1. Tap **Settings** > **Mail, Contacts, Calendars** > **Accounts** > **Exchange**

2. Tap **Delete Account**
   Wait for account to be deleted

3. Tap **Add Account**
4. Choose **Exchange**

5. **Email:** FULL Clemson username
   username@clemson.edu.
   
   **Password:** Type in your password.
   
   **Description:** Autofill with “Exchange”. If it doesn’t, you can type it in.
   
   Tap **Next**

6. **Email:** Autofilled
   **Server:** Type outlook.office365.com
   **Domain:** Leave blank
   **Username:** FULL Clemson username
   username@clemson.edu
   **Password:** Type your password
   
   Tap **Done**
NOTE:**
If you see this screen, simply tap **Continue**

7. Go to **Home screen**.

8. Tap **Mail > Exchange**