1. With your iPhone in hand, tap Settings.
2. Scroll to and tap Mail, Contacts, and Calendars.
3. Tap Add Account.
4. Tap Microsoft Exchange.
5. In the resulting Exchange view enter the information as illustrated below:
6. Tap Next.
7. In the Server field, enter email.kennesaw.edu.
8. Tap Next.
9. Set Mail and Calendars to ON; set Contacts to OFF to prevent deletion of existing Contacts. If you use the Apple MobileMe synchronization service, you may set Contacts to ON, without losing your existing contacts.
10. Tap Done.