Department of Information Technology
Rossey Hall, Room 058
2039 John F. Kennedy Blvd., Jersey City, NJ 07305
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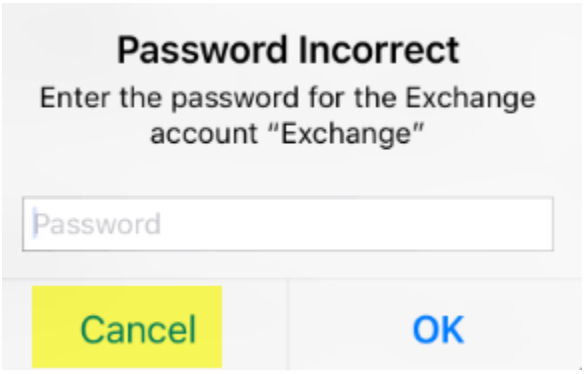
After your migration to Office 365

iPhone/iPad

1. While your mailbox is being migrated to the cloud, you can continue to use Outlook to send and receive email. Your Outlook application will function as expected during the migration.

2. Once your mailbox has completed the migration you will be prompted with the below message. Click on Cancel.



3. Go to your home screen and go to settings.

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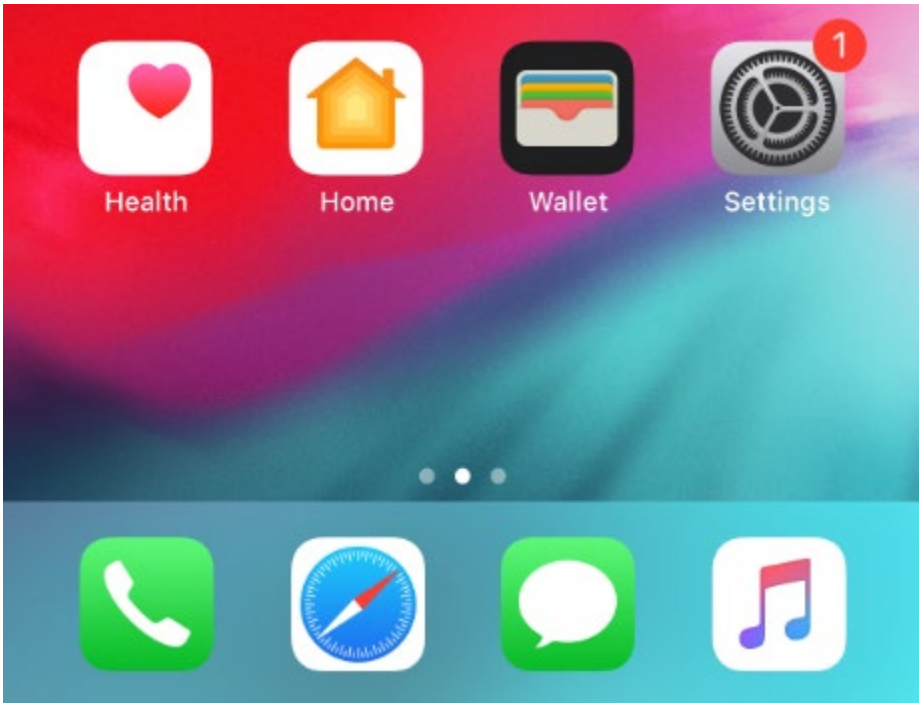
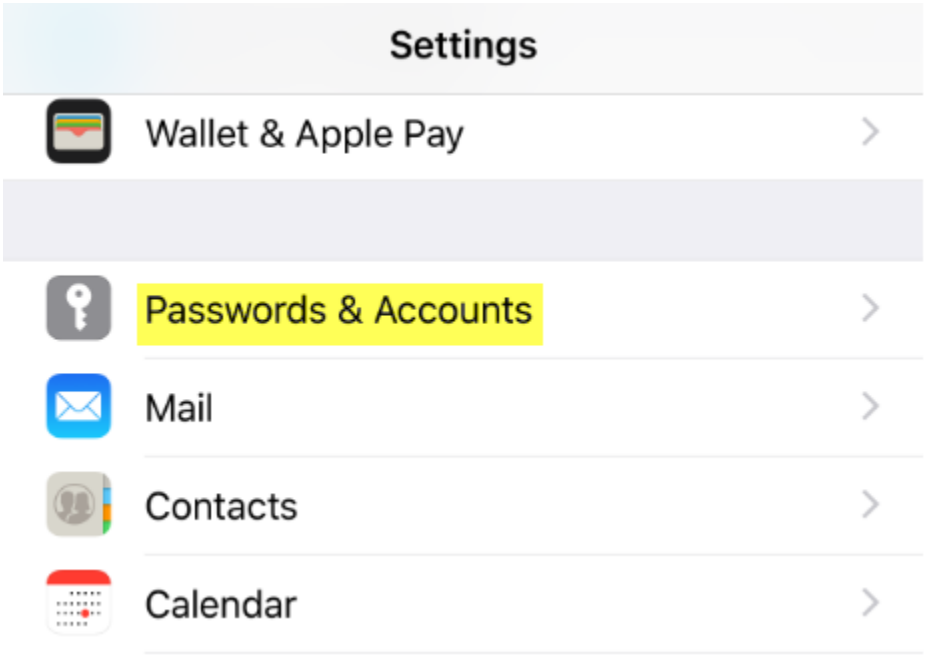


4. In the settings screen go to Passwords & Accounts.



5. Under Passwords & Accounts, go to Exchange.

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6. Click on Delete Account.

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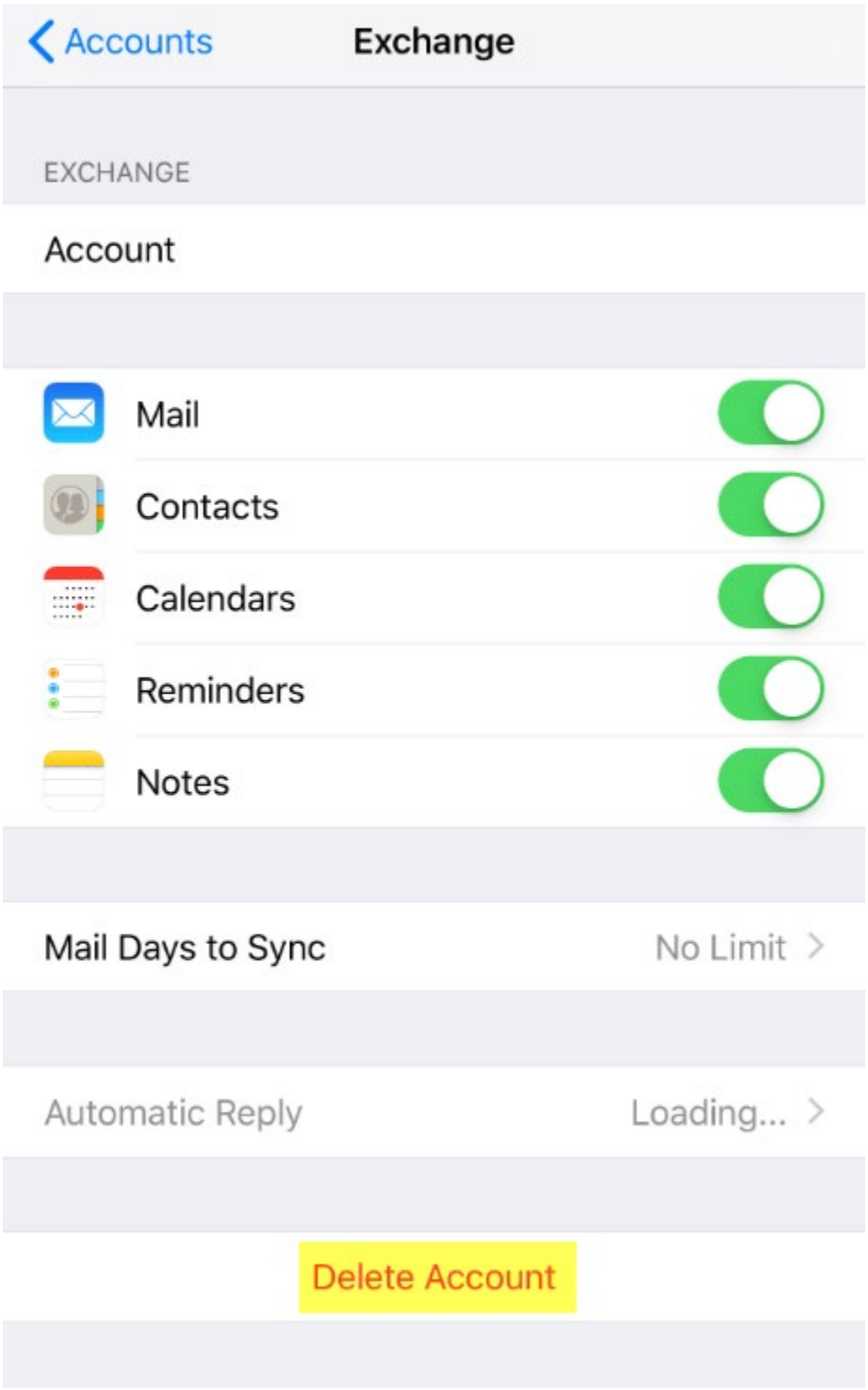

7. Verify by click on delete from my iPhone.

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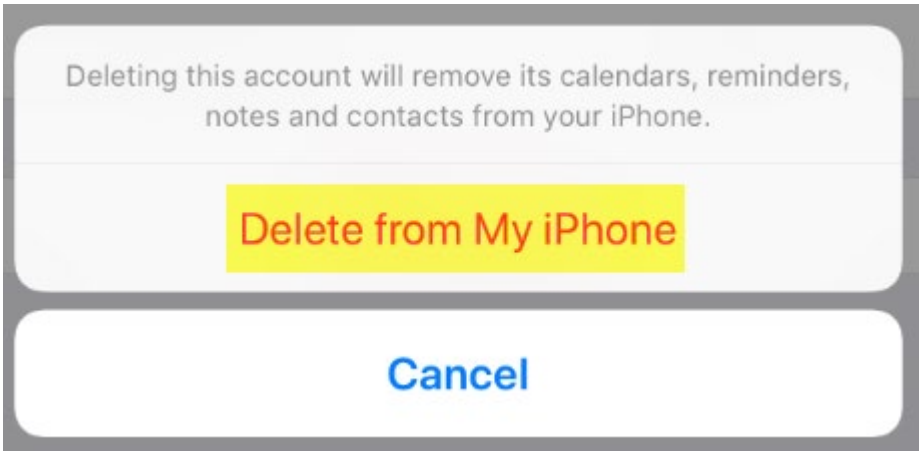

8. Click on Add Account.

9. Under add account, choose Exchange.

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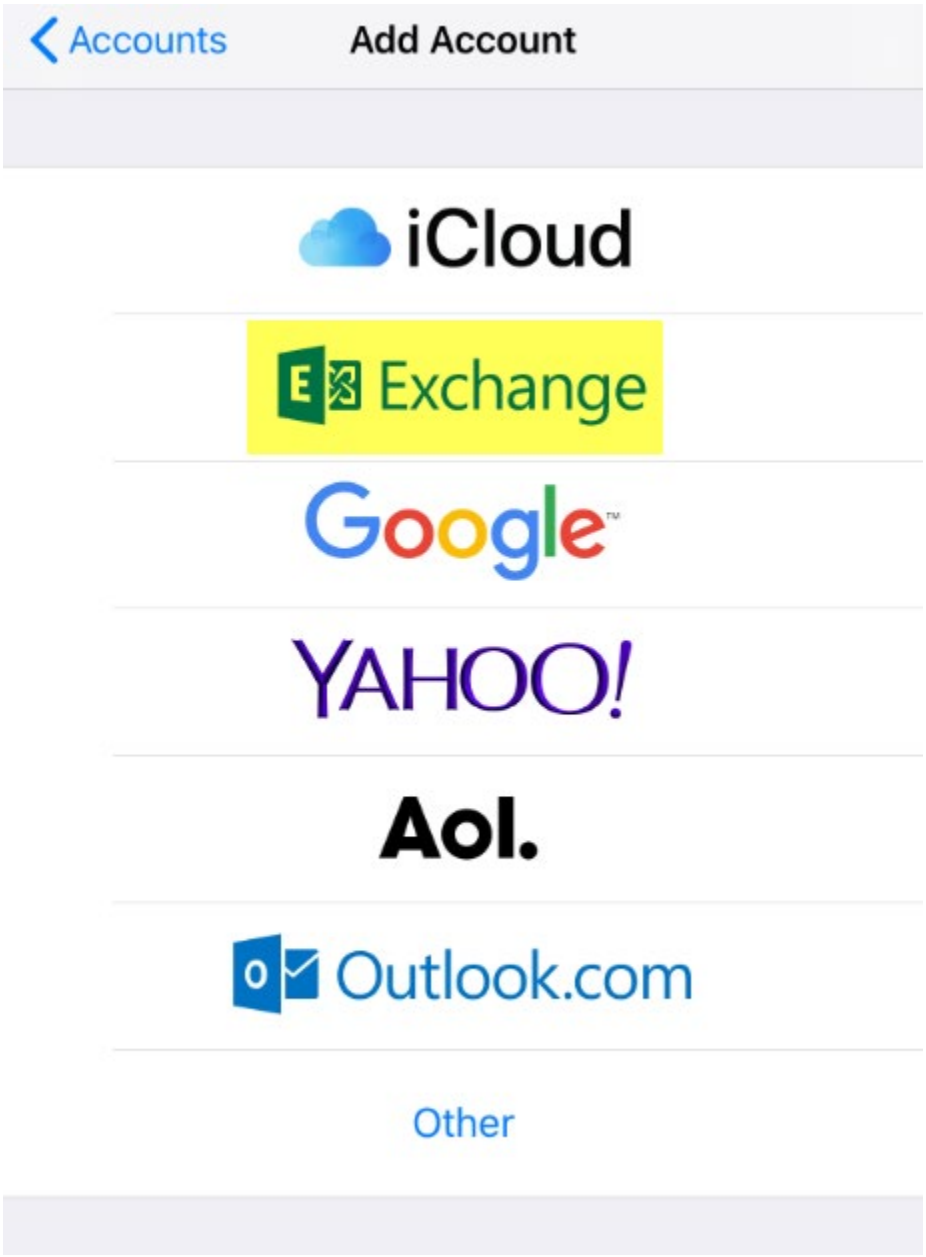

10. Under Exchange, enter your email address and click Next.

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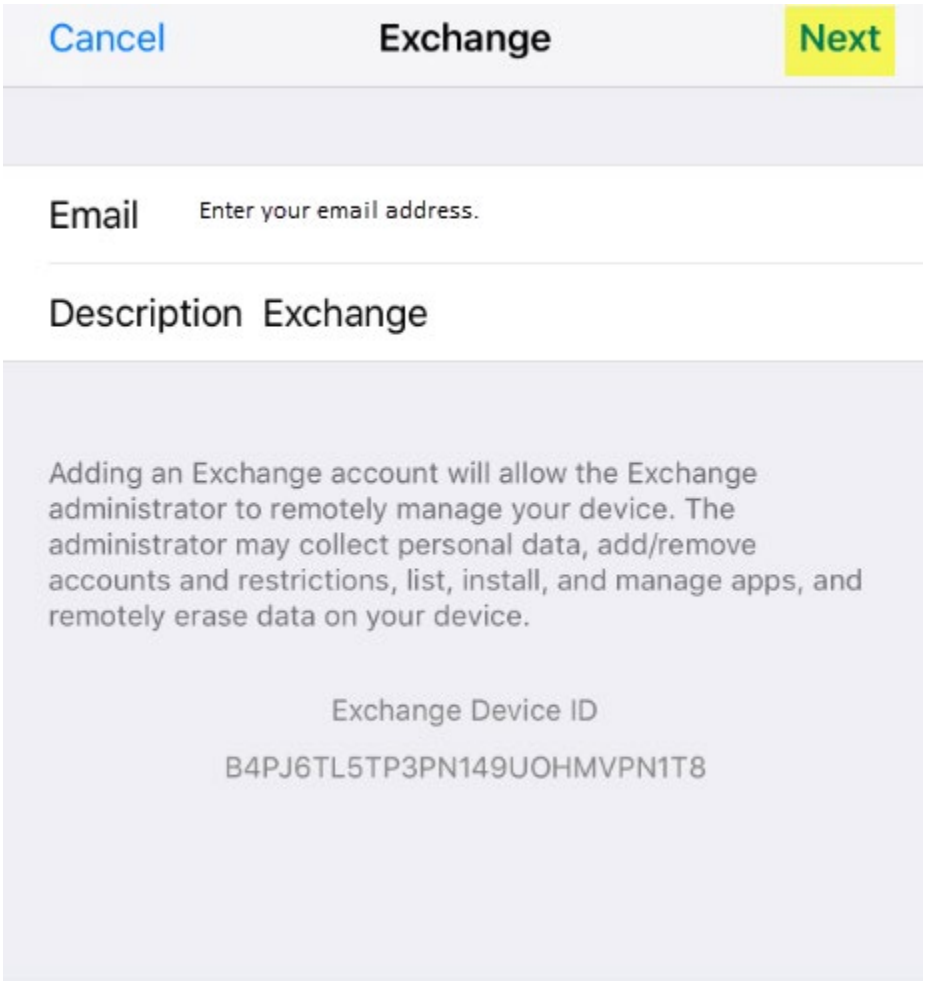
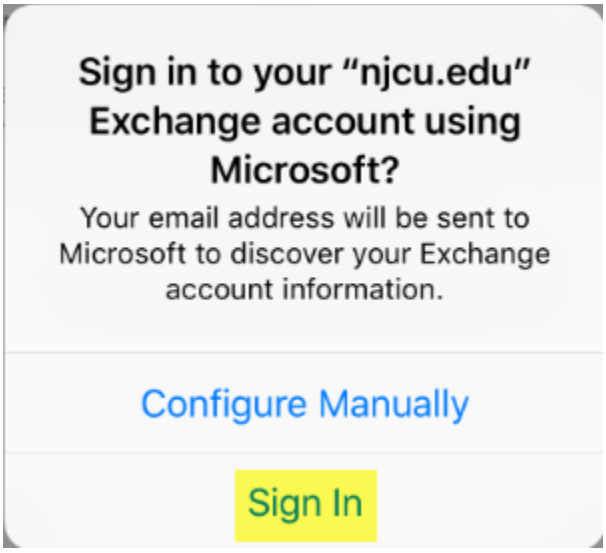


11. Click on Sign in.



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12. Enter your email address, Gothicnet ID password, and click on sign in.

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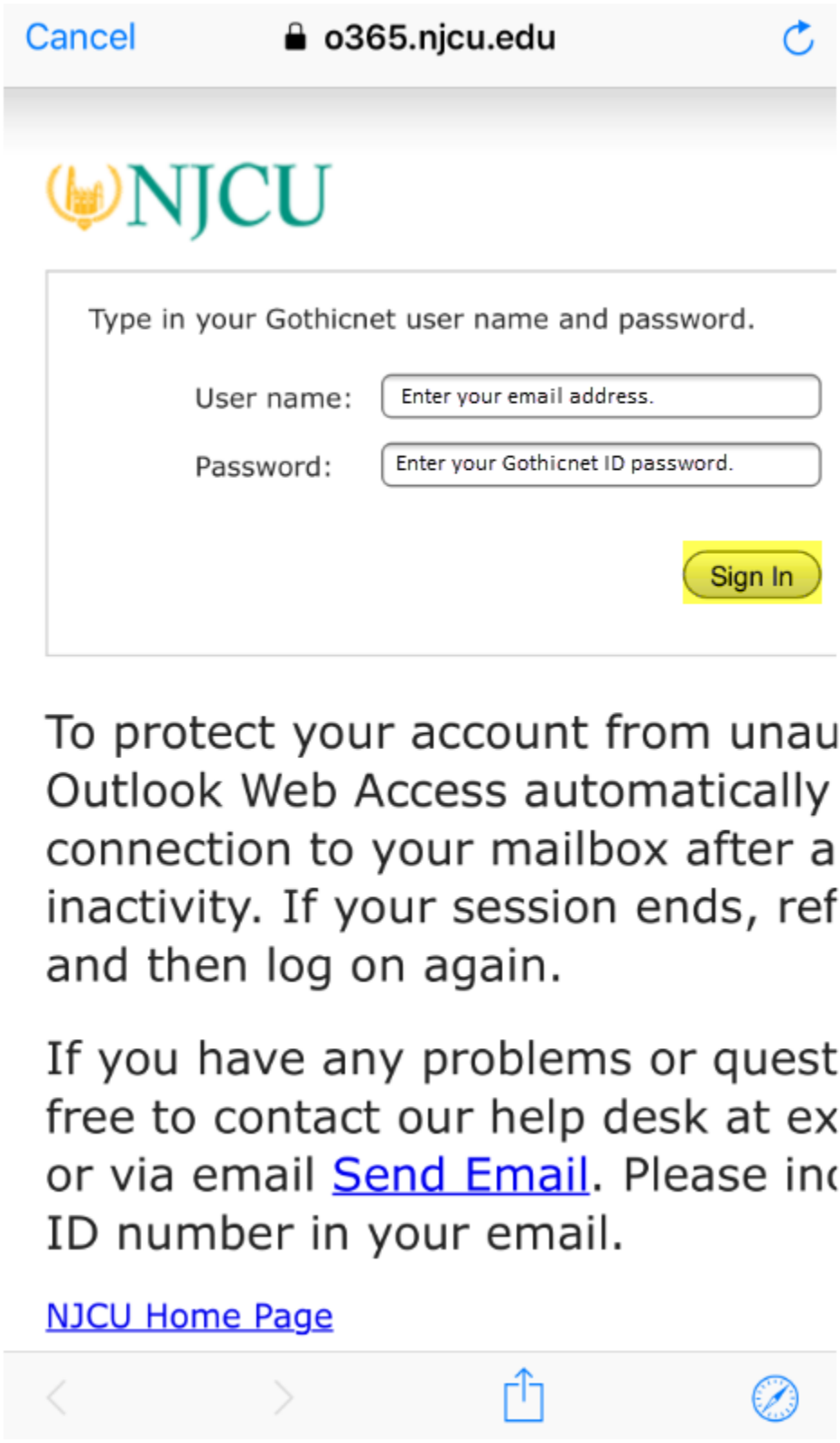

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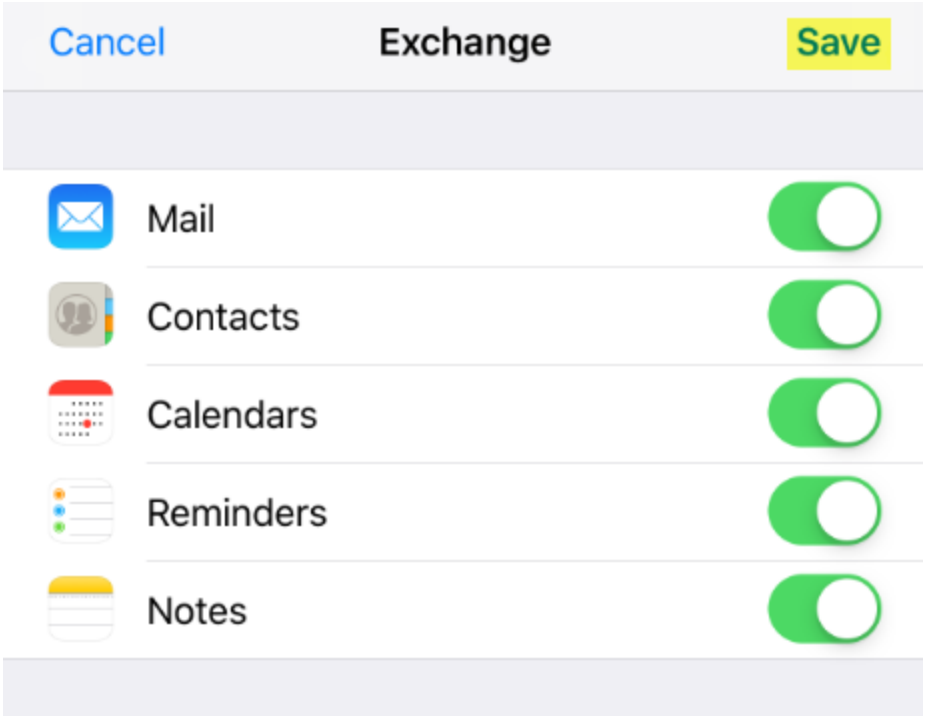
13. Choose what you would like to sync and click on the Save button.



14. Click on the new Exchange account.

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15. Click on Mail Days to Sync

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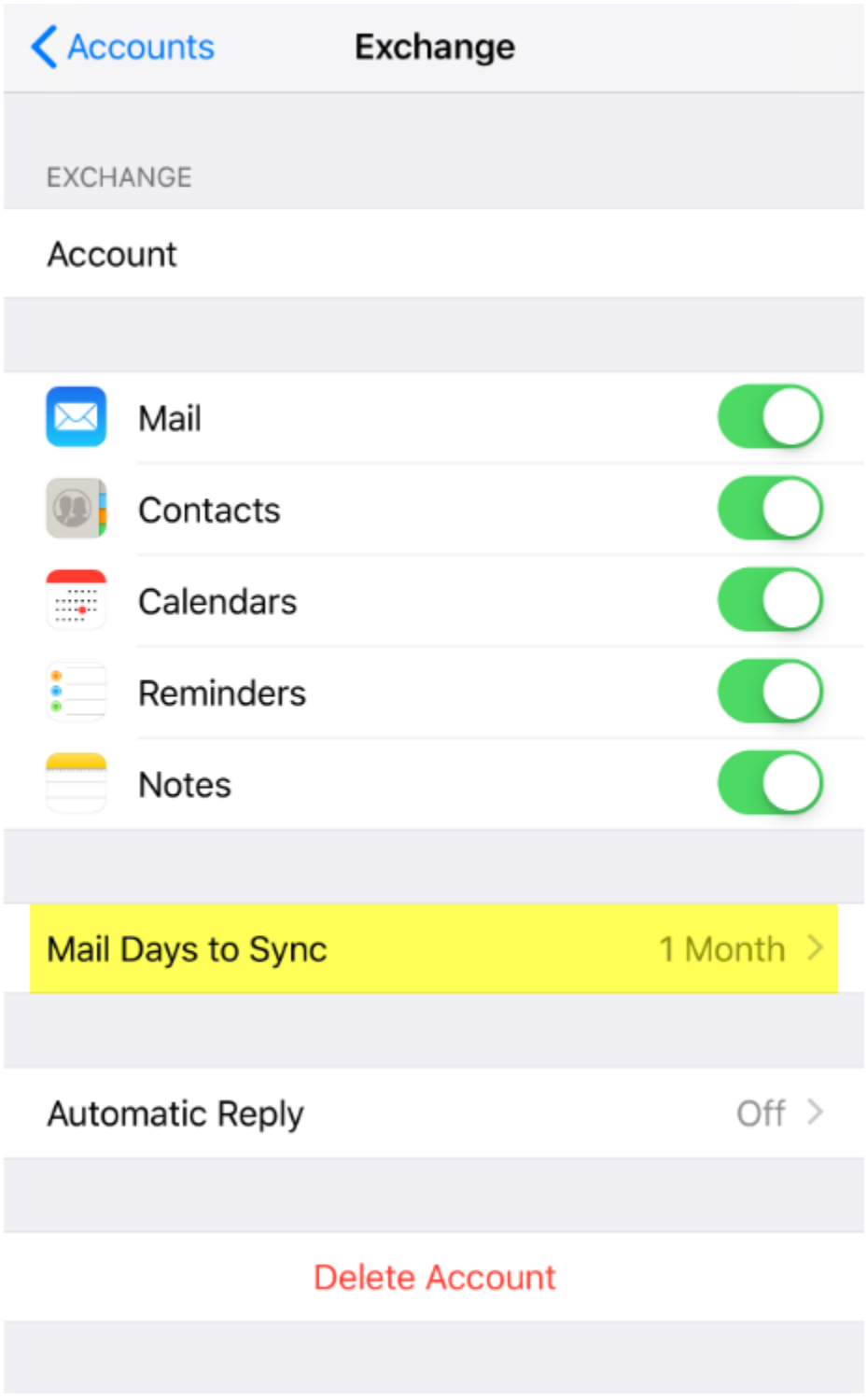

16. Choose the period you would like to sync.

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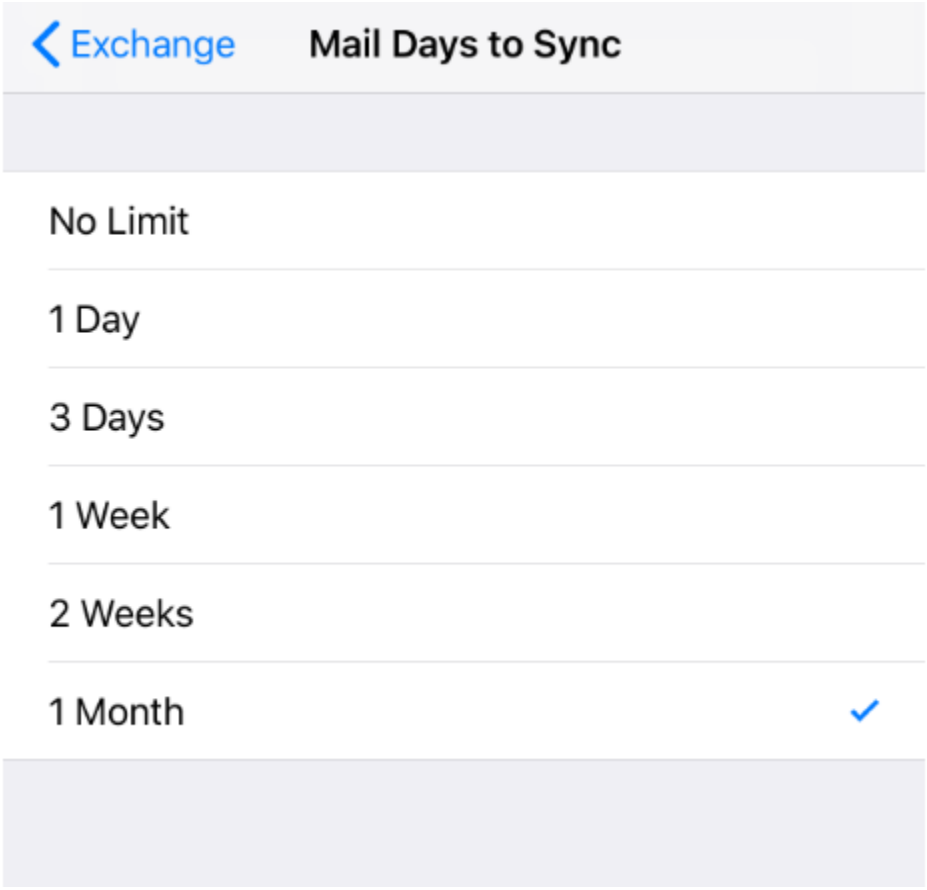
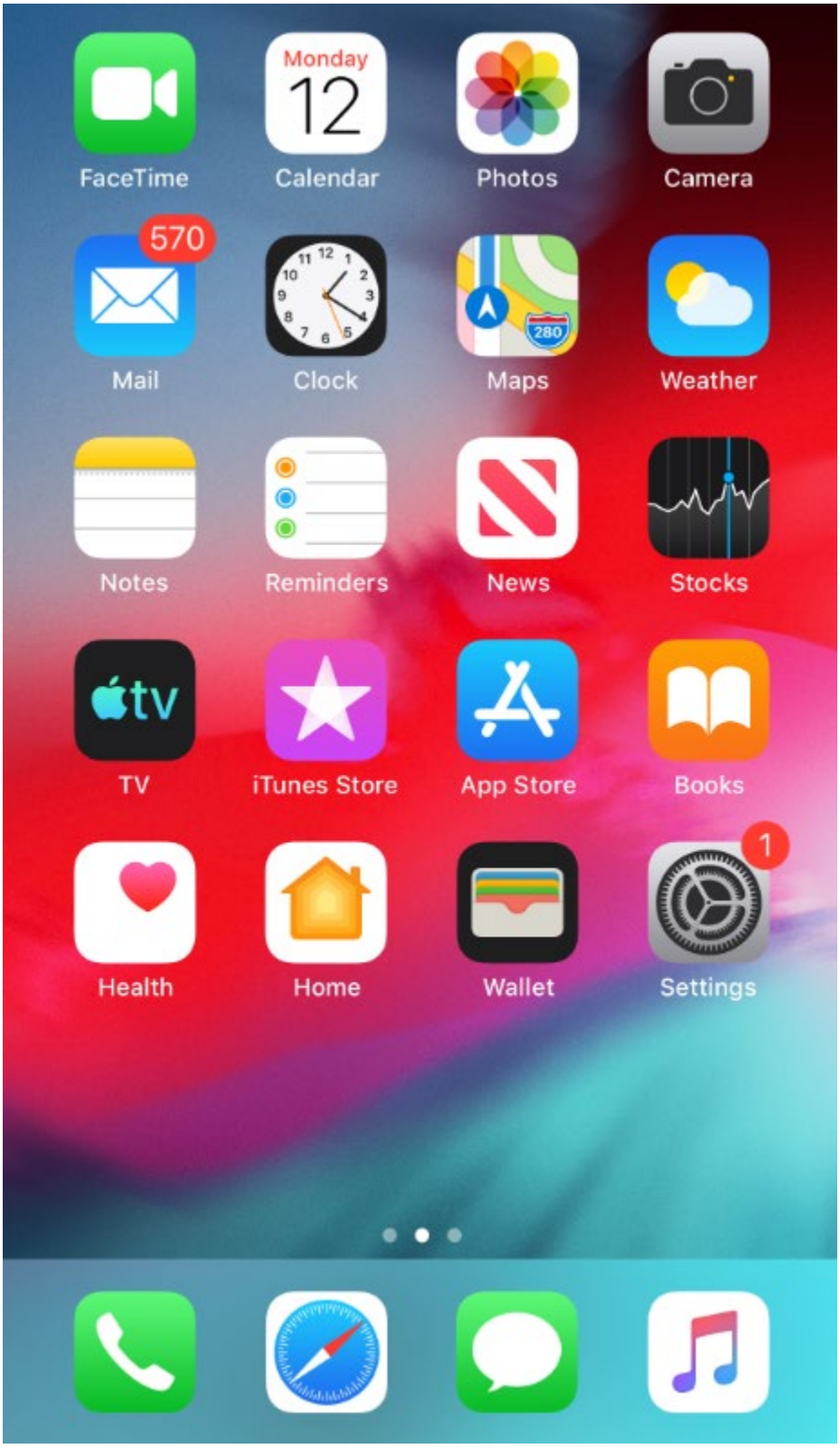


17. You have now successfully added your newly migrated mailbox to your iPhone/iPad.

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