Update your College E-Mail to Office 365 on an iPhone

1. Begin by selecting the **Settings** icon.

2. Scroll down on the resulting screen and choose **Mail, Contacts, Calendars**

3. Choose your **SPC** email account
4. Tap on your account email address.

5. Update the following settings:
   - **Email:** last.first@spcollege.edu
   - **Server:** outlook.office365.com
     
     **Note:** Leave the **Domain** section empty. If it is currently showing **admin** please remove it.

   - **Username:** last.first@spcollege.edu
   - **Password:** Your SPC password

6. Tap done