

## Non-PPSD Cell Phone Email Configuration

Email configuration for personal phones is not supported by the PPSD help desk. Please see below for the email configuration settings that are needed for the email setup. Please contact your phone provider for additional technical support.

### Email Configuration Settings

1. Email address: [user.name@ppsd.org](mailto:user.name@ppsd.org)
  - a. Example: [john.smith@ppsd.org](mailto:john.smith@ppsd.org)
2. Email password: userspassword
3. Web access URL: <https://webmail.ppsd.org/exchange>
4. Username: Type in your domain\username
  - a. Example: *academic\jsmith* or *ppsd\jsmith*
5. Mailbox name: username or firstname.lastname or your email address
  - a. Example: *jsmith* or *john.smith* or [john.smith@ppsd.org](mailto:john.smith@ppsd.org)