

Changing Your Password

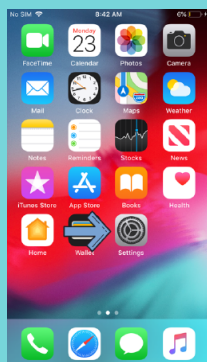
Password changes can be processed using Western Identity Manager.

- 1. identity.uwo.ca**
- 2. Enter your current Western User ID and Password (if unknown, refer to Re-Set Password instructions)**
- 3. Click Login**
- 4. Select the Security tab**
- 5. Select the Change My Password subtab**
- 6. Enter your New Password**
- 7. Confirm your New Password**
- 8. Click Change Password**
- 9. Click Logout**

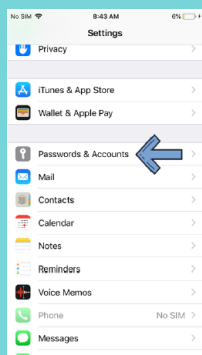
NOTE: if you are currently logged on to your workstation using this User ID, we recommend you log off and log back on to your workstation.

Setting up the Mail App onto iPhone & iPad

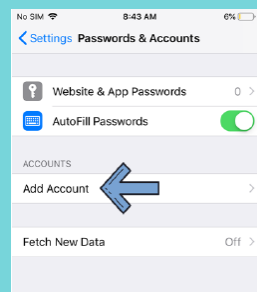
Step 1: Open Settings.



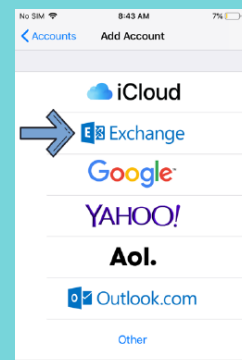
Step 2: Click on Passwords & Accounts.



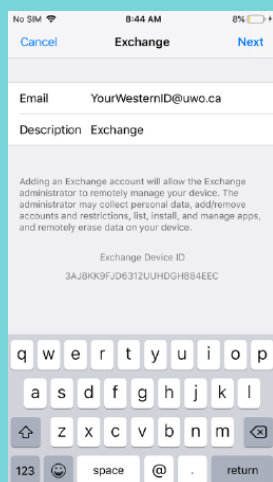
Step 3: Click on 'Add Account'.



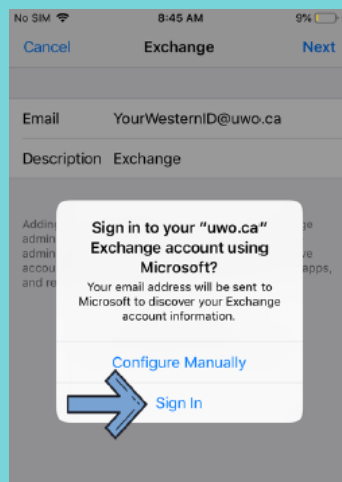
Step 4: Select Exchange



Step 5: Enter your Western email, then click on 'Next'.



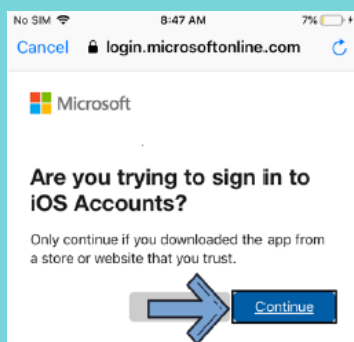
Step 6: Click on 'Sign In'.



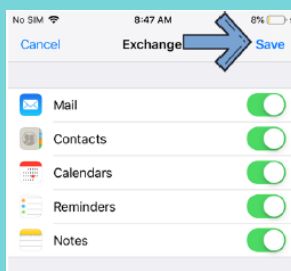
Step 7: When prompted, enter your Western password and click 'Sign In'.



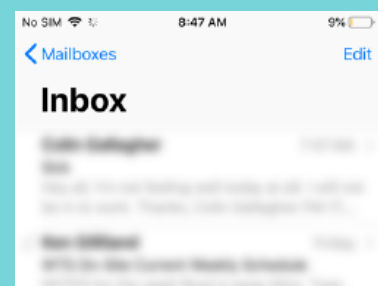
Step 8: The following screen might ask you if you want to trust the app. Click on 'Continue'.



Step 9: At this step, you are able to configure what features will be synchronized. For the full experience, leave all features checked and click on 'Save'.

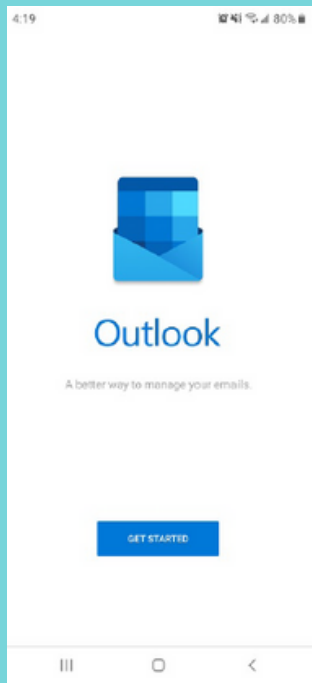


Step 10: Your email can now be accessed from the Mail app.

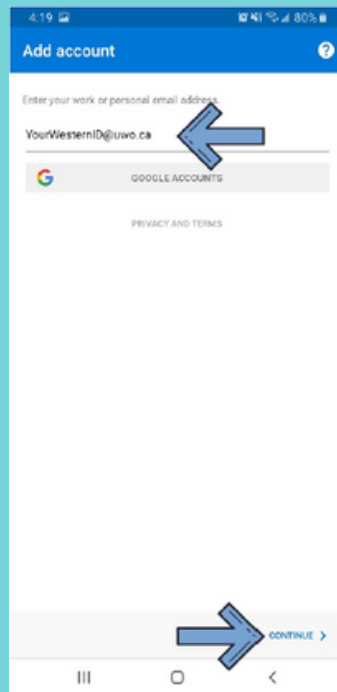


Setup Outlook App on Android

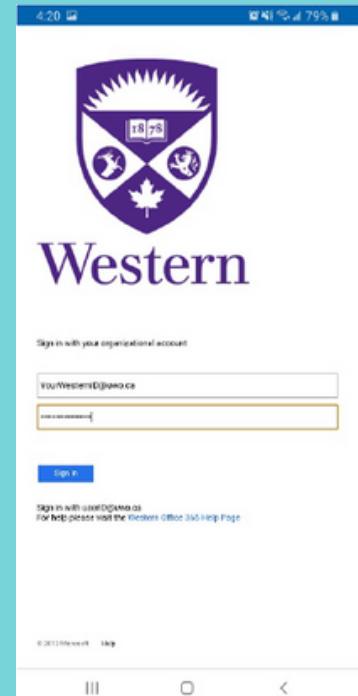
Step 1: Open Outlook.
Click 'Get Started'



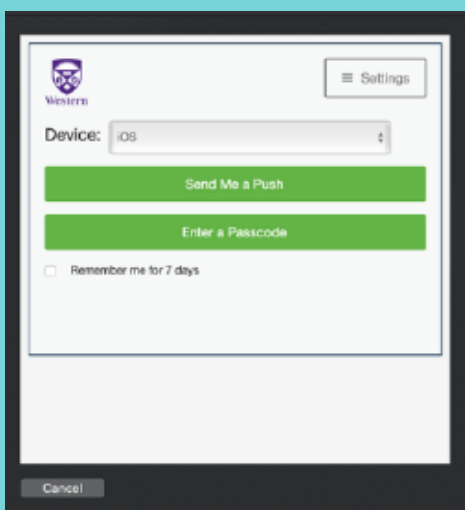
Step 2: Enter your
Western email address,
click 'Continue'



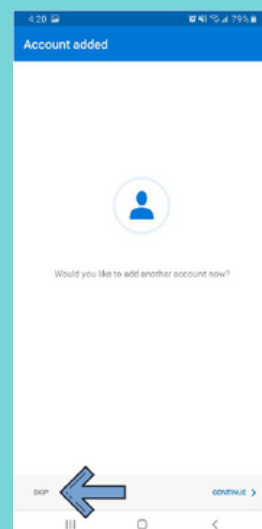
Step 3: Enter your Western
password, click 'Sign In'



Step 4: If you have opted in to
MFA for Office 365, the following
screen will appear. Select your
preferred MFA method to
continue signing in.
If you have not opted in to MFA for
Office 365, you can proceed
directly to Step 5.



Step 5: If you are setting up
only your Western account,
click 'Skip'. If you want to add
another account to your
Outlook, click 'Continue'

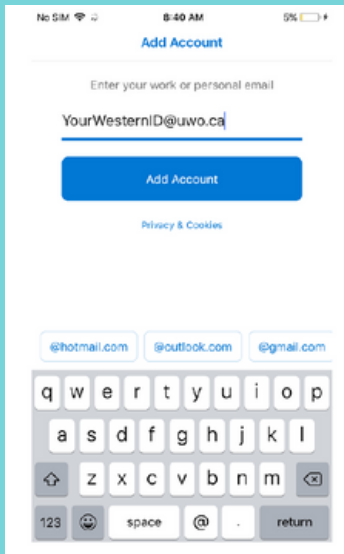


Step 6: Your email can now be accessed from the Outlook app.

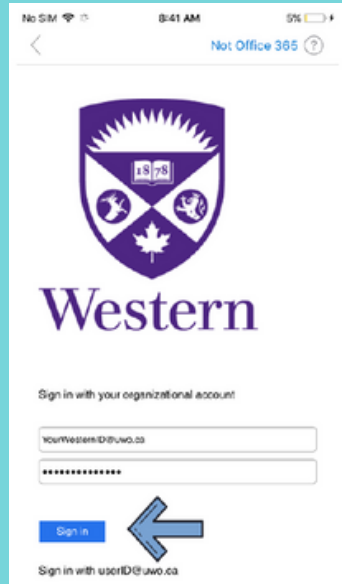
Setup Outlook Mail onto iPhone or iPad

Step 1: Download the Outlook app from the App Store - search Outlook - "GET" Microsoft Outlook (no charge)

Step 2: Open Outlook.
Enter your Western email, click continue.



Step 3: Enter your Western password, click Sign In.

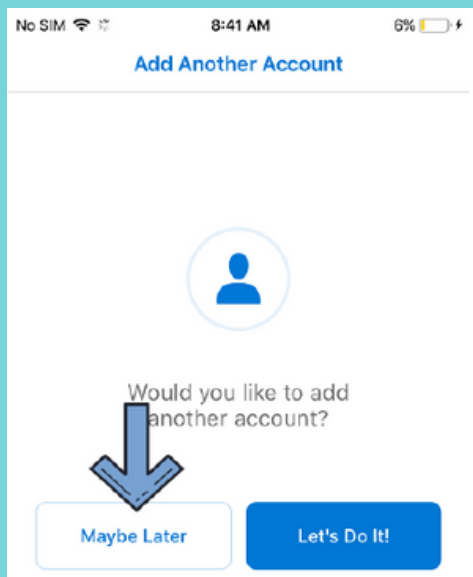


Step 4: If you have opted in to MFA for Office 365, the following screen will appear. Select your preferred MFA method to continue signing in.

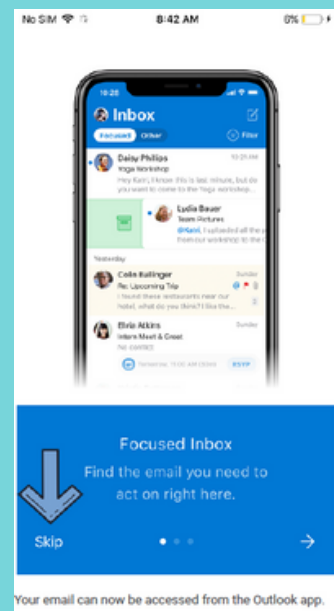
If you have not opted in to MFA for Office 365, you can proceed directly to Step 5.



Step 5: If you are setting up your Western account, click on "Maybe Later". If you want to add another account to your Outlook, click on "Let's Do It!"

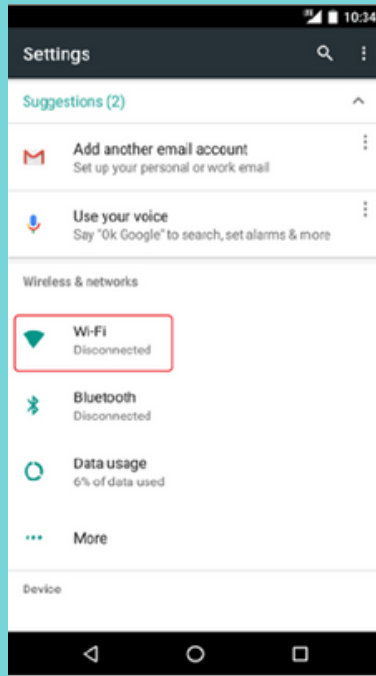


Step 6: The app will show you information about some of the features. Click Skip.



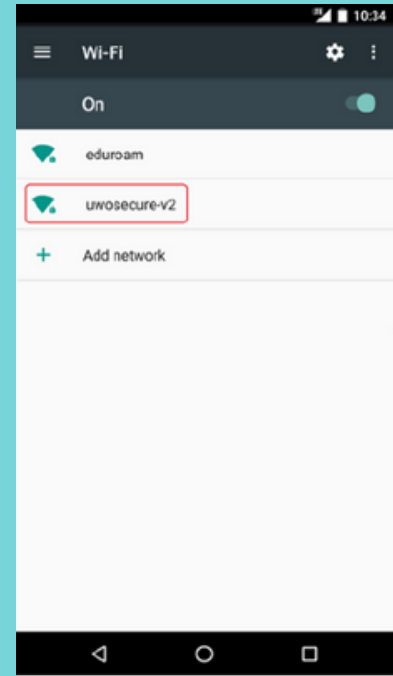
Wireless WIFI Setup for Android

Step 1: Tap "Settings"



Step 2: Tap "Wi-Fi"

Step 3: Tap 'uwosecure-v2' to edit the settings.



Step 4: Enter/choose the following:

EAP Method:PEAP

Phase 2 Authentication: MSCHAPV2 (this setting is located under Advanced on some devices)

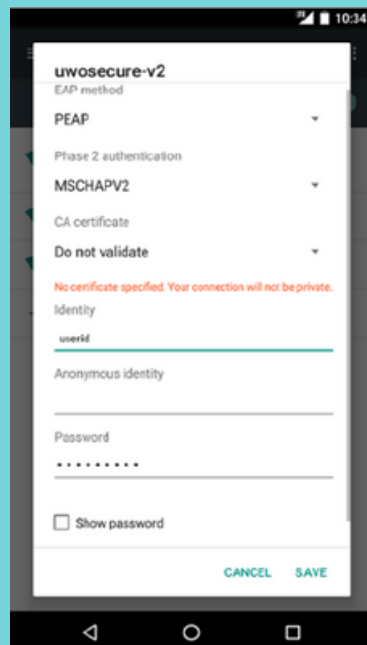
CA Certificate: leave as 'unspecified' or 'Do Not Validate'

Identity: your **Western** username

Anonymous Identity: -leave blank-

Password: your **Western** password

Step 5: Click 'Save'



Step 6: You should now be connected to 'uwosecure-v2' wireless network.

Wireless WIFI Setup for iPhone

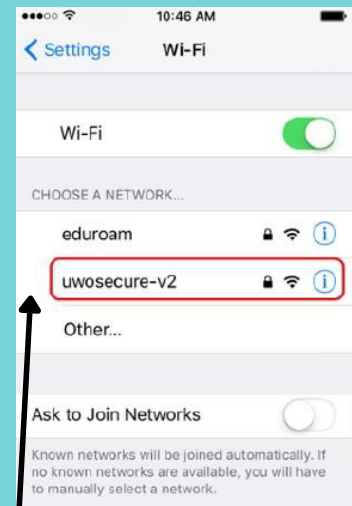
Step 1: Tap "Settings"



Step 2: Tap "Wi-Fi"



Step 3: Wireless signals that are in range are displayed in this area. You should see the 'uwosecure-v2' wireless network in the list.



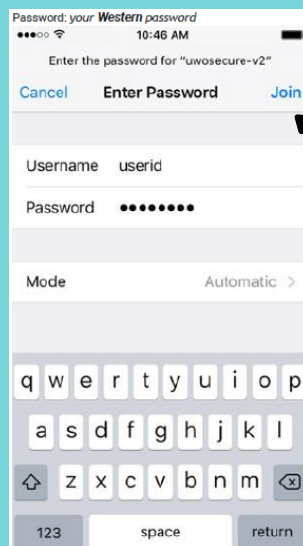
Step 4: Tap 'uwosecure-v2'.

Step 5: Enter the following by tapping on each line of information:

Network Name: uwosecure-v2

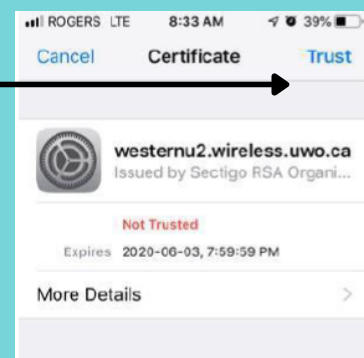
Security: leave as 'WPA2 Enterprise'

Username: your **Western** username



Step 6: Tap "Join"

Step 7: Tap "Trust" for the security certificate that is displayed (it may take a few seconds for the acceptance to process).



Step 8: There should now be a check mark next to 'uwosecure-v2' network. As well, the wireless connection symbol should appear at the top. This indicates that your wireless connection should now be active.