

VANIER EMAIL ON MAC MAIL

SETTING UP YOUR VANIER EMAIL FOR MAC
OS X MAIL

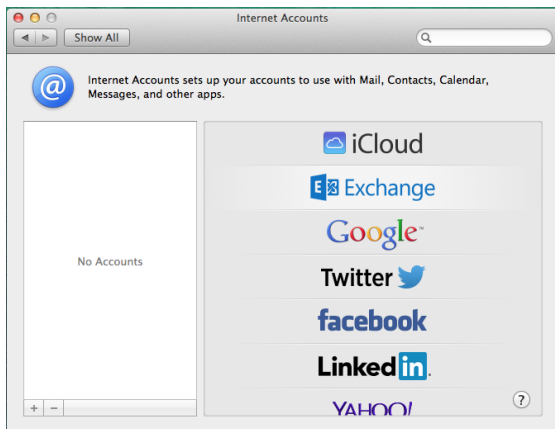


Open **System Preferences**, which can be found on your **Dock** at the bottom, or by clicking on the Apple icon in the taskbar and then clicking on **System Preferences**.

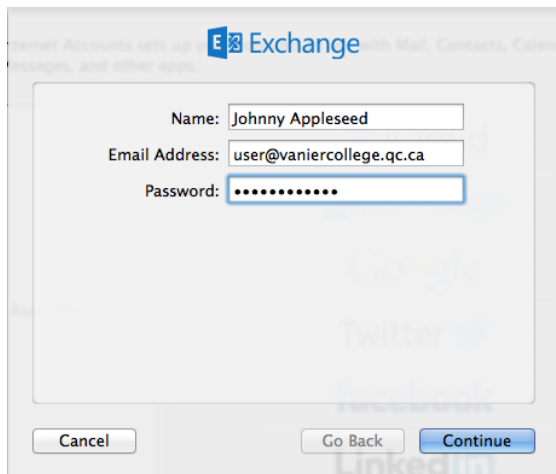


Click on **Internet Accounts**

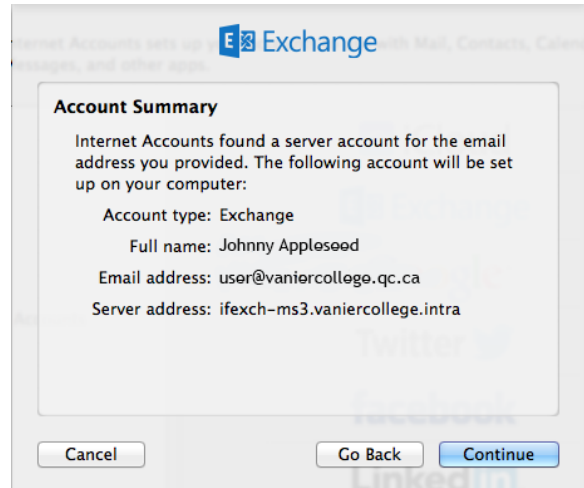
Select **Exchange**



Enter your Vanier **email address** and **password**



Once the setup wizard has connected, and you see the **Account Summary** as pictured, click **Continue**



Check the services you wish to use and click **Done**. Now you are ready to use your Vanier Exchange services!

