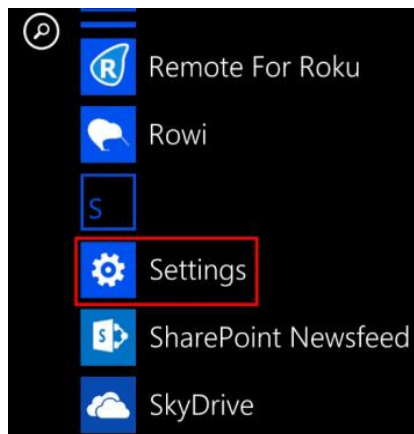# Setting up Hosted Email on a Windows Phone

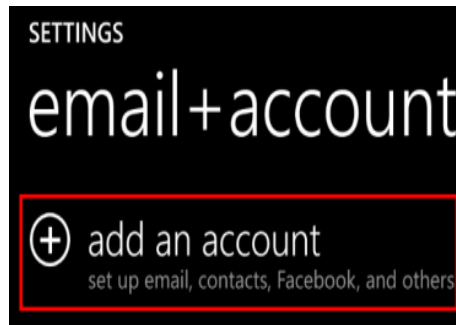The following steps are required to configure Microsoft Exchange Activesync on a Windows Phone:

1. Locate the **Settings** options from within your application menu.
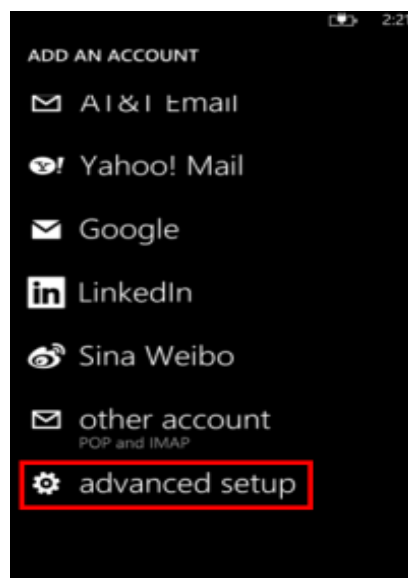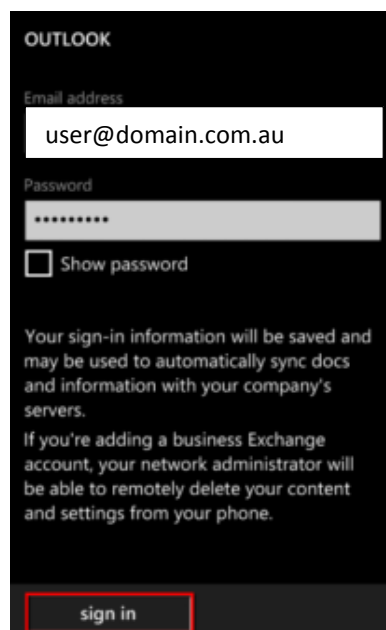

2. Select **Email + Accounts**.
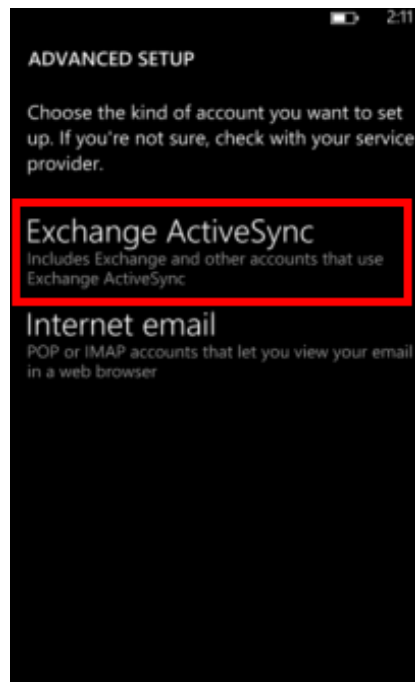
3. Select **Add an Account**.

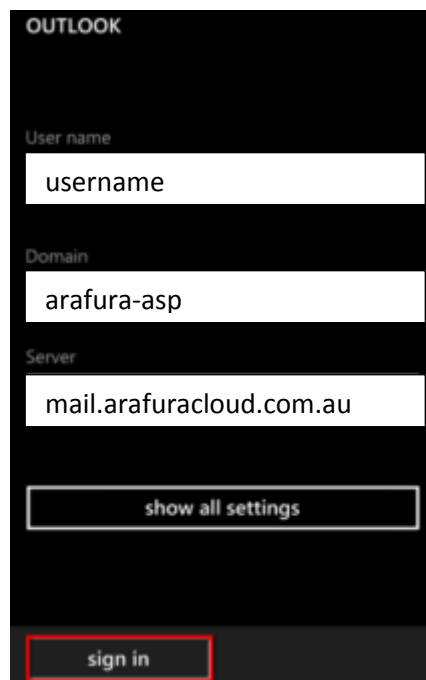4. Select the option for **Advanced Setup**.

5. Enter your full email address and password for your account, then press the **sign in** button.

6. Select **Exchange ActiveSync**.

7. Ensure your email address remains correct. Enter the following address for Server

mail.arafuracloud.com.au

8. Then, select the **sign in** button. Once connected, you will see a new icon within your settings menu with the name of your new email account.