



# E-mail Setup

## iOS Device

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**Document History**

| Version | Issue Date  | Changes   |
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| V1.0    | 16 May 2024 | <ul style="list-style-type: none"><li>Setting up e-mail on iOS device document creation</li></ul> |

**Approval and Signature**

| Document Name  | E-mail Setup (iOS Device)      |             |
|--|--------------------------------|-------------|
| The purpose of the document is to provide formalize the guideline to setup e-mail on iOS device. |                                |             |
| I have reviewed the document and can confirm that it has been endorsed:                          |                                |             |
| Name   | Role                           | Date        |
| Pengiran Amirul Hayat bin Pengiran Haji Yussop   | Acting EGNC Director           | 16 May 2024 |
| Hajah Sabarina binti Haji Ajak   | Acting Chief Operation Officer | 16 May 2024 |

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## Setting up Mail on iOS Device

1. On your iOS device, go to **Settings** → **Mail** (Figure 1) → **Accounts** (Figure 2). Select **Add Account** → **Microsoft Exchange** (Figure 3).



Figure 1: Mail

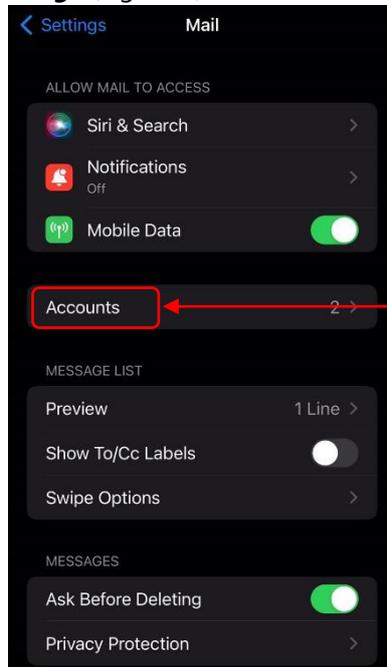


Figure 2: Accounts

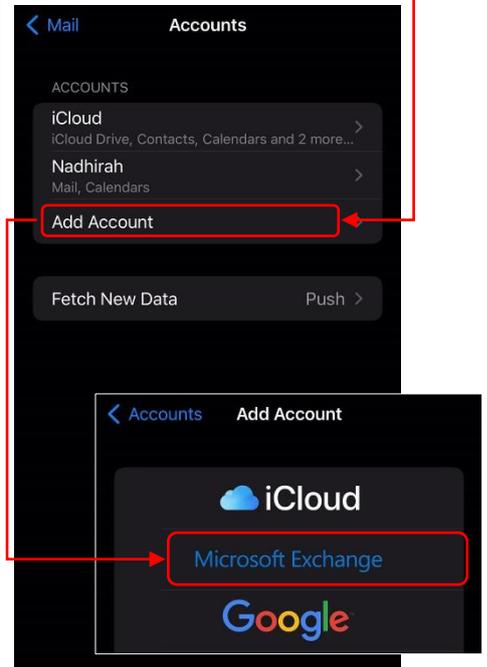


Figure 3: Add Account

2. **Enter your e-mail & description** (Figure 4) for the e-mail, e.g. Exchange. Select **Next**. Select **Configure Manually** when prompted (Figure 5). **Enter your password** → **Next** (Figure 6).

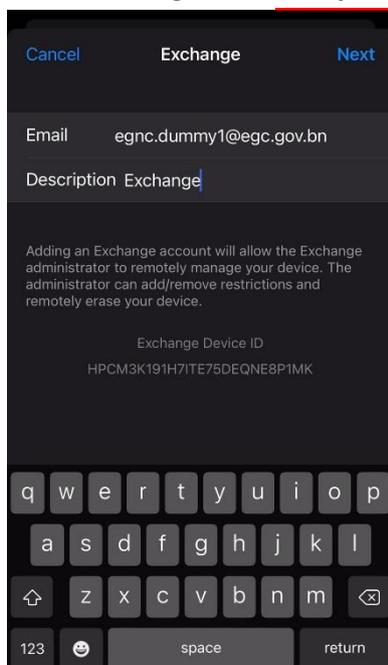


Figure 4: Enter e-mail and description

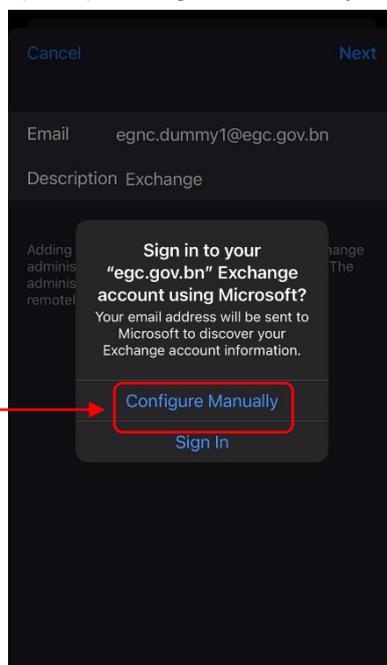


Figure 5: Select Configure Manually

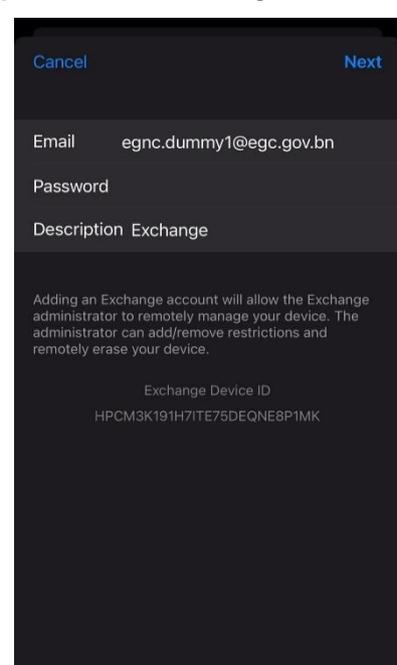


Figure 6: Enter password

3. Enter the server name **mail.gov.bn**, domain (Table 1), your **username** and **password** (Figure 7). Select **Next**. The checkmarks indicate that the e-mail has been set-up successfully (Figure 8). Select the features you want to sync to your device, select **Save** (Figure 9).

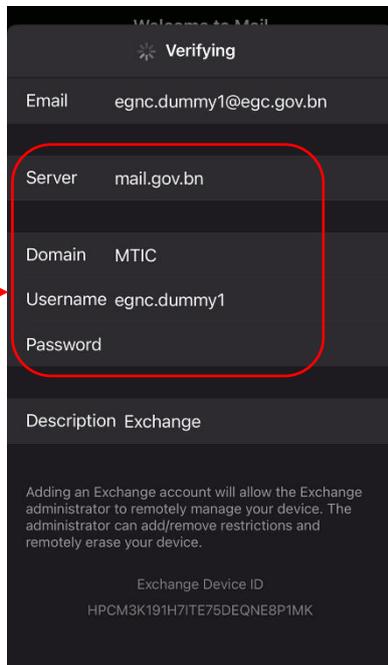


Figure 7: Enter details

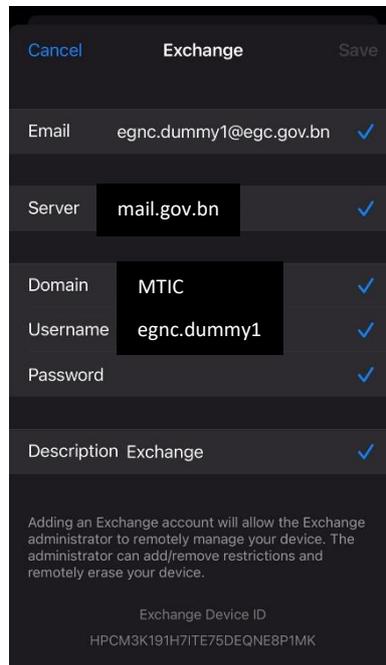


Figure 8: Checkmark indicators

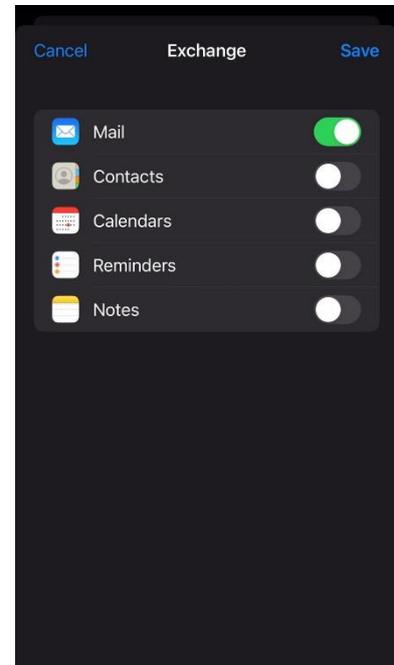


Figure 9: Select features

4. Domains (Table 1)

| Ministry/GLC  | Domain |
|---|--------|
| Prime Minister's Office   | PMO\   |
| Ministry of Finance and Economy<br>Brunei Halal (Ghanim International Corporation Sdn Bhd)<br>Brunei Darussalam Central Bank<br>Yayasan Sultan Haji Hassanal Bolkiah (YSHHB)<br>Brunei Darussalam Deposit Protection Corporation<br>Competition Corporation Brunei Darussalam | MOFE\  |
| Ministry of Home Affairs  | MOHA\  |
| Ministry of Education<br>Universiti Teknologi Brunei (UTB)  | MOE\   |
| Ministry of Primary Resources and Tourism   | MPRT\  |
| Ministry of Development   | MOD\   |
| Ministry of Culture, Youth and Sports   | MCYS\  |
| Ministry of Health<br>Brunei Darussalam Food Authority  | MOH\   |
| Ministry of Religious Affairs<br>Kolej Universiti Perguruan Ugama Seri Begawan (KUPUSB)   | MORA\  |
| Ministry of Transport and Infocommunications  | MTIC\  |