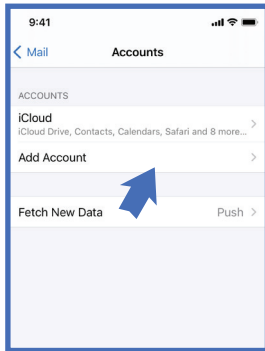


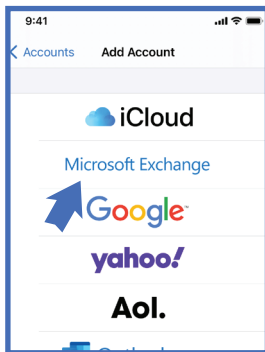


The MERIT Quick Guides are a series of step-by-step instructions to help you harness the power of technology.



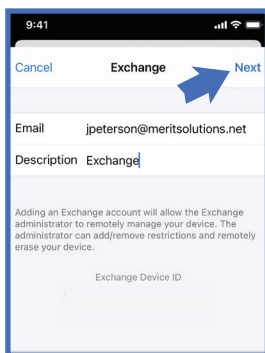
1

Open Settings, tap **MAIL**, then tap **ACCOUNTS**. Tap **ADD ACCOUNT**.



2

Tap **MICROSOFT EXCHANGE**.



3

Enter your email address in the **EMAIL** field. You can also give this account a description in the **DESCRIPTION** field (your iPhone will name it **EXCHANGE** by default). Tap **NEXT** to continue.

## About MERIT 2.0

MERIT was founded in 1983 and was re-branded in 2020 as MERIT 2.0. Our Mission Statement is *To educate every worker at every client and provide them the technology to improve.*

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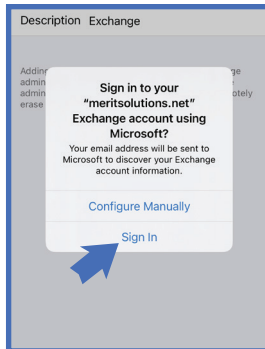
## How to Contact MERIT 2.0

**SERVICE/REPAIRS/HELPDESK:**  
 service@meritsolutions.net  
 or call 757-420-5150

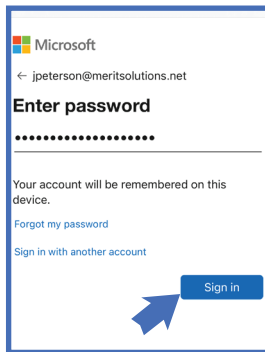
www.meritsolutions.net

**MARKETING:**  
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 or call 757-420-5150 x7007

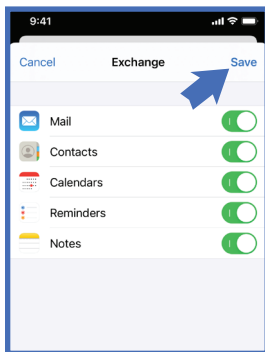
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**4** On the popup, tap **SIGN IN**.



**5** On the following screen, enter your password, then tap **SIGN IN**.



**6** When all necessary information has been entered, your iPhone will ask you if you want your email account's Mail, Contacts, Calendars, and Notes to load on your iPhone. To set up your email, just make sure the toggle next to **MAIL** is green. You can choose to turn on or off any of the other three features as well. Tap **SAVE** to wrap things up.

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