Congratulations on your iPhone purchase! Follow these steps to get connected with your iOS 7 device at College of the Canyons.

If you’re on campus it will help speed things along if you FIRST add your device to our Staff Wireless. The email setup will be the same regardless of whether or not you’re on the wireless network. IE: at home on your personal wireless network.

A blue check will show up next to COC-Faculty once you’ve successfully joined our wireless network.

Tips and Tricks

Once you’re on the wireless network you’ll be able to add your email account MUCH faster. This will likely go without saying, but you’ll only be able to add your phone, iPad or iPod Touch to our wireless network from on campus. So if you’re off campus. Skip down to the MAIL, CONTACTS, CALENDAR section.

Skip to the MAIL, CONTACT, CALENDAR section if you’re not on campus.
Exchange

Once you've added your email account you can go back into the MAIL, CONTACTS, CALENDARS settings window and adjust how many days worth of email shows up on your device. I recommend a proximity longer than 1 week. I would also recommend changing the calendar sync setting from 1 Month Back to All Events.

Now that you're all setup, give your phone a few minutes to catch up to our servers. Depending on how much email you have and how

Mail, Contacts, Calendars

The Description field is entirely up to you. I personally prefer Canyons. You have the option to sync Contacts Reminders and Notes with your computers Outlook too.

Still don’t have an account?

If you still don’t have an email address, please logon to http://www.canyons.edu/css and Click on the link to Request an Account. This will start the approval process so you can utilize this guide. Please feel free to drop by our office and have one of our helpdesk technicians help you through these steps. You may also be happy to know you can add more than one Exchange account to your device at a time. I’ve yet to test more than 3 though.

CALL
on campus x3953
off 661-362-3953

EMAIL
helpdesk@canyons.edu

LOCATION
BONH-107