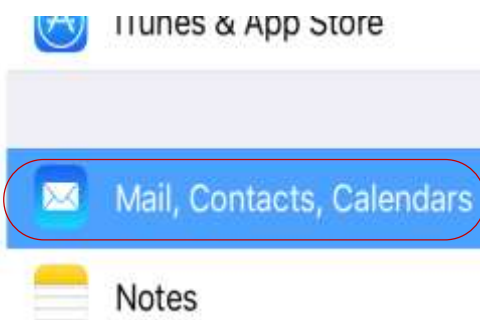


## Configure your Wintec Student Email, calendar on your iOS mobile device (iphone/ipad)

- (i) Please ensure you have your student username, email address and password ready. Student email address is [studentusername@student.wintec.ac.nz](mailto:studentusername@student.wintec.ac.nz). You will also find your username on your student ID Card.
- (ii) For password resets please go to <https://password.wintec.ac.nz>
- (iii) Make sure you are connected to a wireless network for this process to complete.

Step 1 – Tap ‘Settings’ option on your device  
Tap ‘Mail, Contact, Calendars’



Step 2 – Tap ‘Add Account’

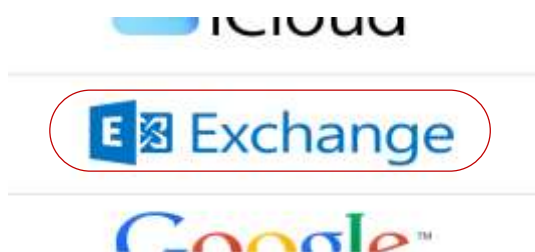
ACCOUNTS

iCloud

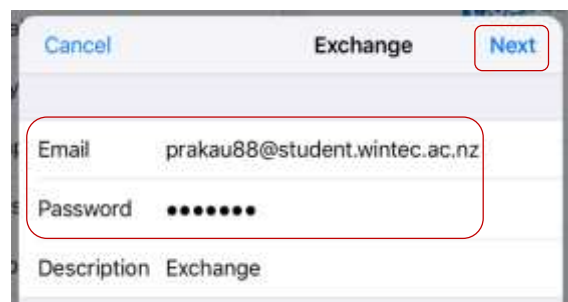
iCloud Drive, Contacts, Calend

Add Account

Step 3 – Tap ‘Exchange’



Step 4 – Type ‘Wintec Email’  
studentusername@student.wintec.ac.nz and  
‘Password’. Tap **Next**

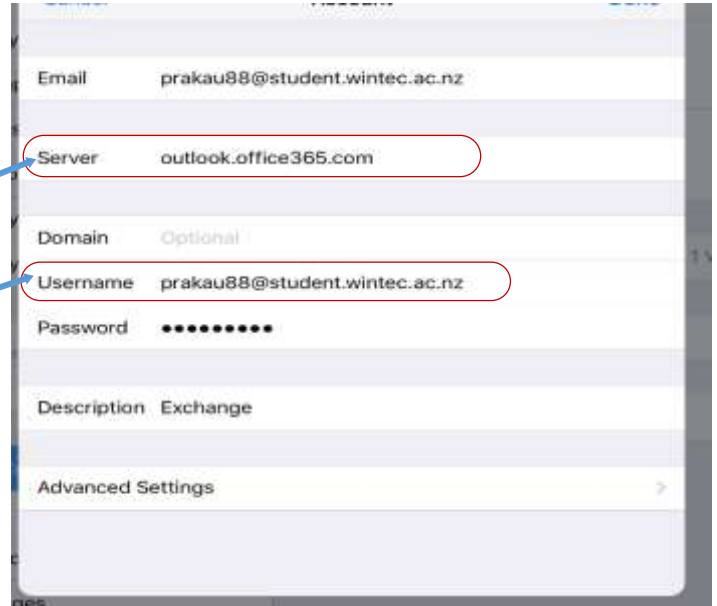


Note: This step (step5 (i)) is only if additional details are required.

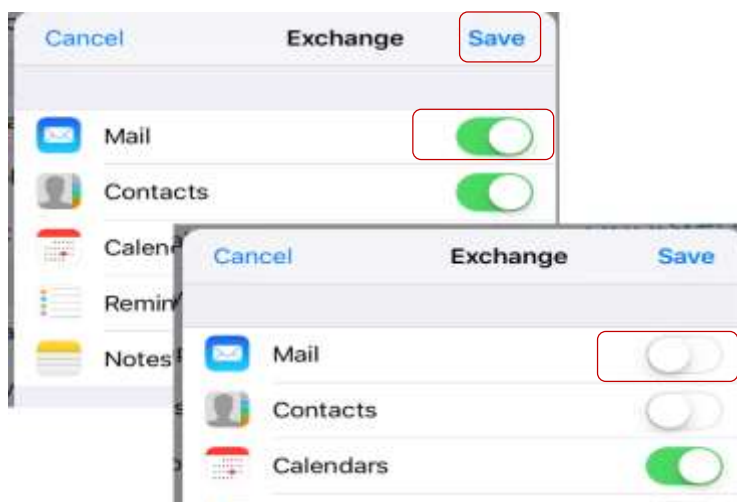
Step 5 (i): Depending on the version of iOS on your device, you may receive error message the connection requires additional details like server address or username.

Server – outlook.office365.com

Username – your email address  
[prakau88@student.wintec.ac.nz](mailto:prakau88@student.wintec.ac.nz)



Step 6 – Wait for the account to be verified.  
Select the items you would like to sync then touch save e.g. email calendar etc



Note: Allow a few moments for the email to sync.