

Mobile Devices – iPhone / iPad

After the migration, please delete your profile on all mobile devices.

You can connect to your Office 365 email and calendar from iOS device several ways:

1. Open your browser and go to portal.office.com.
 2. Use the [OWA App for iPhone](#) or [OWA App for iPad](#) from Microsoft.
 3. [Configure the native Mail, Contacts, and Calendar apps in iOS or Android.](#)
- Choose Option 1 if you rarely access your District mail from your iOS device. This is the same address you can use to access your email using a Web browser on a desktop computer, but it launches a simplified mobile version of the Outlook Web App interface.
 - Choose Option 2 if you would like to regularly access your District email and calendar from your device, but you want to keep your District Mail and Calendar appointments separate from your personal Mail and Calendar. This option will prompt you to install the free **OWA App** from Microsoft via the App Store.
 - Choose Option 3 if you would like to have your District email and calendar integrated with your iOS Mail and Calendar.

Recreate a new profile: You will only need your username and password to setup your mobile device. Type your network login ID including [@fortbendisd.com](#) (**Firstname.Lastname@fortbendisd.com**) and your network password. Some mobile devices may prompt for server name. Type **outlook.office365.com** for the server name. No other information is needed to setup the profile.

Delete Old Account

1. Go to Settings
2. Go to Mail, Contacts, Calendars
3. Choose the Old Fort Bend Exchange account
4. Scroll to the bottom and select Delete Account – confirm with “Delete from My iPhone”

Create New Account

1. Go to Settings
2. Go to Mail, Contacts, Calendars
3. Choose Add Account
4. Select Exchange
5. Enter your Email address ([firstname.lastname@fortbendisd.com](#))
6. Enter your network password
7. Enter an account description such as FBISD
8. After the verification is complete, select Save