

# Office 365 - Email and Calendaring - iOS Configuration

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### Configuring your iOS account for O365

1. Go to **Settings > Mail, Contacts, Calendars**
  2. Select **Add Account**.
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3. To configure for O365, Select **Exchange** from the list of account types.
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4. Enter your full mit email address **username@mit.edu**, password and an account description. Click **Next**.
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5. You are prompted to select the accounts you want to use with this account. Select them, then click **Save**.
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*Result:* Your Exchange account will be set up and you will be able to access your mail and calendar from the Mail and Calendaring app normally.

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### See also

- [Microsoft 365 - Email and Calendaring Landing Page](#)
- [Microsoft 365 - Email and Calendaring - Known Issues](#)
- [Microsoft 365 - Email and Calendaring - FAQ](#)