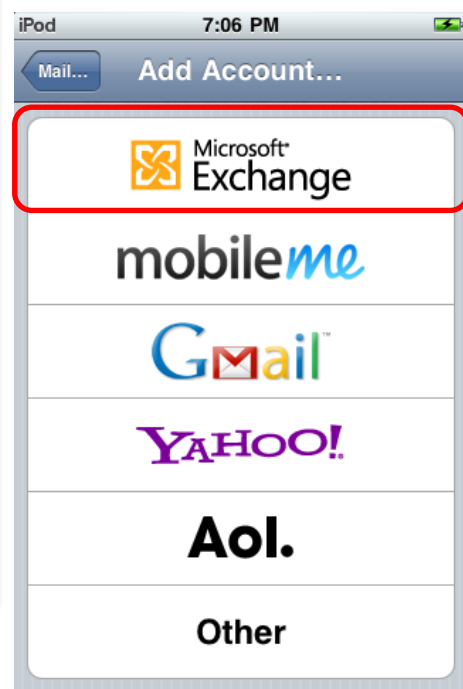
1. Settings



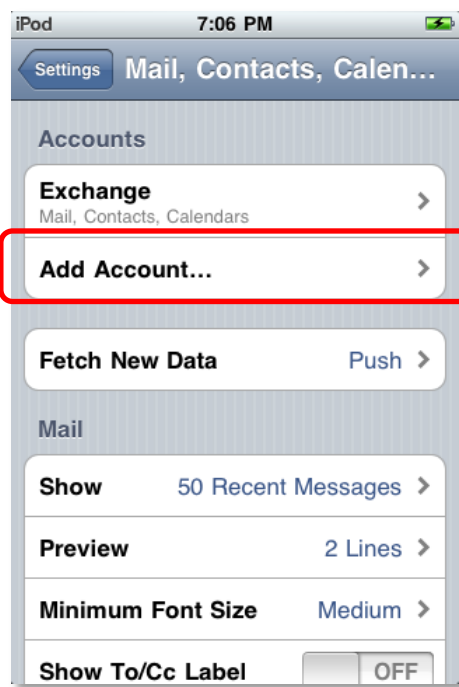
2. Mail, Contacts, Calendars



3. Microsoft Exchange



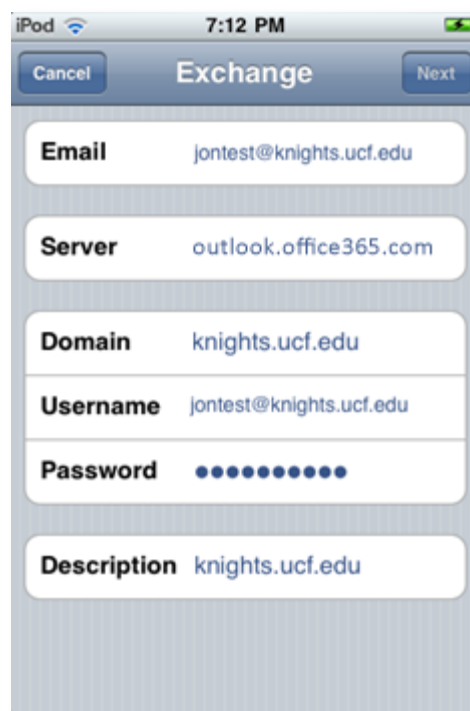
4. Add Account

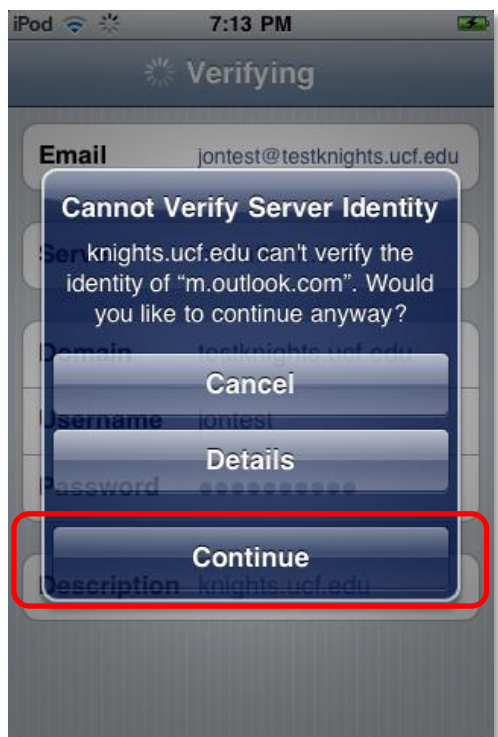


5. Fill in the following:

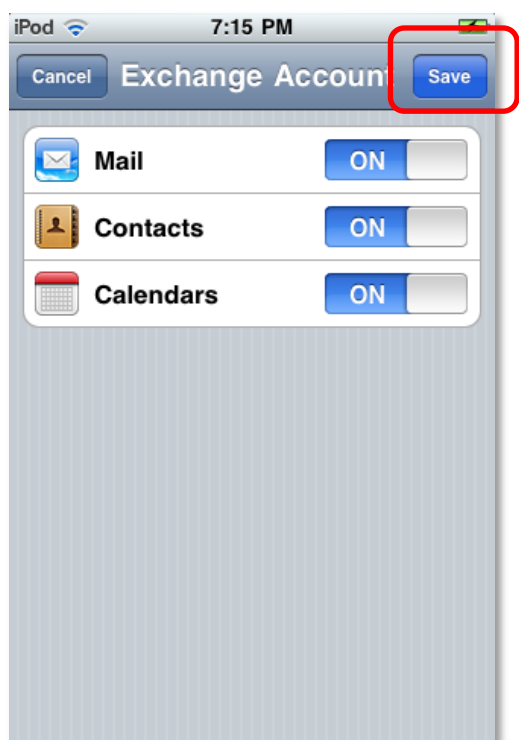
Email: **username@knights.ucf.edu**
 *Server: **outlook.office365.com**
 Domain: **knights.ucf.edu**
 Username: **username@knights.ucf.edu**
 Password: **YoUrPaSsWoRd**

*You may have to click next in order to see this field





6. If you see this message, click **Continue**.



7. Configure which items you want to sync to your phone and click **Save**.

IMAP and POP Configuration

IMAP allows you to have just your email synced between devices. POP allows you to send and receive mail, but it is not synced with any other devices.

	SERVER NAME	PORT	ENCRYPTION METHOD
POP3	outlook.office365.com	995	SSL
IMAP4	outlook.office365.com	993	SSL
SMTP	smtp.office365.com	587	TLS

Configuration of POP/IMAP on iPhone/iPad

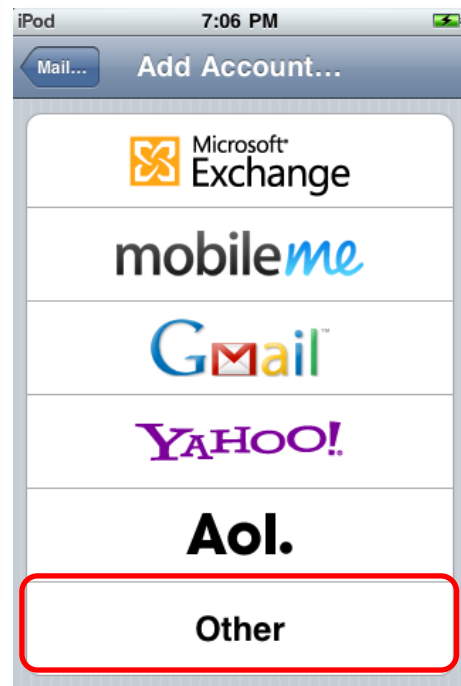
1. Settings



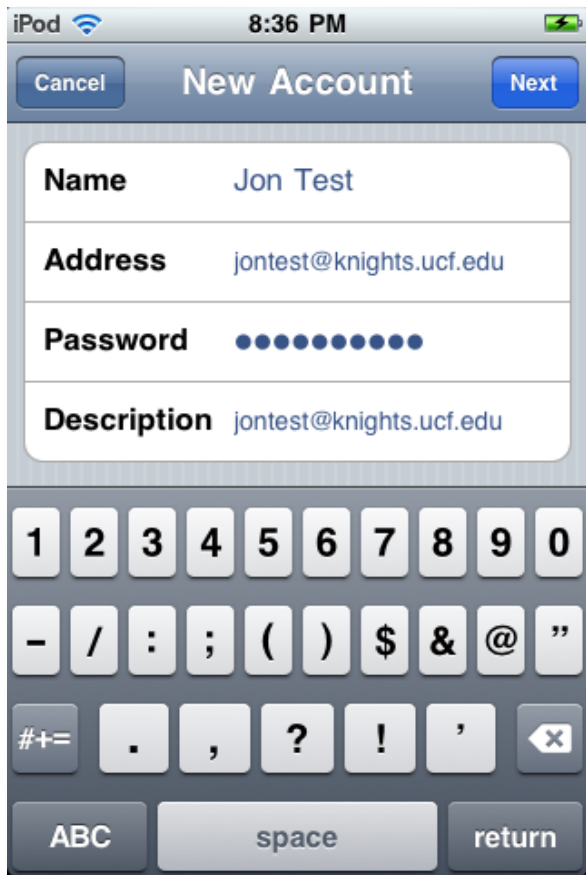
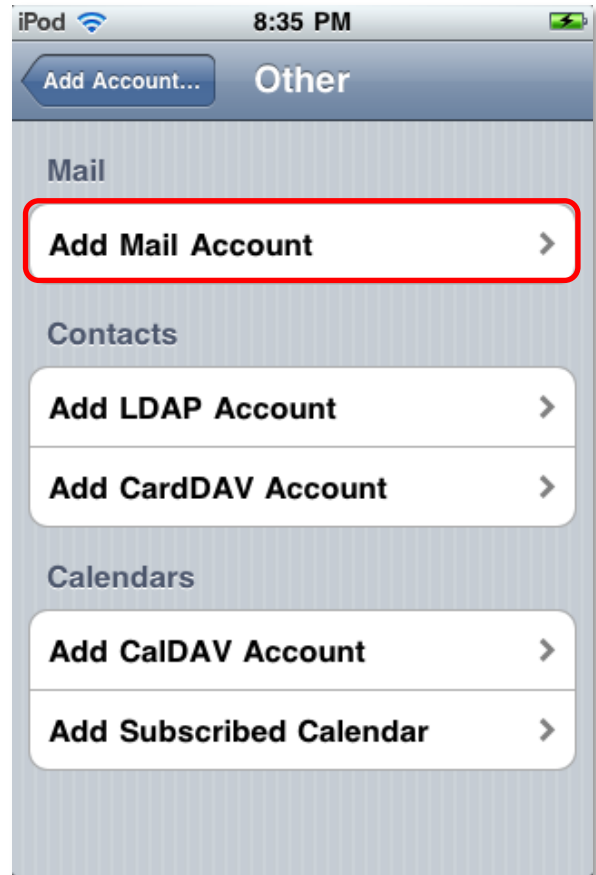
2. Mail, Contacts, Calendars



3. Other



4. Click **Add Mail Account**



5. Fill out the Following

Name:	First and Last Name
Address:	username@knights.ucf.edu
Password:	YoUrPaSsWoRd
Description:	Identifiable account name

The screenshot shows the 'New Account' screen on an iPod. At the top, the status bar displays 'iPod', signal strength, '8:40 PM', and battery level. Below the status bar are 'Cancel' and 'Next' buttons. The main title is 'New Account'. Two buttons, 'IMAP' and 'POP', are highlighted with a red box. Below these are fields for 'Name' (Jon Test), 'Address' (jontest@knights.ucf.edu), and 'Description' (jontest@knights.ucf.edu). The 'Incoming Mail Server' section includes 'Host Name' (outlook.office365.com), 'User Name' (jontest@knights.ucf.edu), and 'Password' (masked with 10 dots). The 'Outgoing Mail Server' section includes 'Host Name' (smtp.office365.com), 'User Name' (jontest@knights.ucf.edu), and 'Password' (masked with 10 dots).

6. Choose **IMAP** or **POP** for your email protocol.

7. Incoming Settings:

Host Name: **outlook.office365.com**
User Name: **username@knights.ucf.edu**
Password: **YoUrPaSsWoRd**

8. Outgoing Settings:

Host Name: **smtp.office365.com**
User Name: **username@knights.ucf.edu**
Password: **YoUrPaSsWoRd**

POP Settings

POP will not sync, but it will just send and receive email from the server. It is almost the exact same as the IMAP setup except the **Incoming Port** is **995**.

Email address: **username@knights.ucf.edu**

Password: **YoUrPaSsWoRd**

Username: **username@knights.ucf.edu**

Incoming IMAP Server: **outlook.office365.com**

Port: **995**

Encryption: **SSL**

Outgoing SMTP Server: **smtp.office365.com**

Port: **587**

Encryption: **TLS**