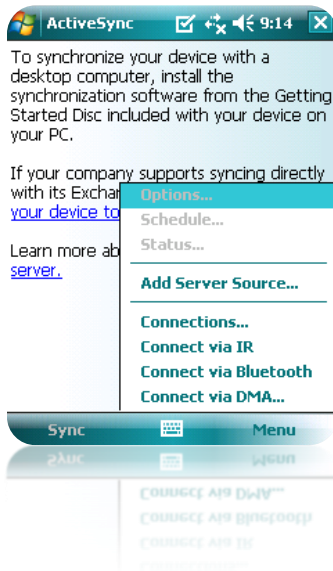
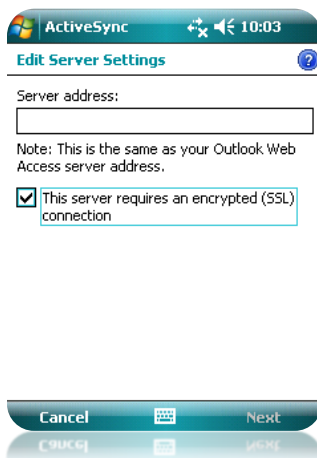


Configuring ActiveSync - Windows Mobile 5 & 6

1. From the Home screen of your mobile device select, **Start > ActiveSync > Menu > Add Server Source**.



2. Remove the check mark from **“This server requires an encrypted (SSL) connection”**. When the security prompt appears click **“Ok”**.



3. In the Server Address field enter the following: **webmail.collier.k12.fl.us**. Click **Next**

ActiveSync 10:06

Edit Server Settings

Server address:

Note: This is the same as your Outlook Web Access server address.

This server requires an encrypted (SSL) connection

Cancel Next

4. Enter your **user name** and **password** and add the following in the Domain field: **prod.ccps.loc**
Ensure the **“Save password”** check box is selected.

ActiveSync 10:12

Edit Server Settings

User name:

Password:

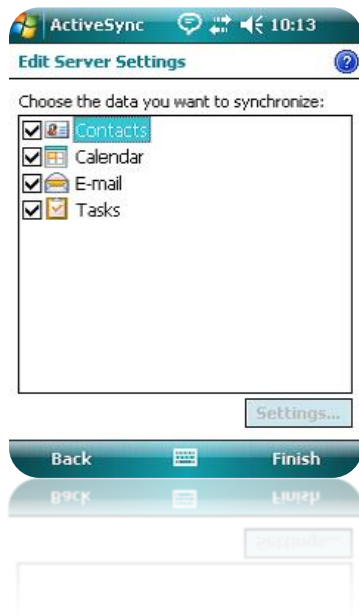
Domain:

Save password
(required for automatic sync)

Advanced...

Back Next

5. Select the check boxes for the types of information items that you would like to synchronize with the Exchange Server. Click **Finish**.



6. Next a security prompt will appear. Click “**OK**” to accept the warning. The device will now begin synchronizing.



**** Note: Synchronization times will vary depending on your connection.**