

# Setup iPhone to access Exchange ActiveSync

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To set up your iPhone to access Exchange ActiveSync, follow these steps:

1. On your iPhone's home screen, tap **Settings**.
2. Tap **Mail, Contacts, Calendars**.
3. Tap **Add Account**.
4. Tap **Microsoft Exchange**.
5. Complete the following required fields:
  - Email (your full email address)
  - Domain name
  - Username (with @domainname.com)
  - Password
  - Description (Optional)
6. Tap **Next**.
7. After a moment, the iPhone will ask for the server information. You will enter: mail.riverbender.com
8. Tap **Next**.
9. Tap **Next** and then tap **Save**. Complete step 10 of these setup instructions.
10. The iPhone will display a list of collaboration items to sync with Exchange ActiveSync. Choose from the list and tap **Done** to initiate the first sync.