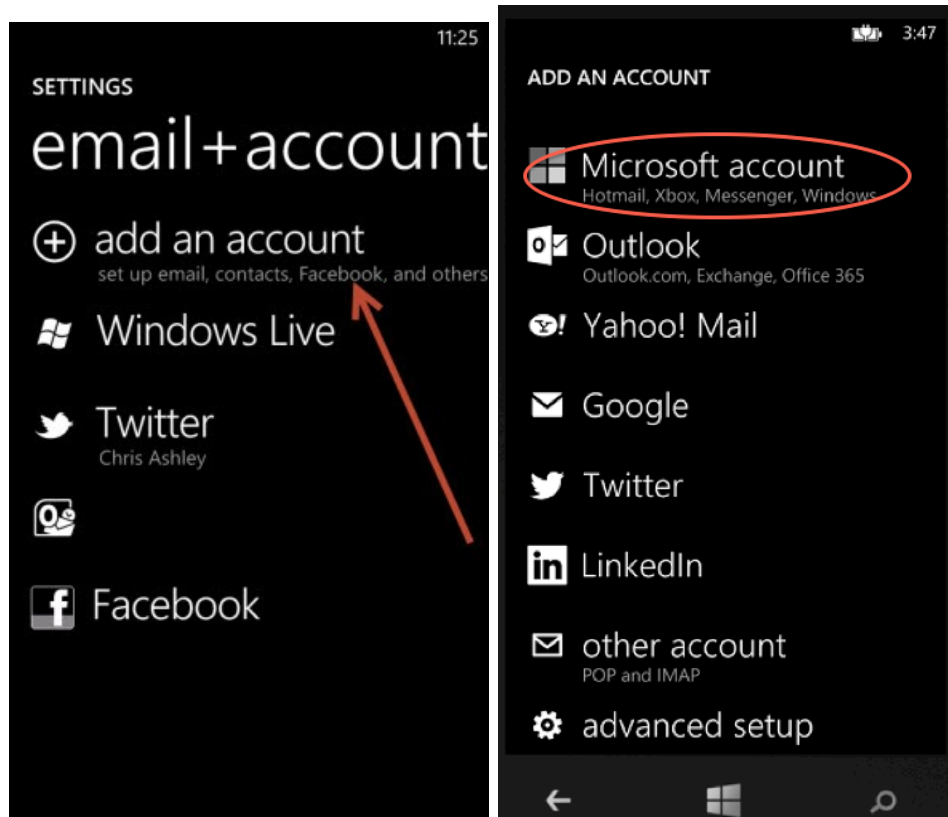


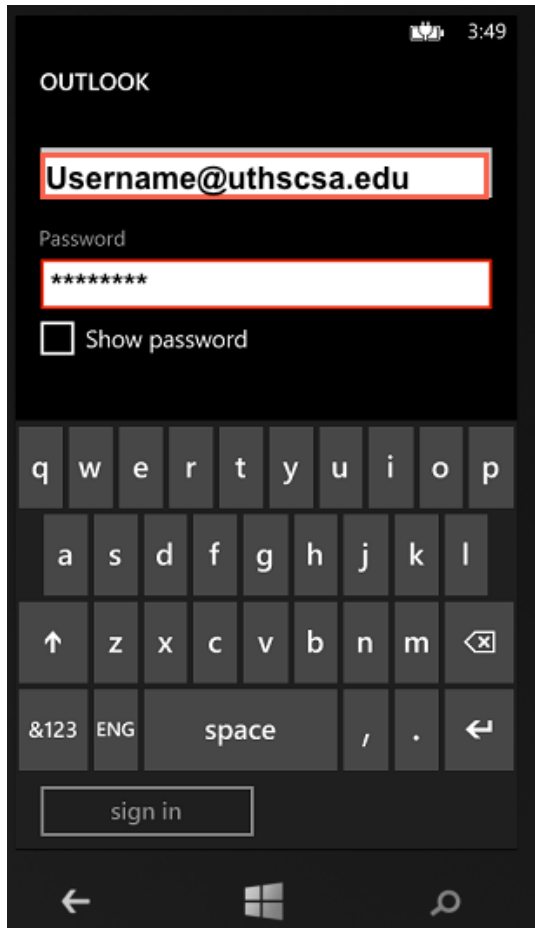
To set up a Microsoft Exchange account on a Windows 8 phone.

1. On **Start**, flick left to the **App** list, tap **Settings** , and then tap **Email + accounts**.

2. Tap **Add an account** > **Outlook**.



3. Tap the **Email address** box, and then type your email address.



4. Tap the **Password** box, and then type your password.

5. Tap **Sign in**. If the phone finds your account settings, your email, calendar, and contacts will be synced to your phone.

6. Settings:

- Server: **owa.uthscsa.edu**
- Domain: **UTHSCSA**

## Set up Exchange email on Windows Phone 7

1. Swipe right to left to go to the program list.

2. Select **Settings**.

3. Select **email and accounts**.

4. Select **add an account**.

5. Select **Outlook**.

a. In the **Email Address** field, enter your entire email address, username@uthscsa.edu.

b. Enter your **Password & Username**.

c. In the **Domain** field, enter **UTHSCSA**.

d. In the **Server** field, enter **owa.uthscsa.edu**

e. Leave all other defaults.

6. Select **sign in**.