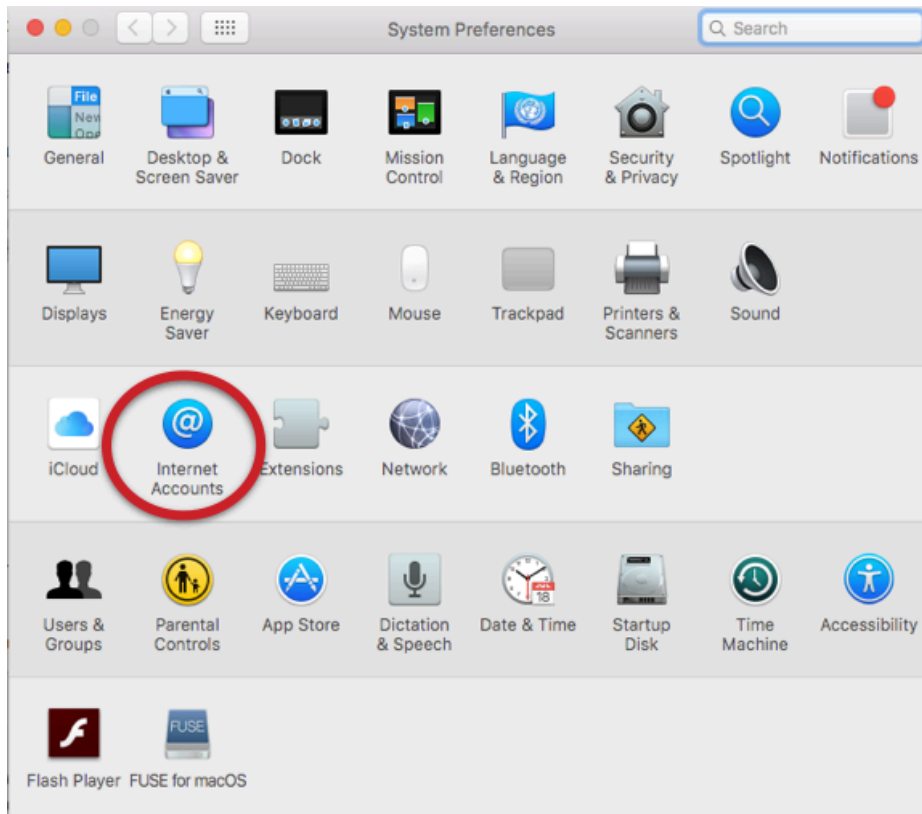


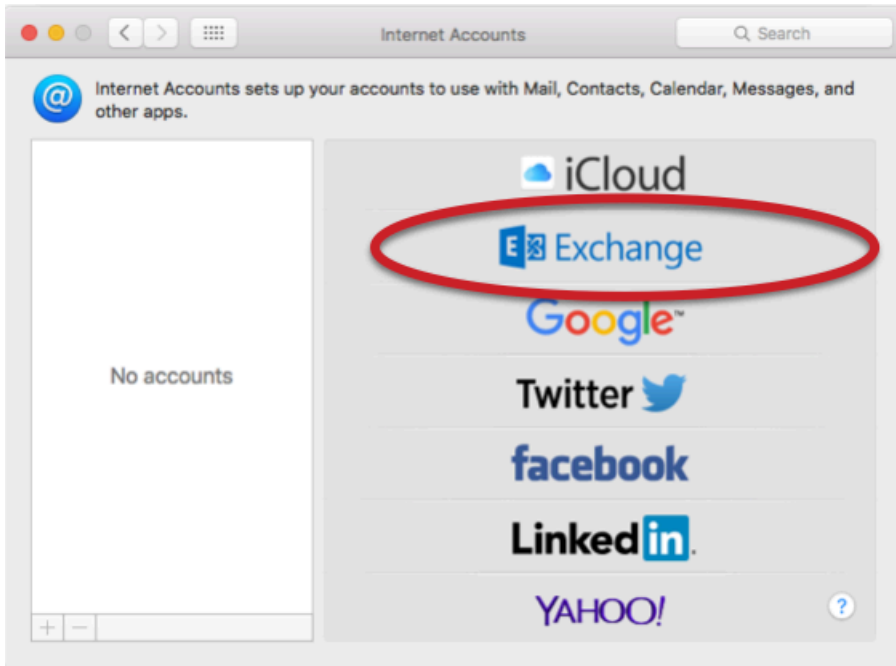
Email Setup for Apple Mail

To Add your email accounts to Mail App, first open System Preferences

1. Navigate to Internet Accounts (highlighted below)

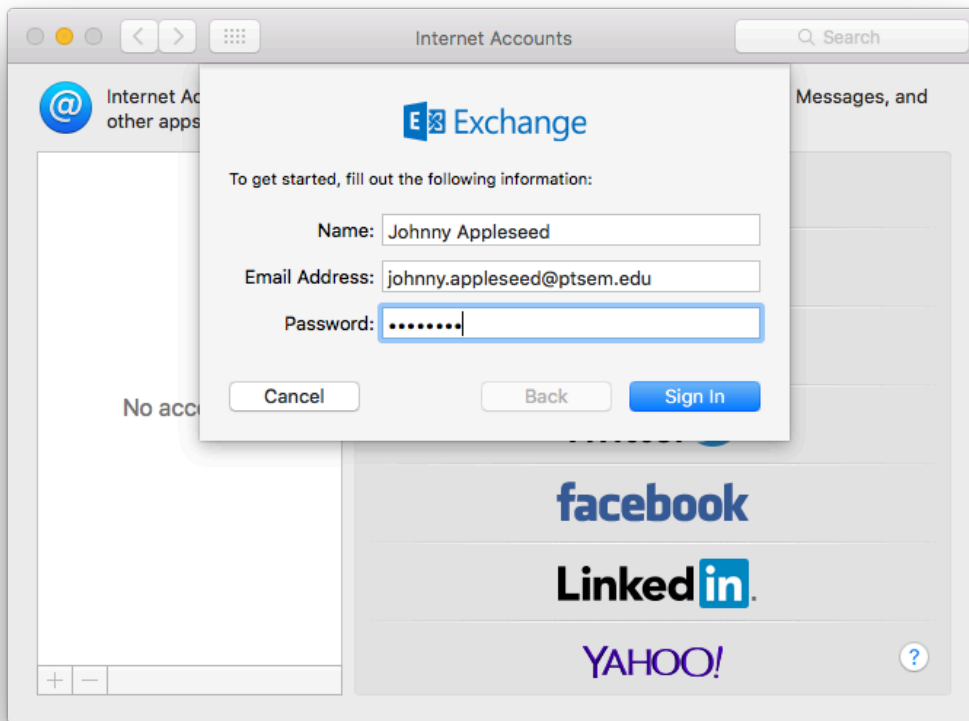


2. From the Internet Accounts page, select Exchange



3. Fill in Name, Email Address and Password fields (see below)

4. Sign in



5. Apple Mail will automatically enter all other necessary settings. If it does not, you will need to enter the server name: mail.ptsem.edu

6. You are know able to view email in Apple's Mail app