

## Accessing @MyHunter (Office365) from a Windows Mobile Device

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### Setting up @MyHunter (Office365) – Windows Mobile Device:

Here are the full steps for Windows Mobile Device:

1. Tap **Start > Messaging > Setup E-mail**.
2. Enter your e-mail address and password, and then tap **Next**.
3. Make sure the check box **Try to get e-mail settings automatically from the Internet** is selected, and then tap **Next**. Your mobile phone will try to get settings from the Internet automatically. If this fails, tap **Next**. Otherwise go to step 8.
4. For **Your e-mail provider**, select **Exchange server**, and then tap **Next** twice.
5. Enter your e-mail address (for example, jane.smith03@myhunter.cuny.edu), and then tap **Next**.
6. Tap in the **Server** box and enter the server name outlook.office365.com and then tap **Next**. The server name is listed in the table above.
7. Enter your user name and password, and then tap **Next**. Your user name is your complete e-mail address (for example, jane.smith03@myhunter.cuny.edu).

8. Select the check boxes for the types of items you want to view on your device,  
and then tap **Finish**.

**Additional settings may be required. Please contact the Hunter College Student Help desk if you have any difficulty setting up your device:**

**Email**                      studenthelpdesk@hunter.cuny.edu

**Phone**                      (212) 650-3624

**Location**                 Thomas Hunter 4th Floor