



To set up Wagner Email on the iPhone please proceed with the following:

- 1) Before going to step 2, **make sure your email password is at least 8 characters and contains at least 1 digit.** To do this you can go to <http://mailport.wagner.edu/> and click the link entitled “want to change your password?”
- 2) After step 1, on your iPhone Click the “**settings app**”
- 3) Click “**Mail, Contacts, Calendars**”
- 4) Choose “**Add Account**”
- 5) Choose “**Microsoft Exchange**”
- 6) For “**email**” put your entire Wagner College Email Address in.
- 7) For “**server type**”: m.google.com
- 8) For username enter your entire Wagner College Email Address (**include the @wagner.edu**)
- 9) Enter your **password** in the “**password field**”
- 10) For “**Use SSL**” select “**On**”
- 11) You then have the choice to sync with your contacts and calendar. We recommend you don’t sync with your contacts. Sync with the calendar if you use Wagner’s often.

To set up the iPhone for Wagner’s Wireless:

- 1) Start the “**settings app**”
- 2) Choose “**Wi-Fi**”
- 3) Tap on “**Wagner-Roam**” (not on the blue arrow)
- 4) The screen should now prompt you for a username and password.
- 5) For the “**user name**” Enter the **first part of your Wagner Email** (first.last) **without** the @wagner.edu.
- 6) In the “password field” enter your Wagner College email password.
- 7) **Accept** the certificate when it prompts you.