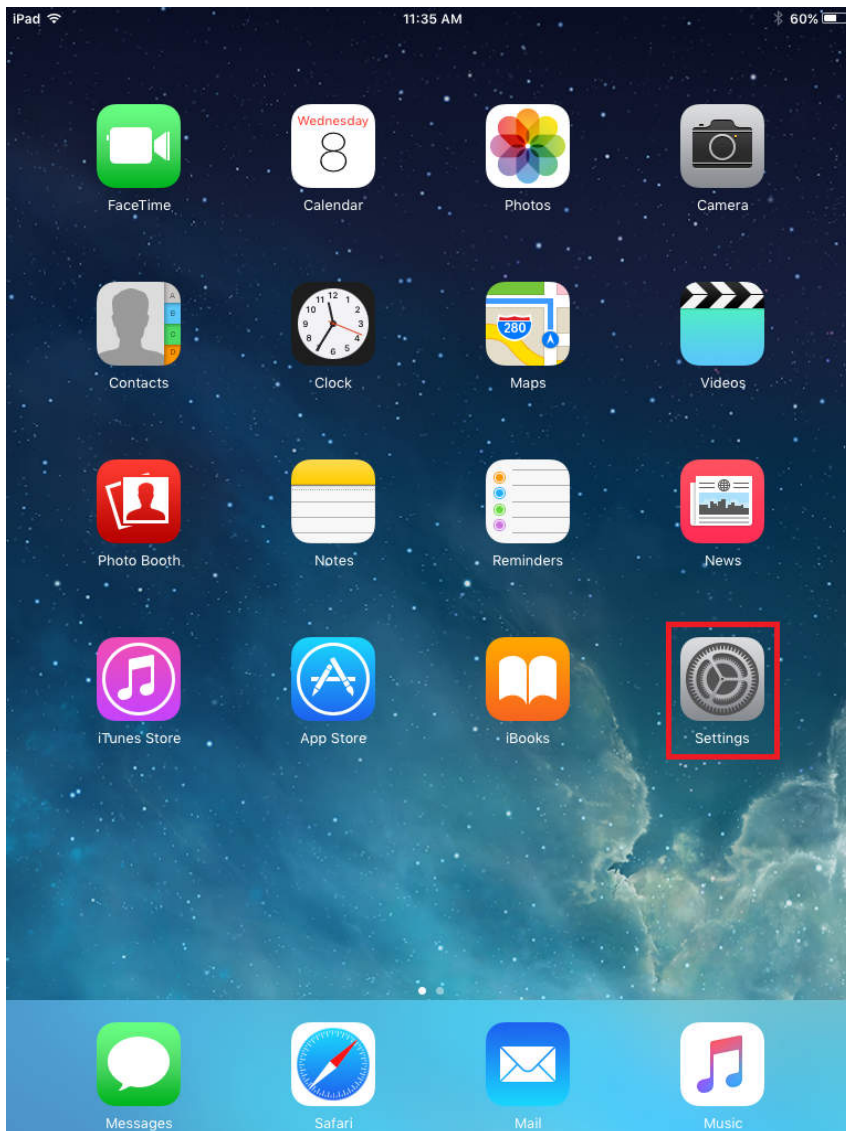


Client Configuration

Access an Office 365 shared mailbox on iOS 9 & 10

Choose Settings



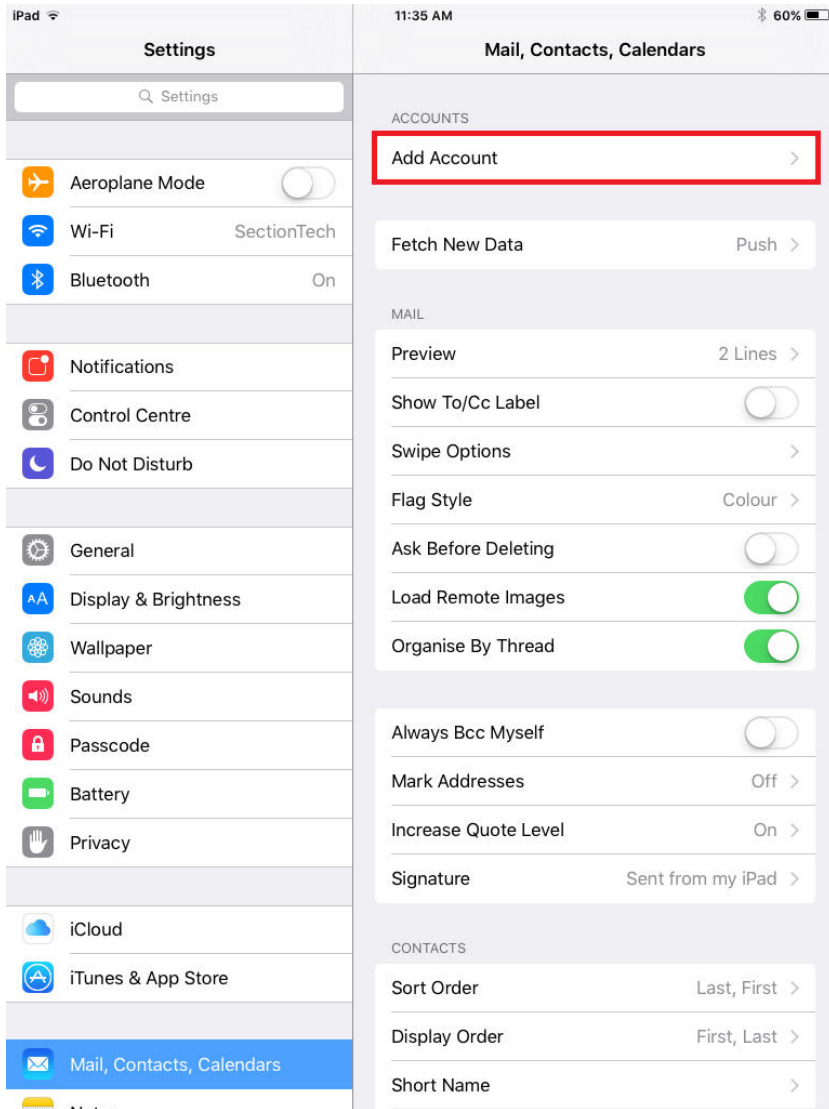
Mail, Contacts, Calendars

Client Configuration



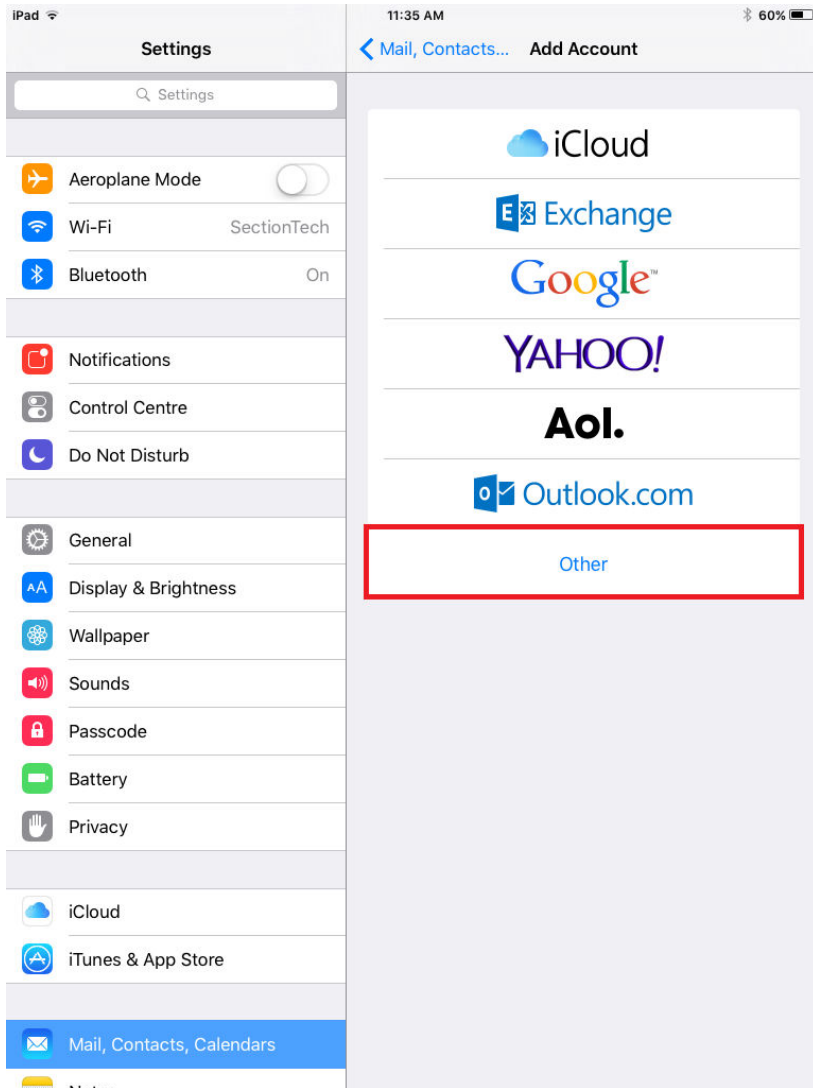
Choose Add Account.

Client Configuration



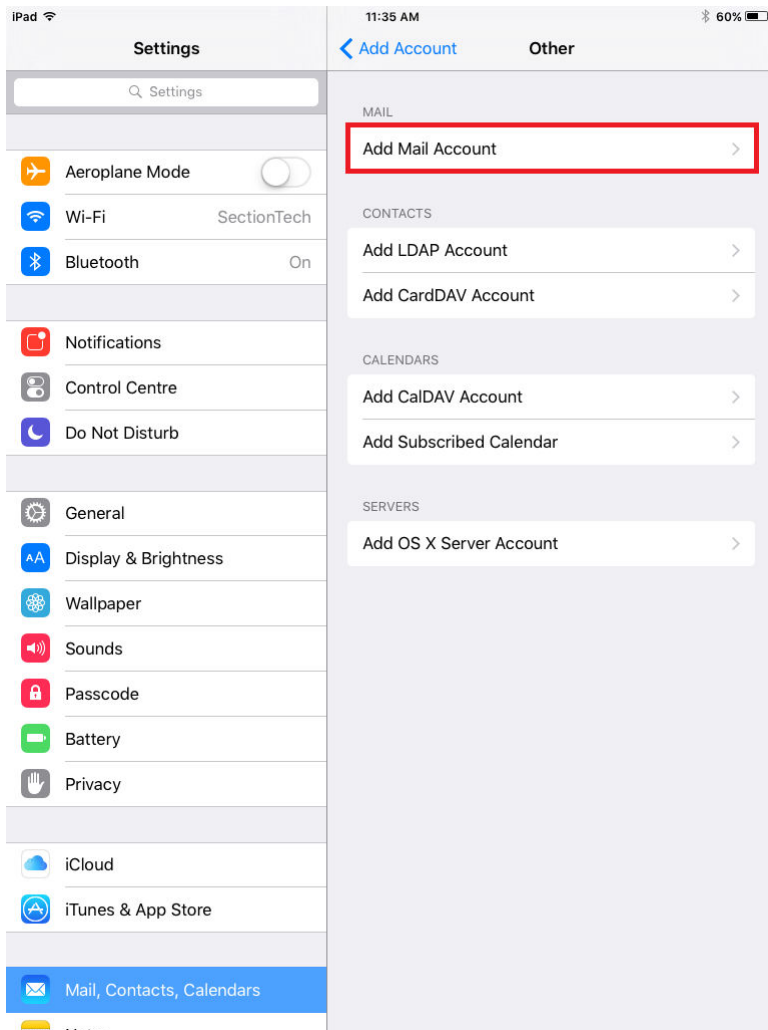
Choose Other

Client Configuration



Add Mail Account.

Client Configuration



On the New Account screen, enter the following:

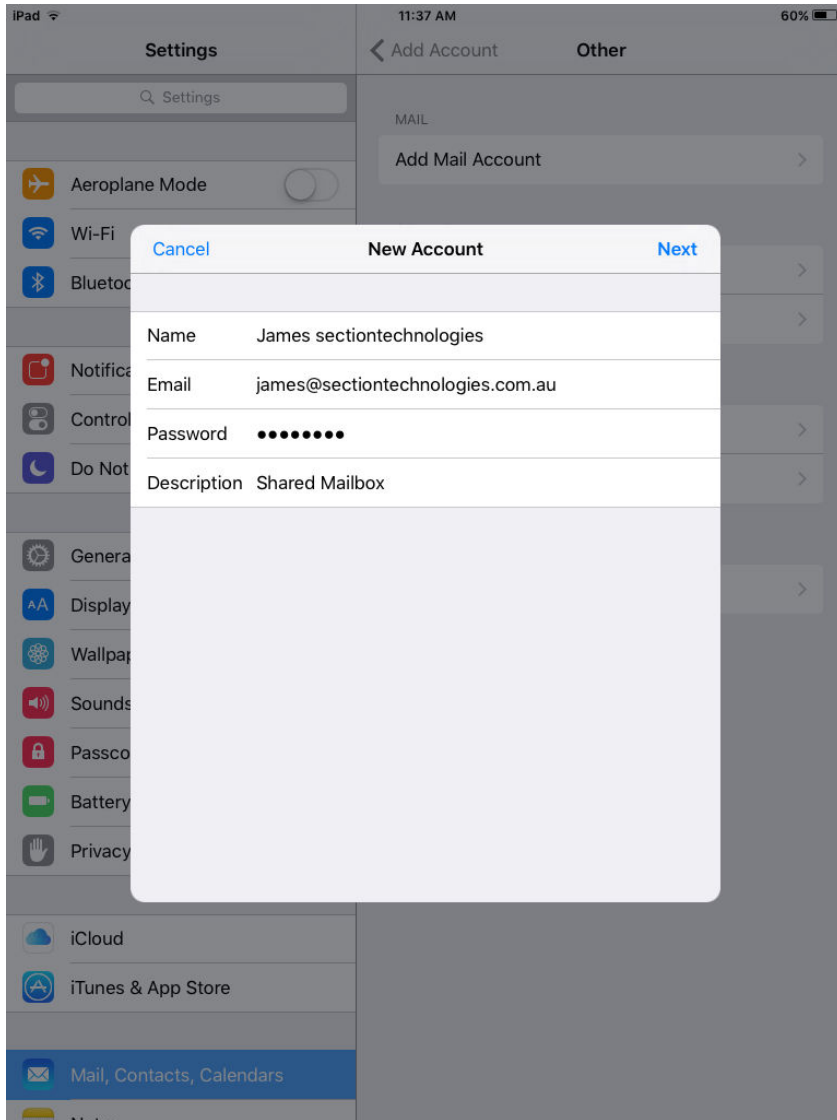
Name: the name of the account

Email: example@sectiontechnologies.com.au

Password: your password

Description: description of the account

Client Configuration



Choose Next.

Make sure that IMAP is selected at the top of the screen.

Incoming Mail Server:

Hostname: outlook.office365.com

User Name: example@sectiontechnologies.com.au/support (the alias of the shared mailbox)

Password: your password (This may have been auto-filled)

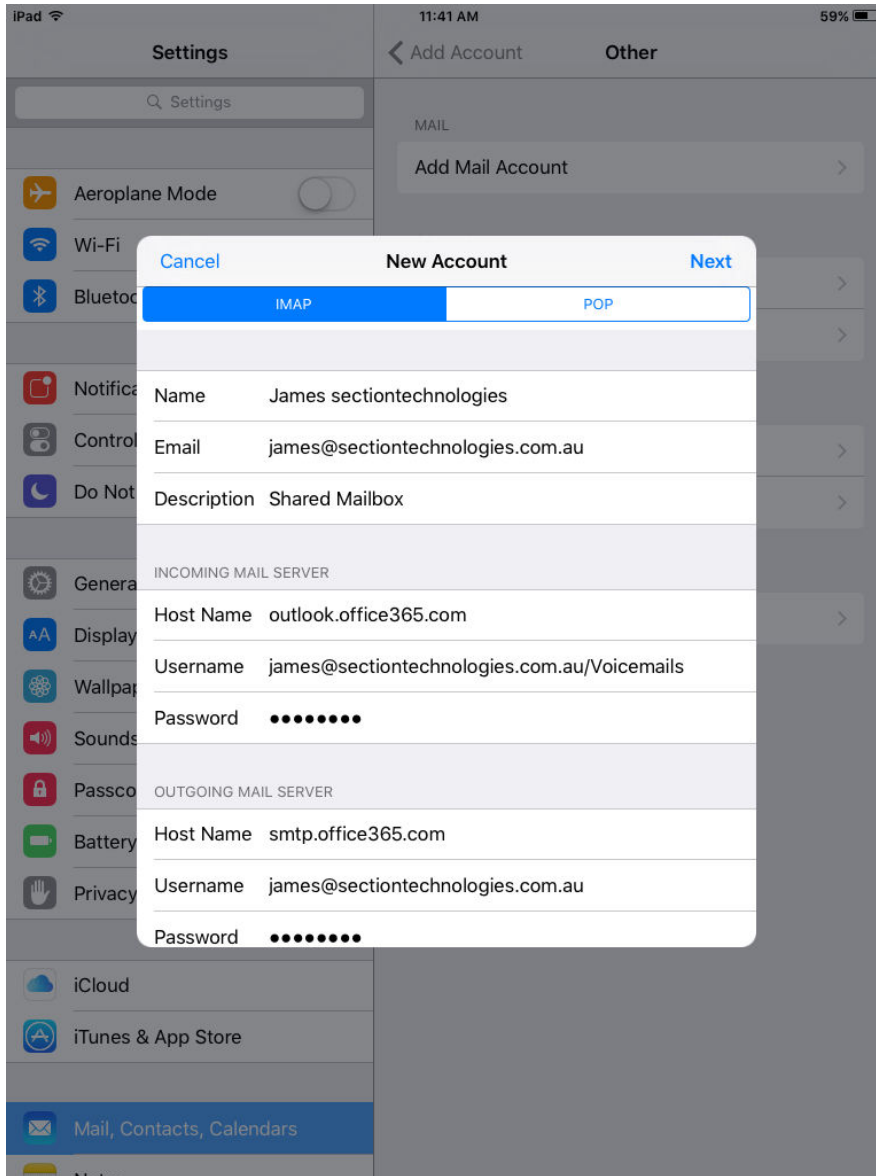
Scroll down to the Outgoing Mail Server section and enter the following:

Host Name: smtp.office365.com

User Name: example@sectiontechnologies.com.au

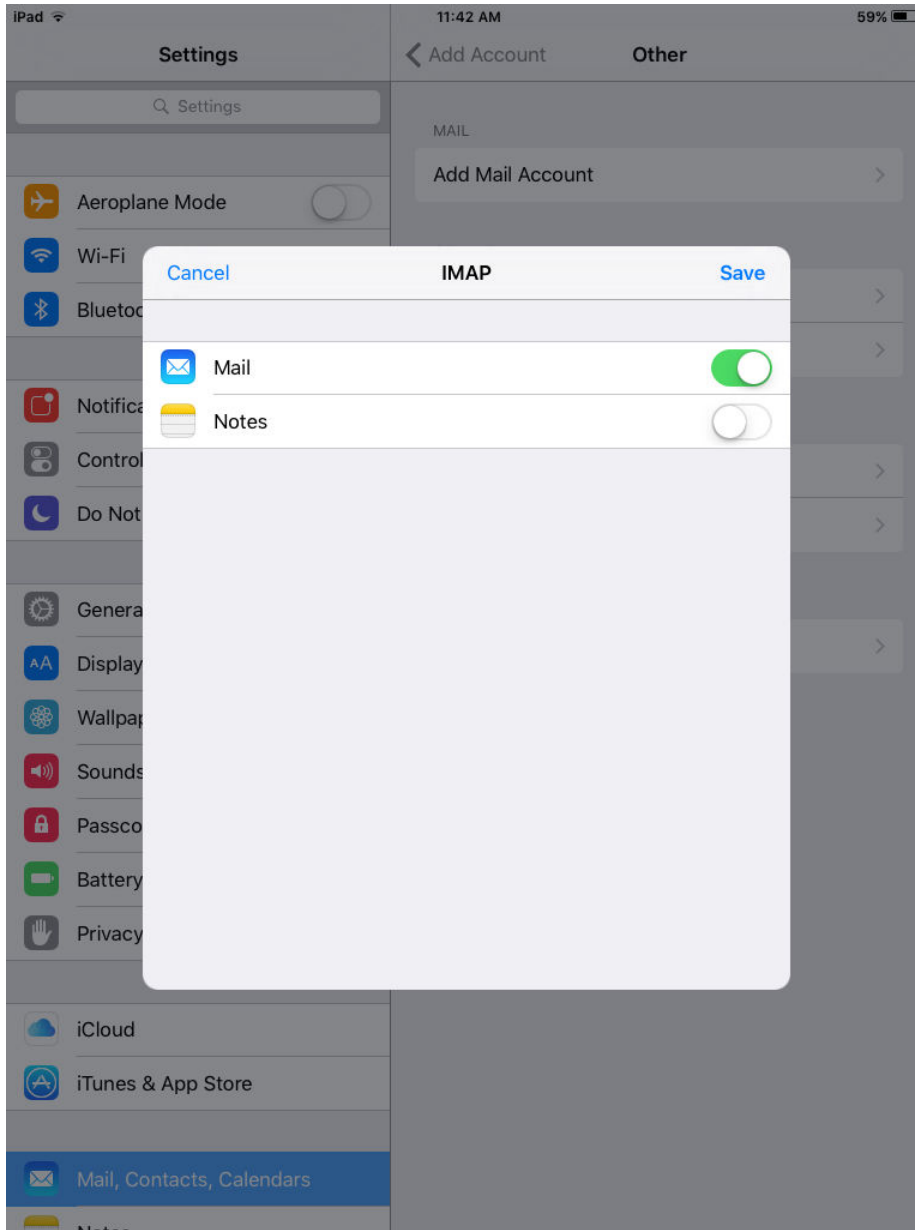
Password: your password

Client Configuration



Choose Next and wait for the server to verify your settings. When complete choose Save.

Client Configuration



The shared mailbox should now appear within the mail app

Unique solution ID: #1010

Author: James Latter

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