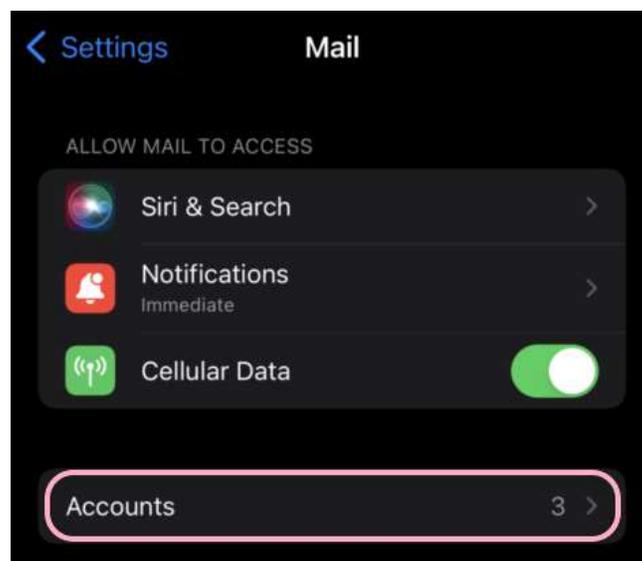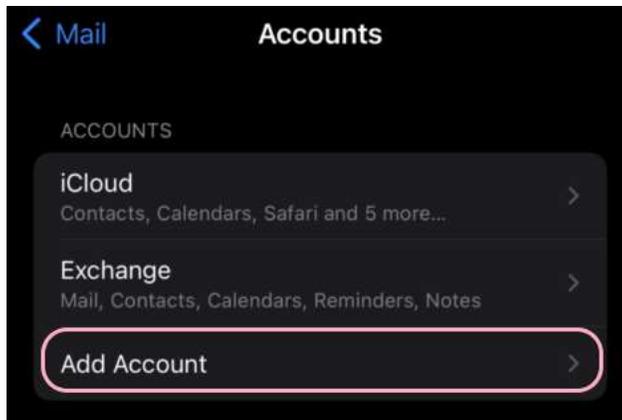# Set up your Washburn email in the iOS Mail app

1

On a current version of iOS, go to your iPhone or iPad's **Settings** > scroll down and tap **Mail** > **Accounts** >**Add Account**.

If you have any further questions, please contact **User Services** at 785-670-3000 or support@washburn.edu.

②

Select **Microsoft Exchange**.

Enter your **Washburn** email address and a description of your account. Tap **Next**.

Tap **Sign In**.

4

Enter the password associated with your email account. Tap **Sign in** or **Next**.

Cancel   🔒 adfs.washburn.edu   AA   ↻

WASHBURN UNIVERSITY   WASHBURN UNIVERSITY **TECH**

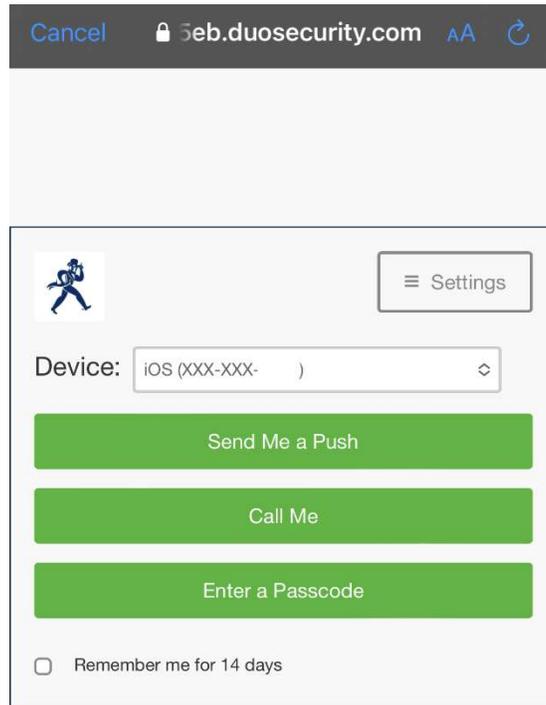Log in using your Washburn e-mail address and password

icha.bod@washburn.edu

Password

Sign in

Change Active Directory/Office 365 Password
Log in to MyWashburn

Washburn Website   Acceptable Use   Get Help

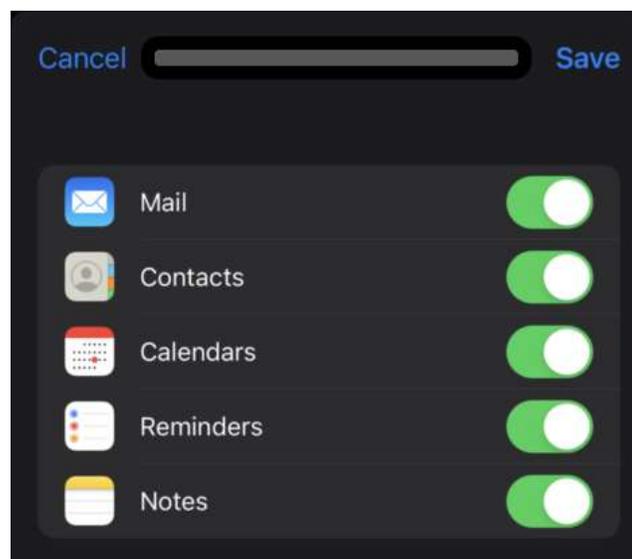*Note: If required, this is where you will be prompted for multifactor authentication (MFA in the form of **Duo** for faculty/staff)*

5

Choose the services you want to sync with your iOS device and tap **Save**. You're done!

If you have any further questions, please contact **User Services** at 785-670-3000 or support@washburn.edu.