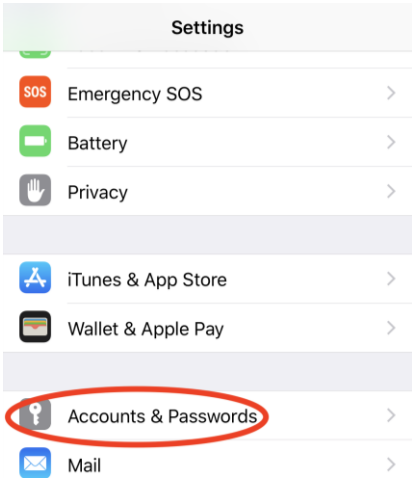
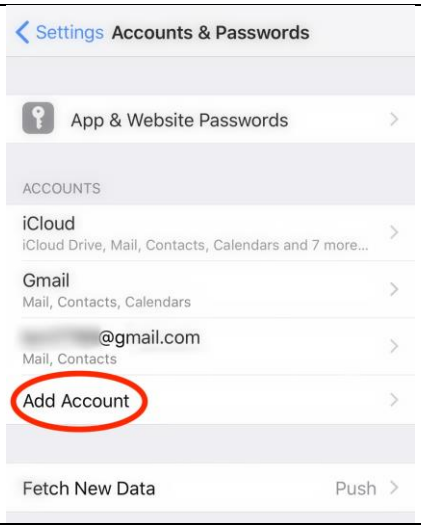
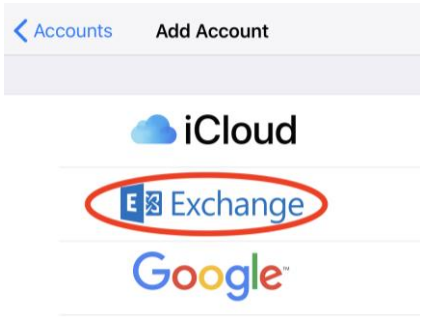
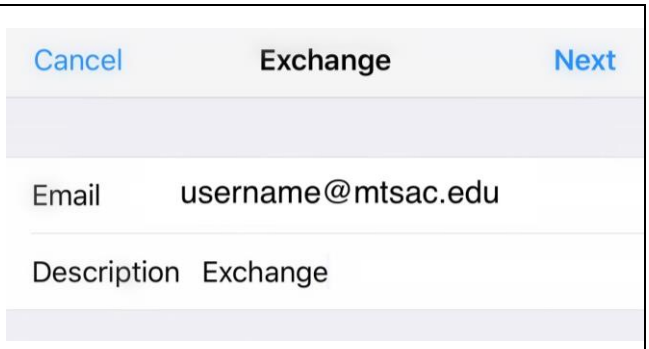
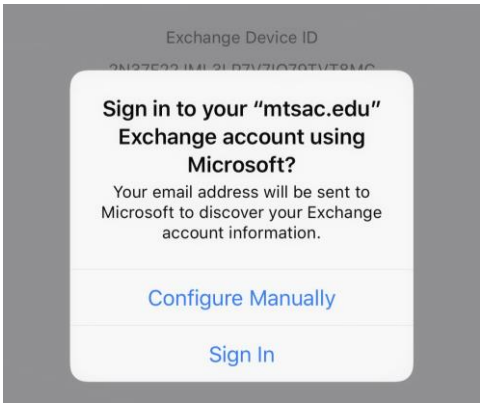
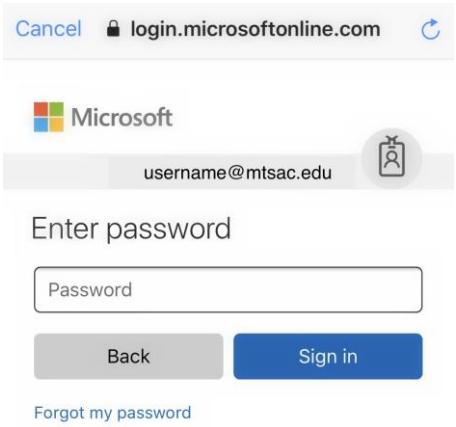
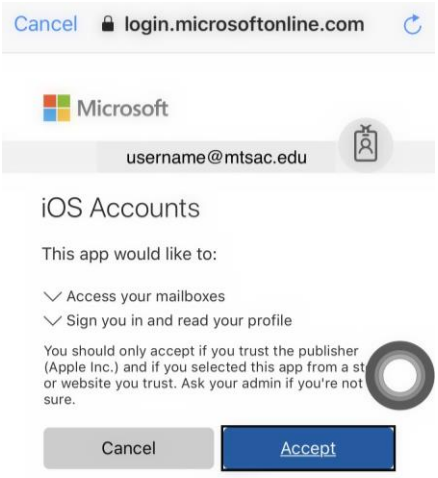
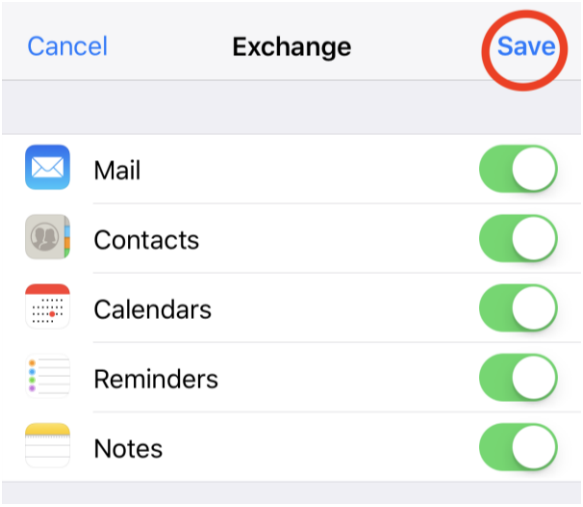
iOS Outlook Exchange

1. Go into your settings and select **Accounts & Passwords**	
2. Click **Add Account**	
3. Select **Exchange**	

4. Enter your ***MyPortal username@mtsac.edu***, then click in the description box and then click **Next**	
5. Select **Sign In**	
6. Next enter your **MyPortal password**	
7. Then click **Accept** to the required permissions	

8. Lastly, click on **Save**