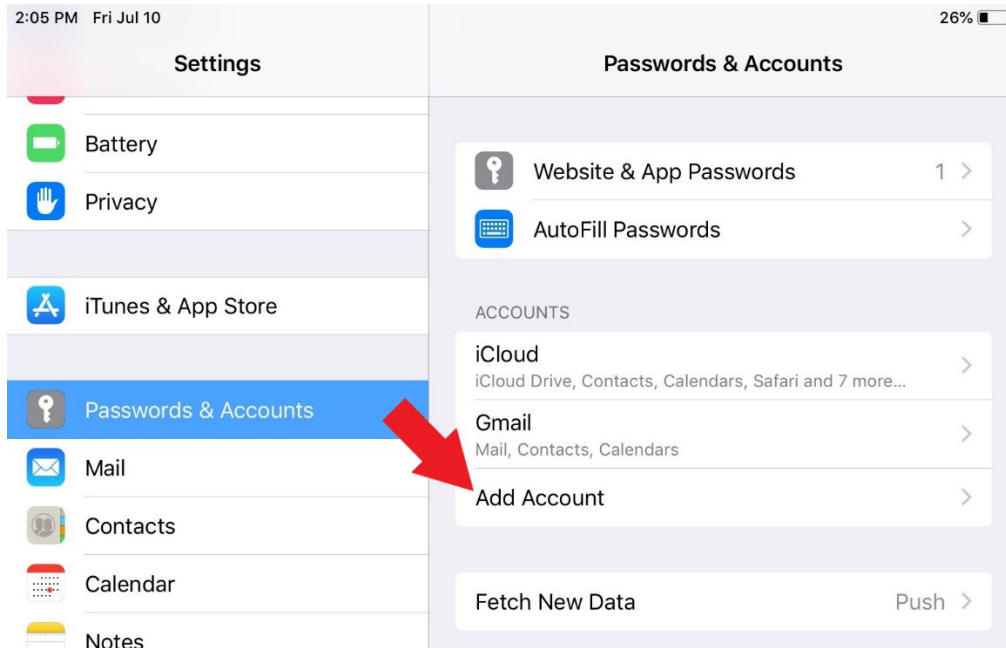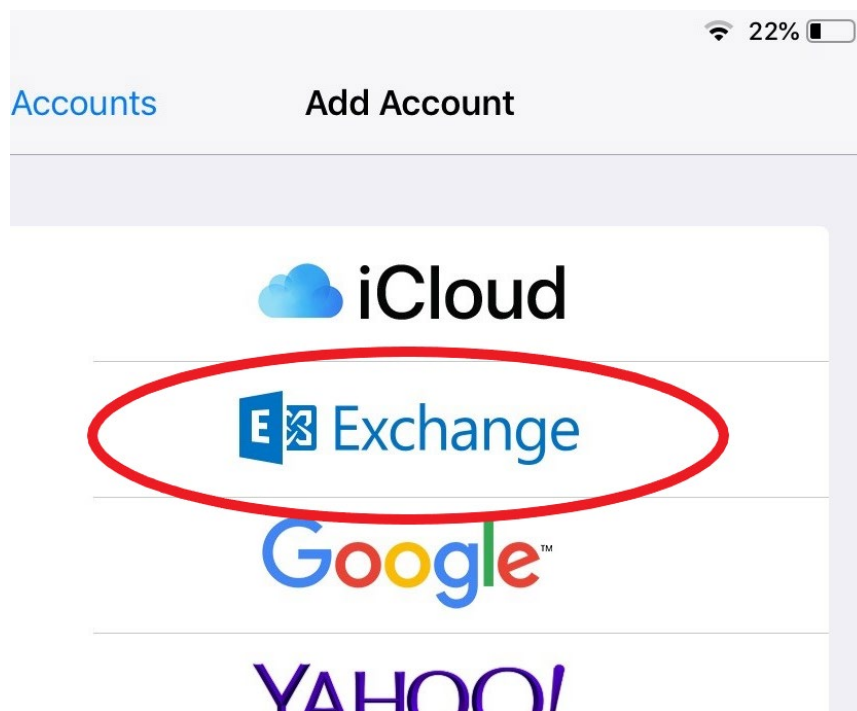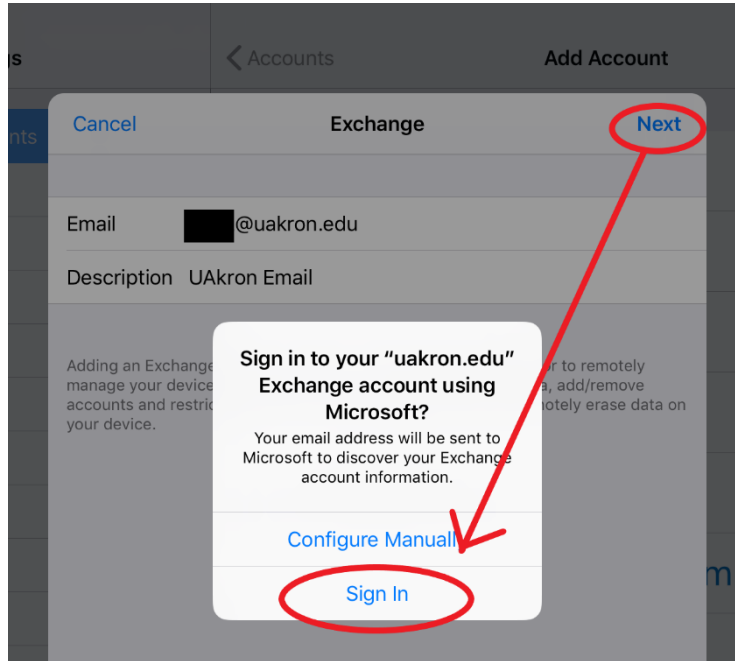# iOS-Adding UA Email on iOS Device with MFA

1. Go into **Settings**. Scroll down and select **Passwords & Accounts**. On the right-hand side, select **Add Account**.
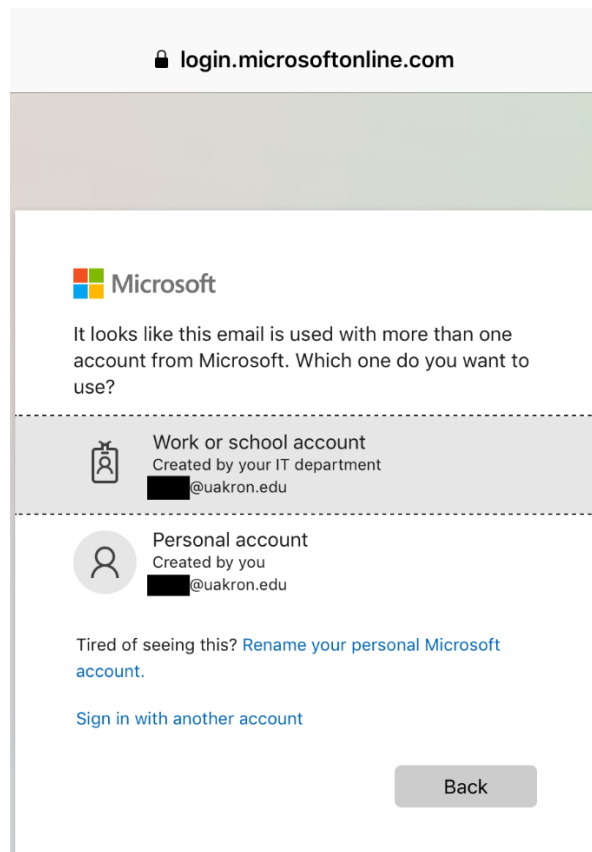

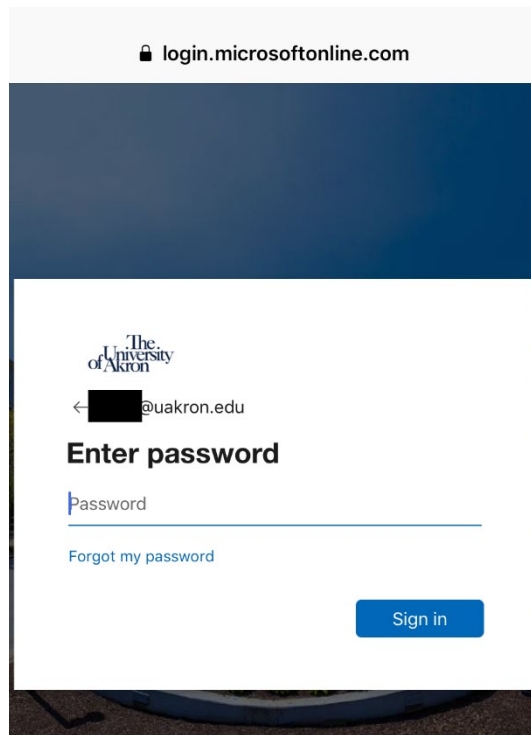2. On the next screen, select **Exchange**

3. On the following screen, type in your UA email address and description and press **Next**. On the window that pops up asking you to Configure Manually or Sign In, be sure to select **Sign In**.
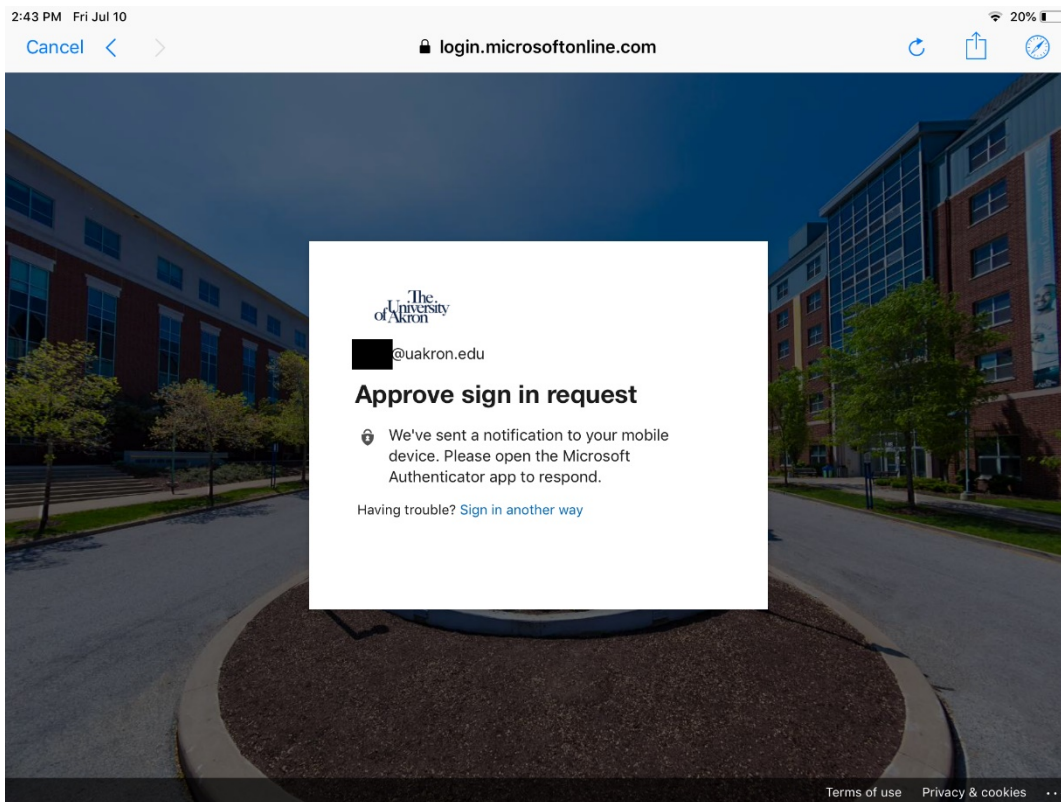

4. When prompted, be sure to select **Work or school account created by your IT department**.

5. Enter the password for your @uakron.edu account and click on **Sign In**

6. If you have Multi-Factor Authentication (MFA) setup, you will be prompted to approve the login.

7. Select what you would like to sync, and click on **Save**.