

A.E.R.O.'s Information Technology Department does not support personal devices. Should further assistance be needed please contact your cell phone company for assistance.

Windows Mobile 6 Standard

1. Open the ActiveSync application on the device.
2. Press the **Menu** button and select **Add Server Resource**.
3. In "Server Address" field, enter webmail.aerosped.org
4. Check the box for "**This server requires an encrypted (SSL) connection**", and then press **Next**.
5. Enter your Exchange username password, and domain (AERO.local), and press **Next**.
6. Choose the items you wish to sync wirelessly.
7. Press **Finish**.

The device will automatically try to synchronize with your Exchange account, and you will see the following:

"Users will be alerted that the Exchange server must enforce security policies on your device to continue synchronizing. Do you wish to continue?"

Press **OK** to continue.

Windows Mobile 6 Professional

1. Open the ActiveSync application from the **Programs** menu.
2. If this is the first time you have set up a connection on the device, a screen may appear explaining that this device has the ability to sync directly with your company's Exchange server. Follow the **set up your device to sync with it** link provided.

If you have already set up an account on your device, from the **Menu** button at the bottom of the screen, choose **Add Server Source**.

3. In the "Server Address" field, enter webmail.aerosped.org and press **Next**. Leave the checkbox filled that indicates that the server requires an encrypted (SSL) connection.
4. Enter your Exchange username, password, and domain (AERO.local). Leave the **Save Password** checkbox filled and press **Next**.
5. Select the information you wish to sync wirelessly with the Exchange server and press **Finish**. You will see the following:

"Users will be alerted that the Exchange server must enforce security policies on your device to continue synchronizing. Do you wish to continue?"
6. Press **OK** to continue.