Hosted Exchange Support

How to Setup

your Standard (Exchange) email account

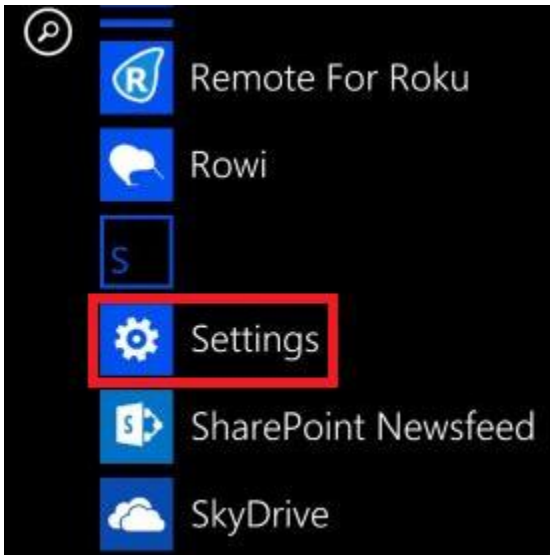## on your Windows Phone

Device: Windows Phone

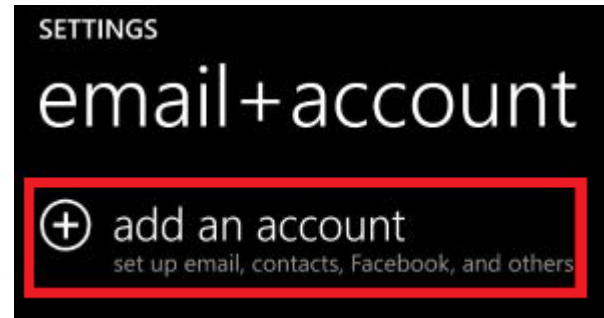**Account Type:** Standard (Exchange)

Setting up an Exchange Account on a Windows Phone:

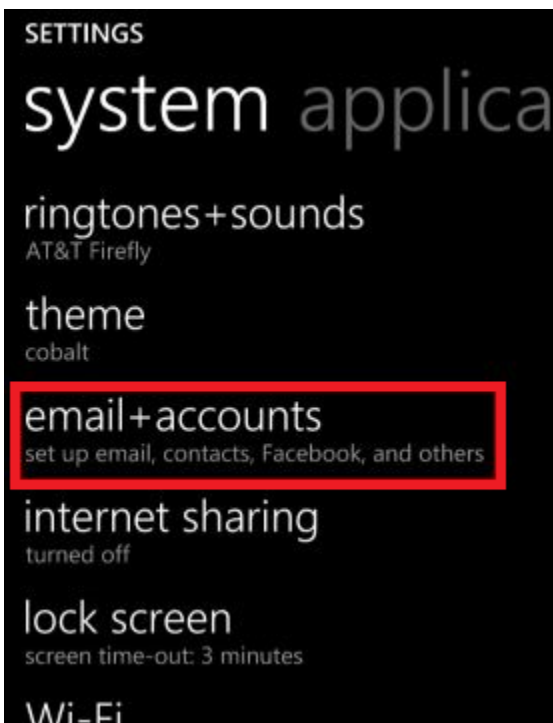**Use the following instructions to setup your Windows Phone to the new Exchange server:**

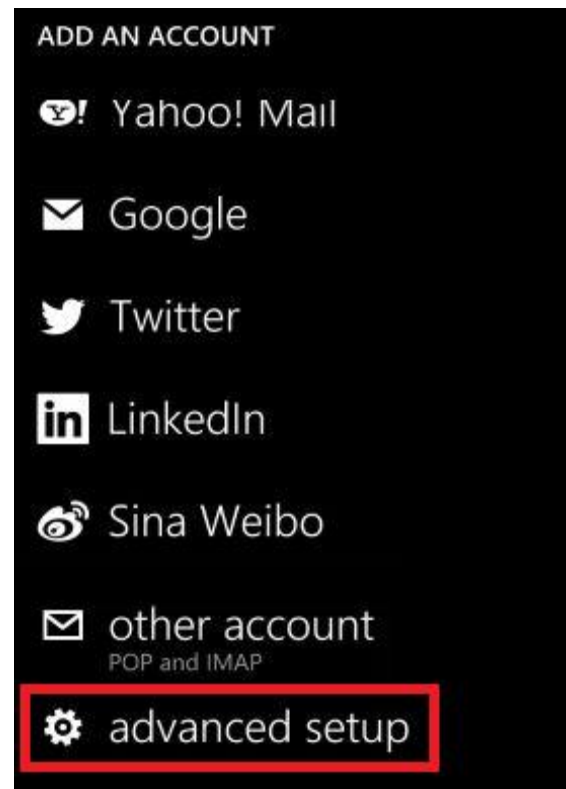1. Within the application menu click "**Settings**"…

2. Click "**email+accounts**"…

3. Click "**add an account**"…

4. Click "**advanced setup**"…

5. Enter your full email address and password, then click "**sign in**"…

6. Click "**advanced**"…

7. Verify your email address is correct in the "User name" field, leave the "Domain" field blank, add the "Server" shown below, then click "**sign in**"…

8. Setup is now complete. You will see a new icon within your settings menu with the name of your new email account.