

How do I configure my Haas Exchange Account on the iPhone 4?

Note: If you are using wi-fi on your iPhone, you will need to authenticate to Airbears with your Calnet ID and Passphrase before you begin the steps below.

Step	Procedure
1	Select "Settings" from your home screen.

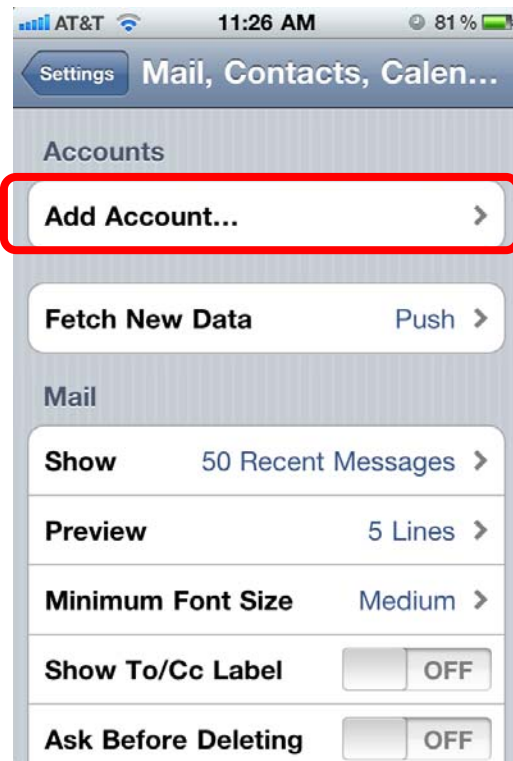


Step	Procedure
2	Select "Mail, Contacts, Calendars."



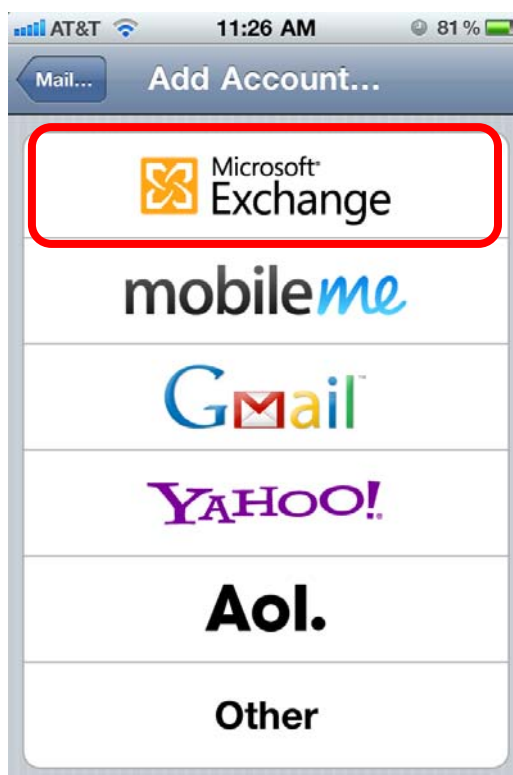
Step	Procedure
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3	Select "Add Account..."
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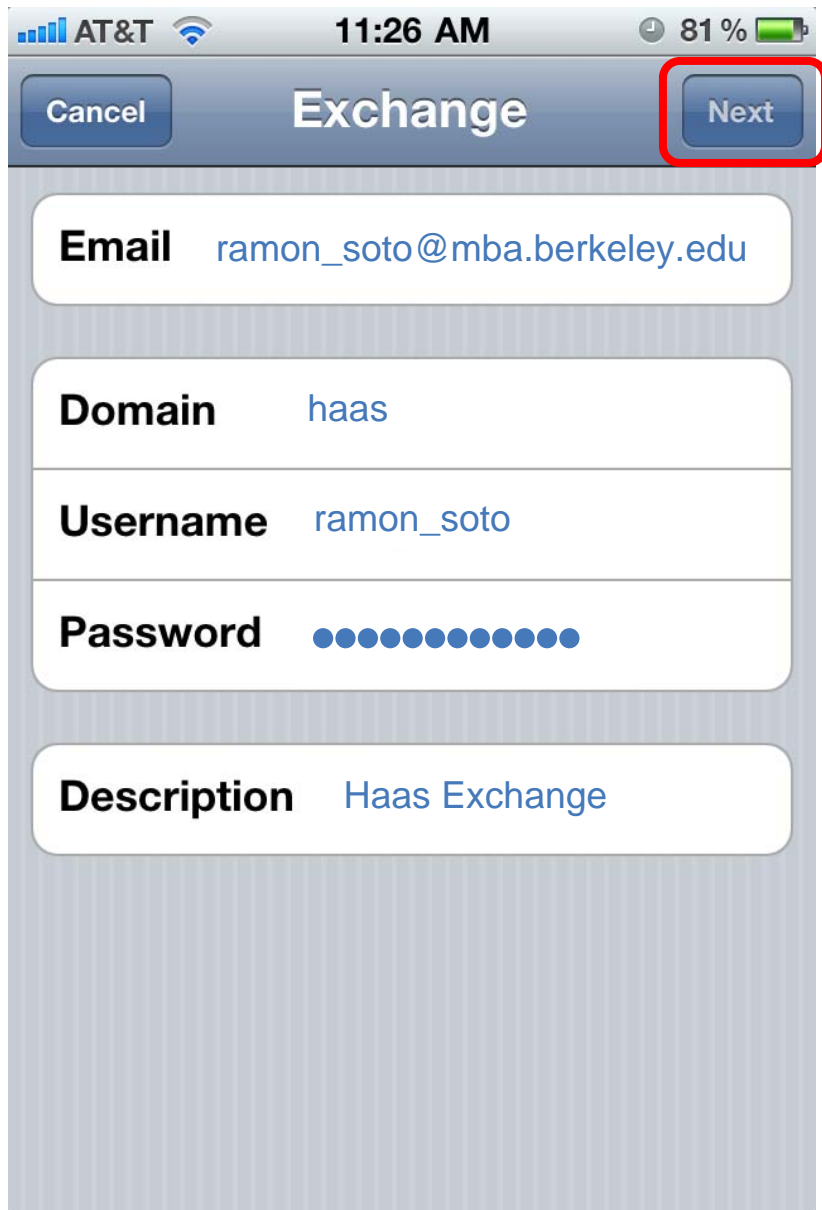


Step	Procedure
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4	Select "Microsoft Exchange."
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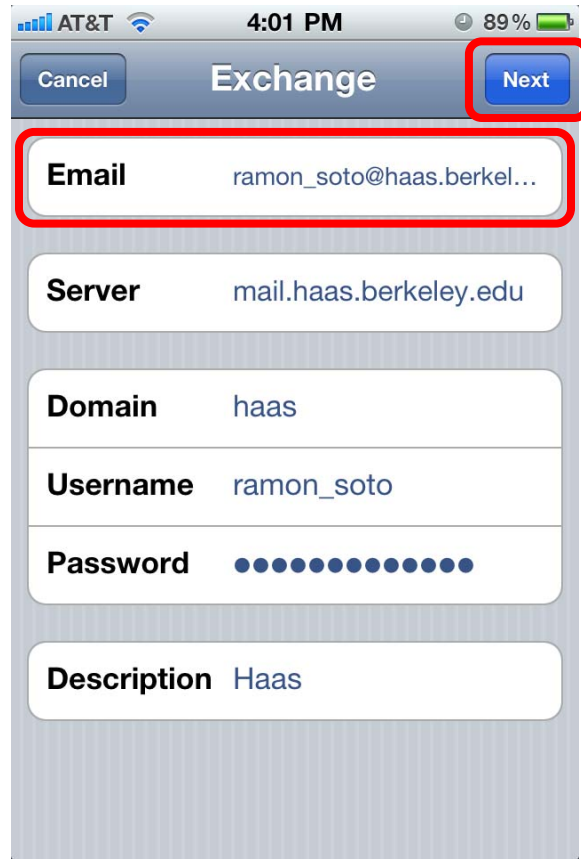


Step	Procedure
5	<p>Fill in the next screen with your Haas information:</p> <p>Example:</p> <p>Email: ramon_soto@mba.berkeley.edu</p> <p>Domain: haas</p> <p>Username: ramon_soto</p> <p>Password: *****</p> <p>Description: Haas Exchange</p> <p>Click Next after you've typed in your information.</p>



Step	Procedure
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6	The “Server” name should automatically be set to: mail.haas.berkeley.edu Click “Next”
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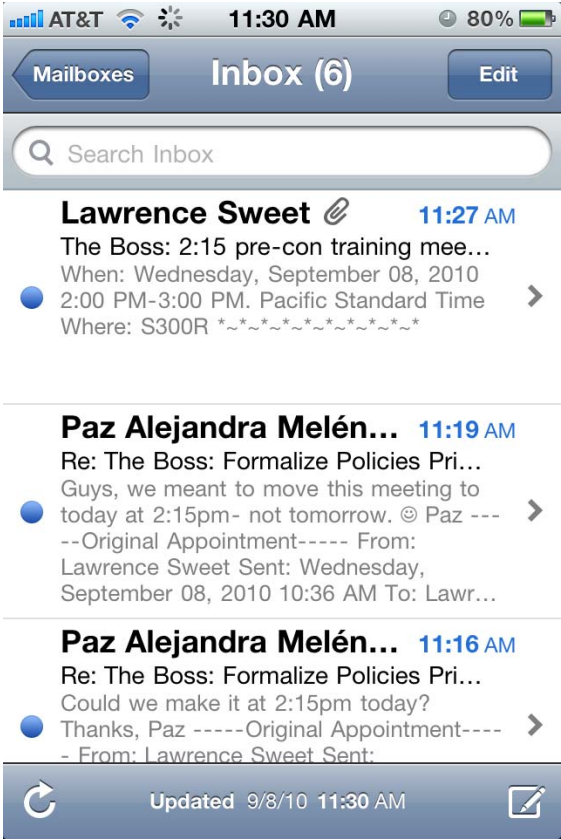


Step	Procedure
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7	With the iPhone and exchange you have the choice to sync Mail , Contacts , and Calendars . You do this by turning a feature ON or OFF . So if in addition to your mail you also want to sync your Contacts and Calendars select ON for all three, then click “Save” .
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Step	Procedure
8	Your “Haas Exchange” account should now show in the “Mail, Contacts, Calendar” Settings.
 <p>The screenshot shows the iPhone Settings app, specifically the 'Mail, Contacts, Calendars' section. Under the 'Accounts' heading, the 'Haas' account is listed with a red rectangular box around it. Below it are options for 'Add Account...', 'Fetch New Data' (set to Push), and 'Mail' settings (Show: 50 Recent Messages, Preview: 5 Lines, Minimum Font Size: Medium, Show To/Cc Label: OFF).</p>	

Step	Procedure
9	If you open your Inbox , you should now be able to view your Haas email.
 <p>The screenshot shows the iPhone Mail app's 'Inbox (6)' screen. It features a search bar and three email entries. The first email is from Lawrence Sweet (11:27 AM) with a subject 'The Boss: 2:15 pre-con training mee...'. The second and third emails are from Paz Alejandra Melén (11:19 AM and 11:16 AM) with subjects 'Re: The Boss: Formalize Policies Pri...' and 'Re: The Boss: Formalize Policies Pri...'. A status bar at the bottom indicates the inbox was updated on 9/8/10 at 11:30 AM.</p>	