

We have installed a new secure SSL based Exchange service to port to Groupwise. **SSL (Secure Sockets Layer)** is a standard **security** technology for establishing an encrypted link between a server and a client

**Follow the directions below to install Exchange on your cellphone.**

**Before you try to install the new service, a HelpDesk ticket must be completed.**

**FIRST YOU MUST DELETE THE OLD GROUPWISE IMAP ACCOUNT FROM THE DEVICE BEFORE CONTINUING!**

Don't worry, All of your mail will stay on the server.

A new account has to be created to match your old one.

### **Link to HelpDesk**

<http://www.newalbany.k12.ms.us/helpdesk>

Select Category: Network/Server Related

The ticket must have your current Groupwise Username: jdoe

and current working Groupwise Password: xxxxx

### **Go to Settings/Add a new connection/ and use Exchange**

#### **Samsung Galaxy 5 or Android**

Email Address: [ido@newalbany.k12.ms.us](mailto:ido@newalbany.k12.ms.us)

Domain\Username: \jdoe

Password:xxxxxx

Exchange Server: datasync.newalbany.k12.ms.us

Box next to Use Secure Connection (check the box)

Box next to Use Client Certificate (uncheck the box)

Click Done

#### **Iphone and all Mac devices must also use Exchange**

Under settings go to Mail, Contacts, Calendars

Accounts : Exchange

Email: [jdoe@newalbany.k12.ms.us](mailto:jdoe@newalbany.k12.ms.us)

Server: datasync.newalbany.k12.ms.us

Username: jdoe

Password: xxxxx

Advanced: Make sure SSL on

Done

If You have a problem completing installation go to.

### **Link to HelpDesk**

<http://www.newalbanyschools.us/helpdesk>

Select Category: Computer/Printer and Devices Related

Please provide your name, room number, email address and optional phone number for assistance