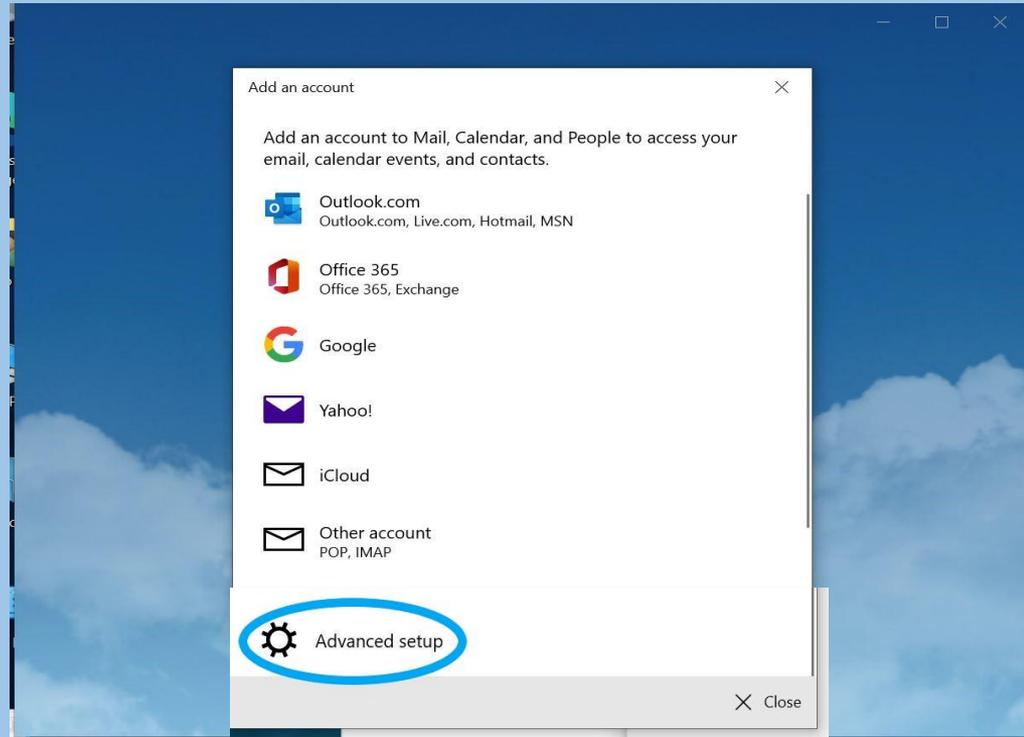


# Work Email Setup

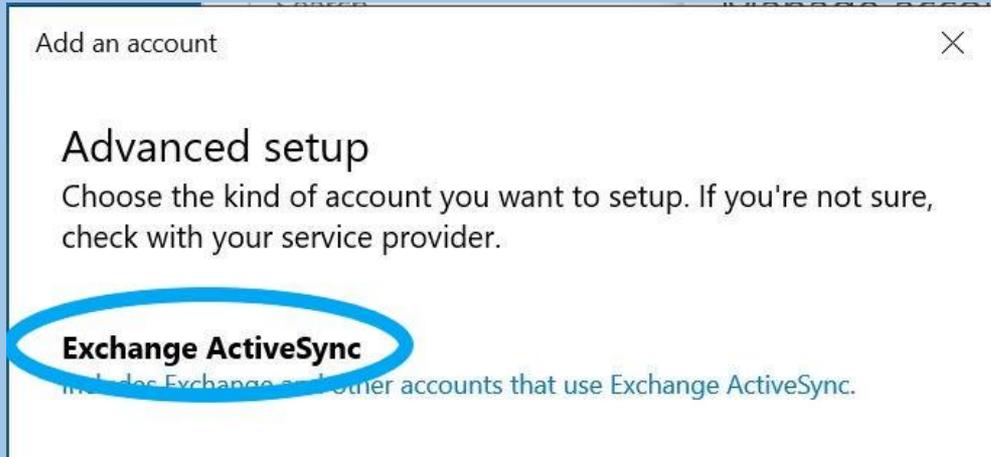
# Click on the mail Icon on the Taskbar



Scroll down to  
the bottom and  
select  
Advanced  
Setup



Click on  
*Exchange*  
*ActiveSync*



Enter *your*  
information  
into settings

Add an account ✕

Exchange

Email address  
jduplay@mayfieldschools.org

Password  
•••••

User name  
jduplay

Domain  
mfcsd

Server  
email.mayfieldschools.org

Server requires encrypted (SSL) connection

Account name  
jduplay ✕

✓ Sign in ✕ Cancel

# Click Yes to finish adding your account

Are you trying to add, update, or remove your email account?

If so, your organization needs to apply some security policies on your device that may require you to create a complex password, sign in again after a period of inactivity, or limit the number of times you can try to sign in. If you didn't initiate a change, select No.

Yes

No