# Exchange Mobile Device Setup for NSU Law Users

As shown on an iPad, please note these directions will be similar on iPhones, iPods, and other mobile devices.

*Select the "Settings" Icon*

*Select "Mail, Contacts, Calendars", then select "Add Account…"*
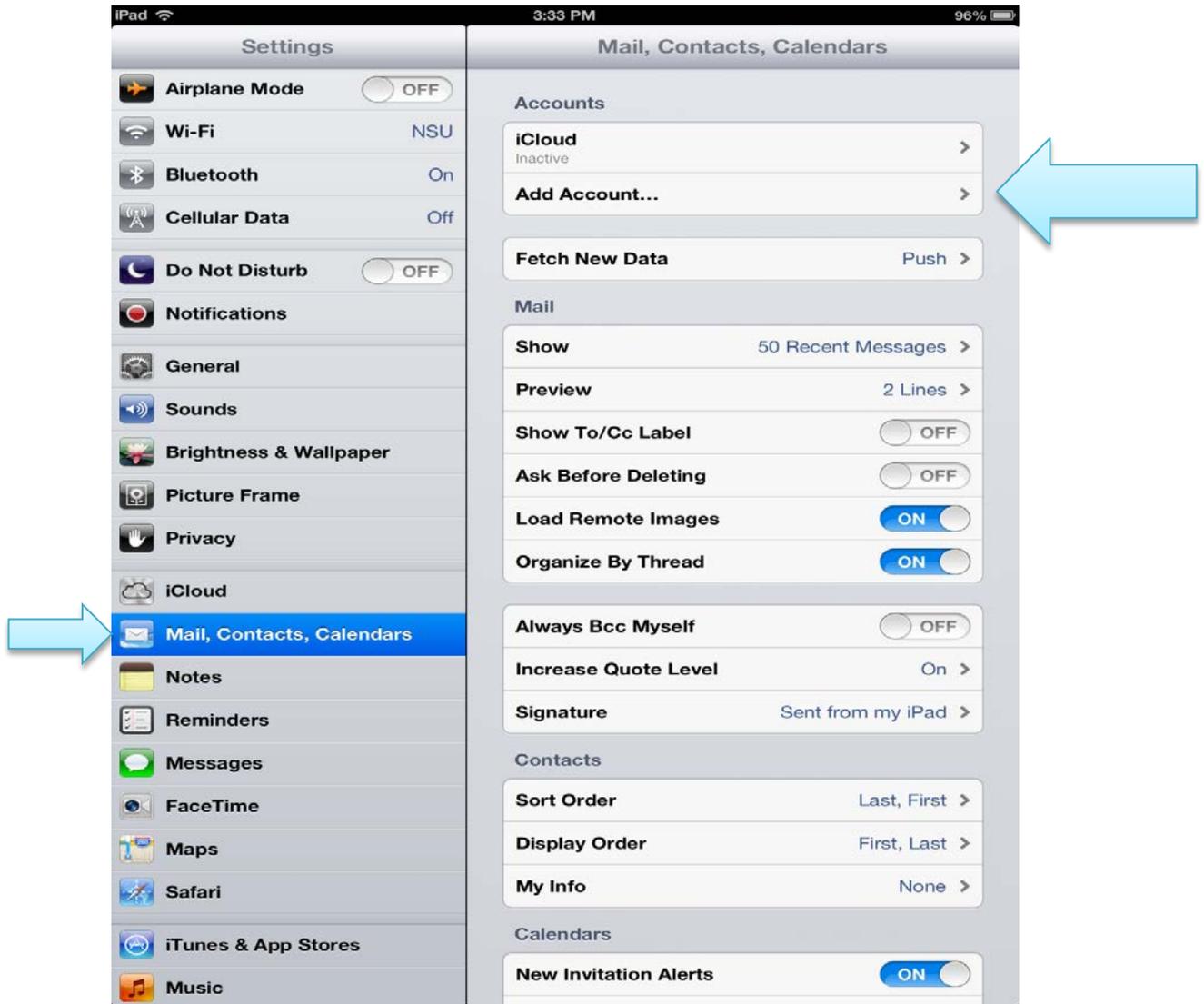
*Select Microsoft Exchange*
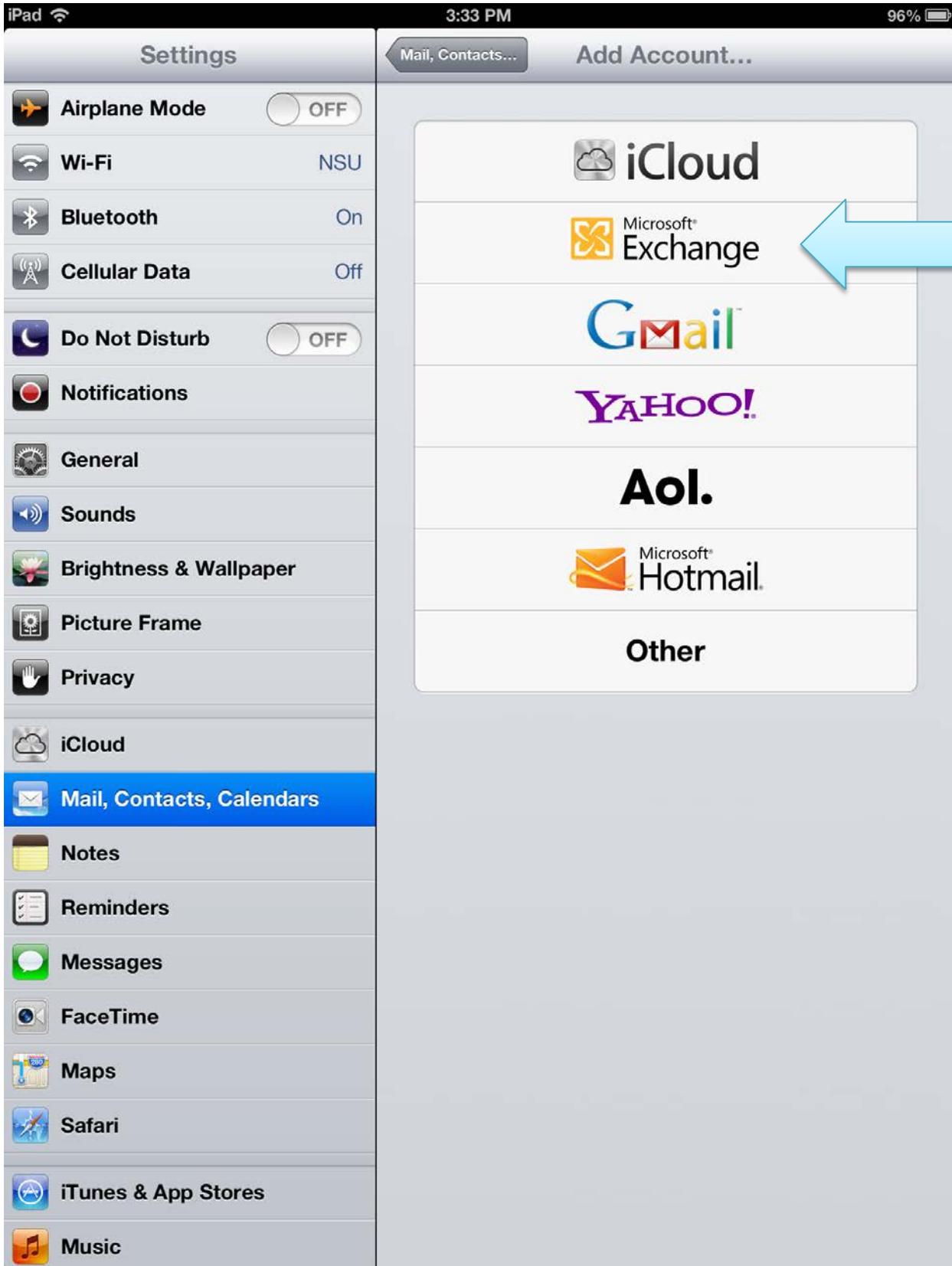
*Enter your email address and password, then select "Next"*
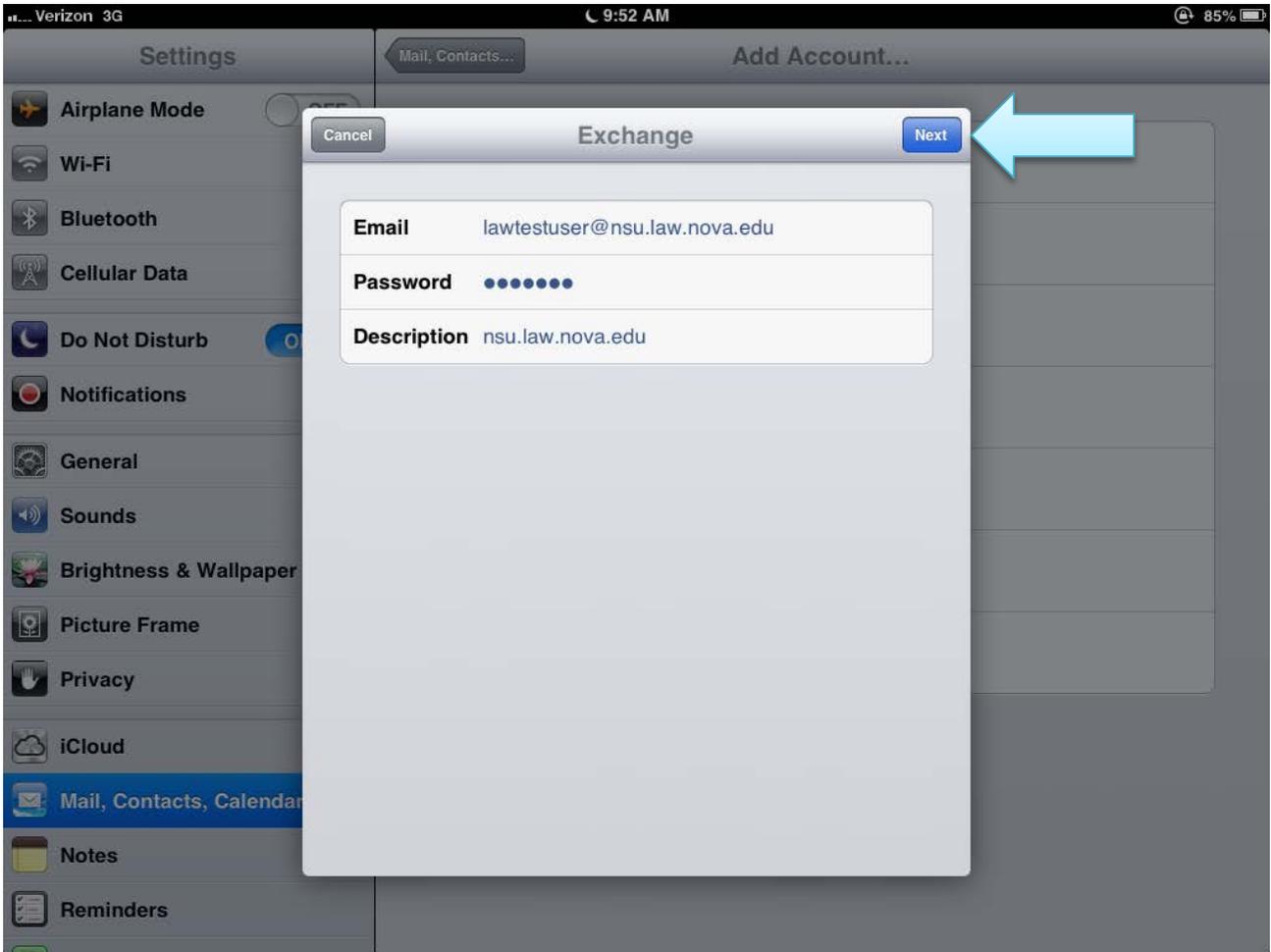
*You will be asked for additional information:*

*For Server, enter: exchange.nova.edu*

*For Username, enter: nova_law\username*

*Once this information is entered, select "Next".*
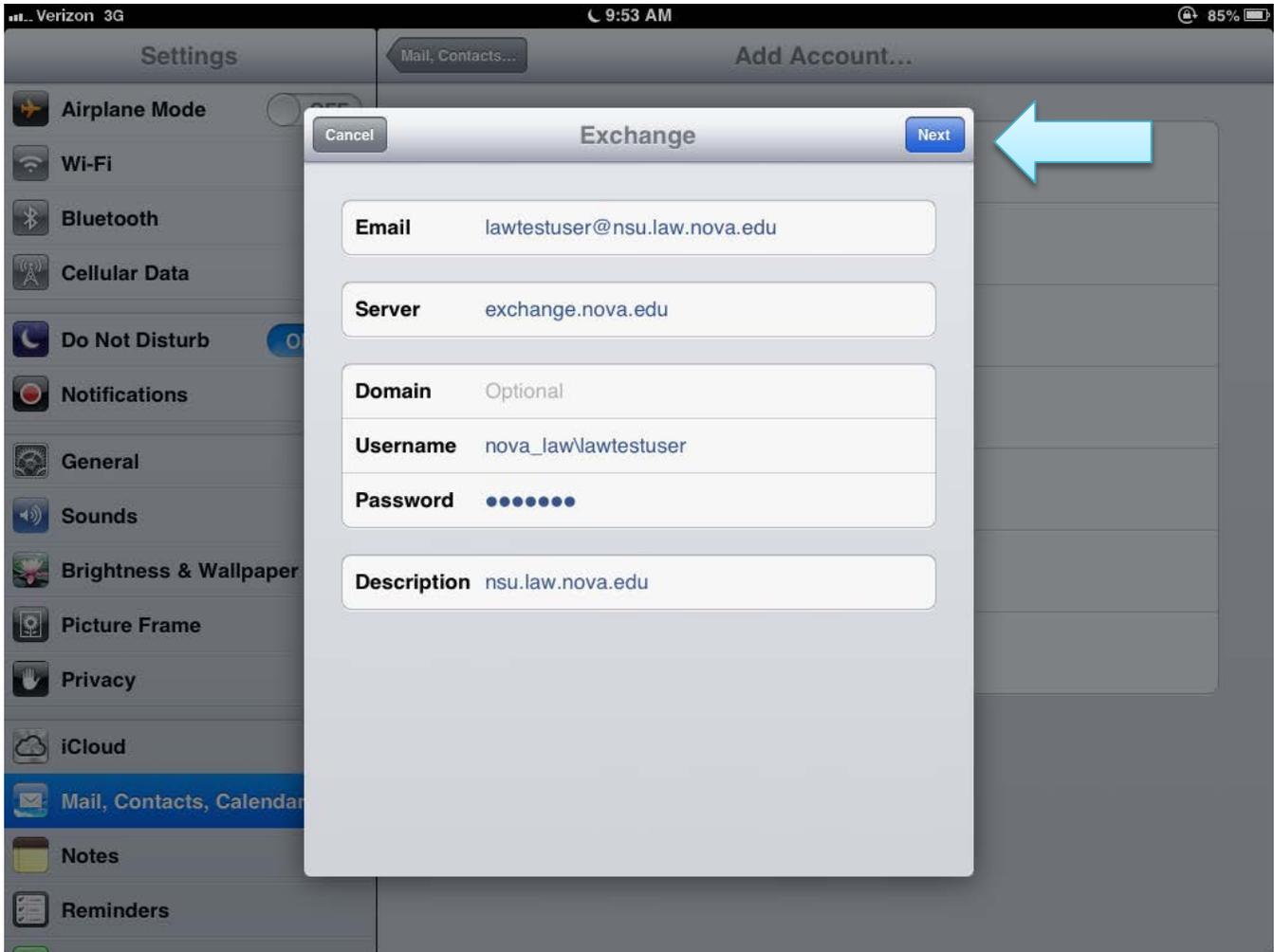
*If the configuration is successful, you should see check boxes next to the fields:*
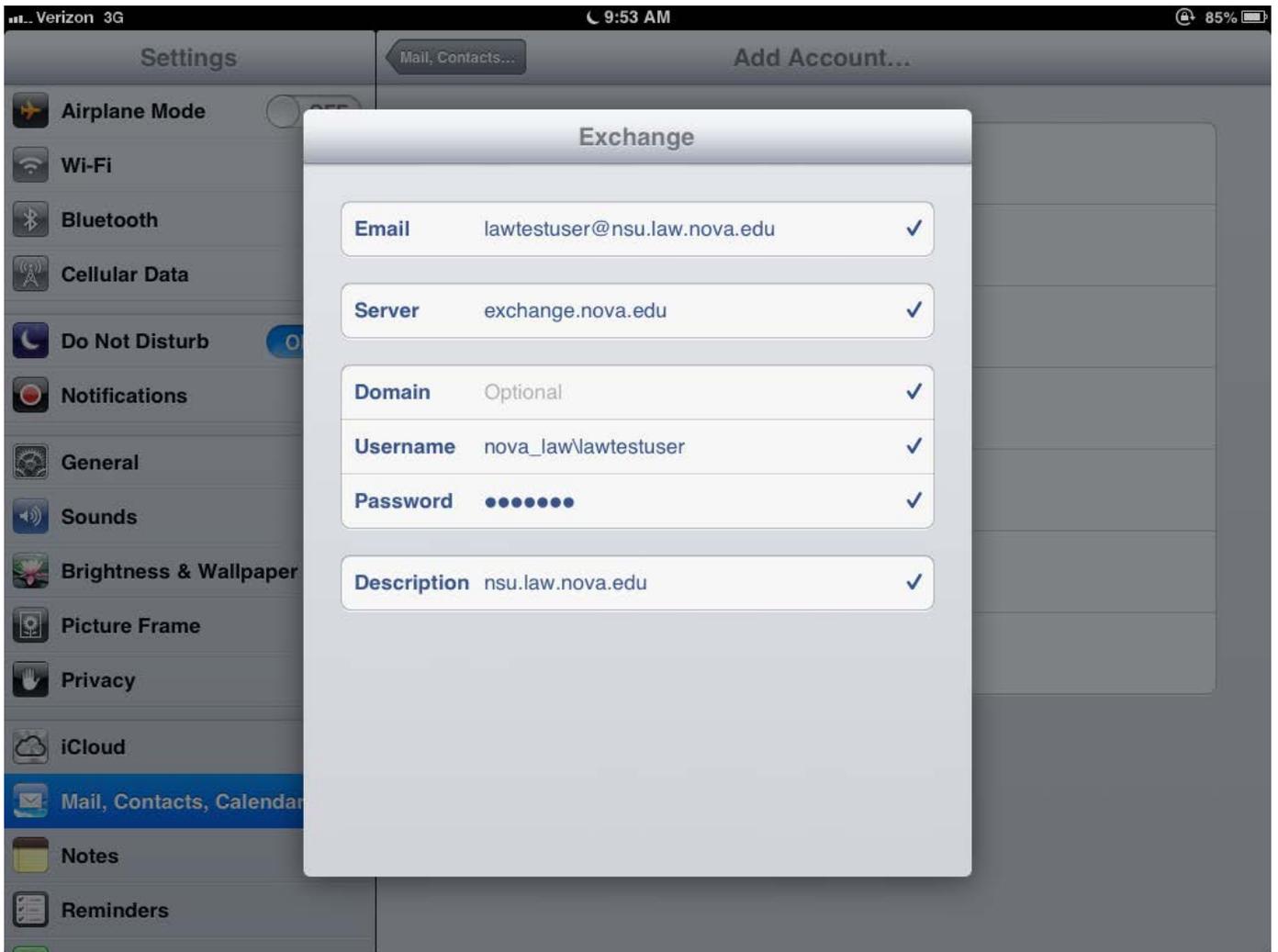
*At this point, you can select what features you would like to sync on your device. Click "Save" to finish the process.*
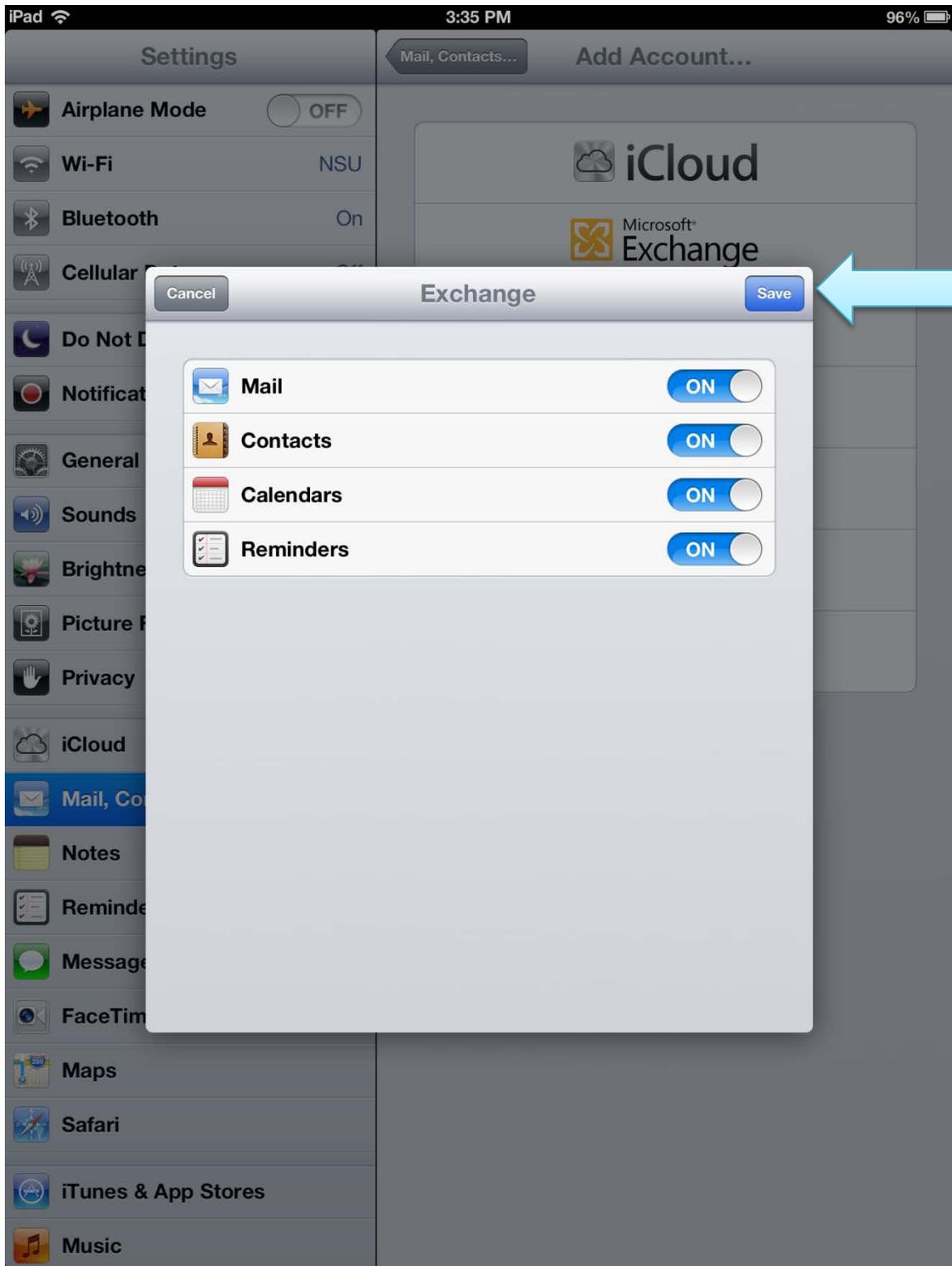
*The Exchange account will now be added to "Mail, Contacts, Calendars"*

You can begin accessing your Exchange account now by selecting "Mail".