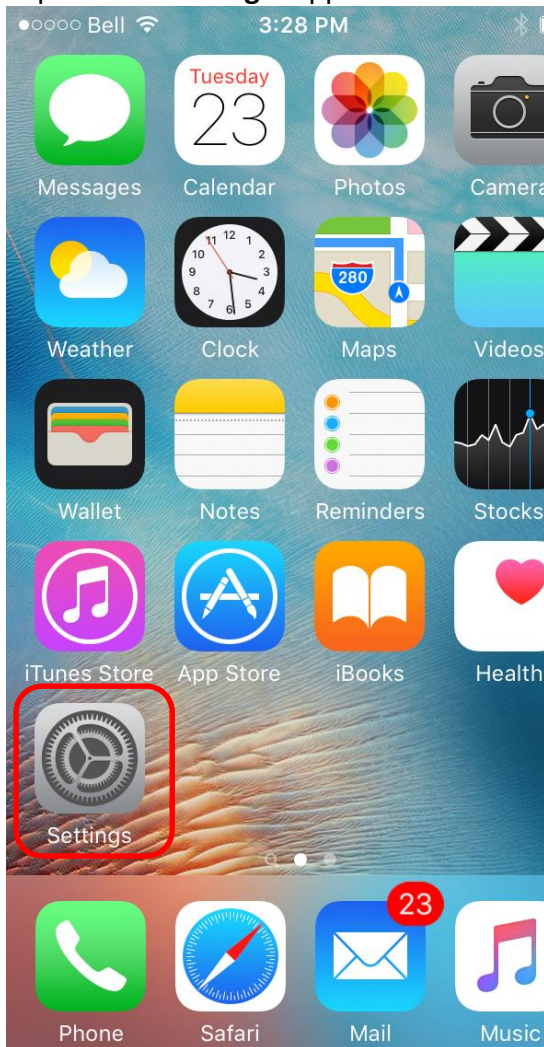


Annapolis Valley Regional School Board

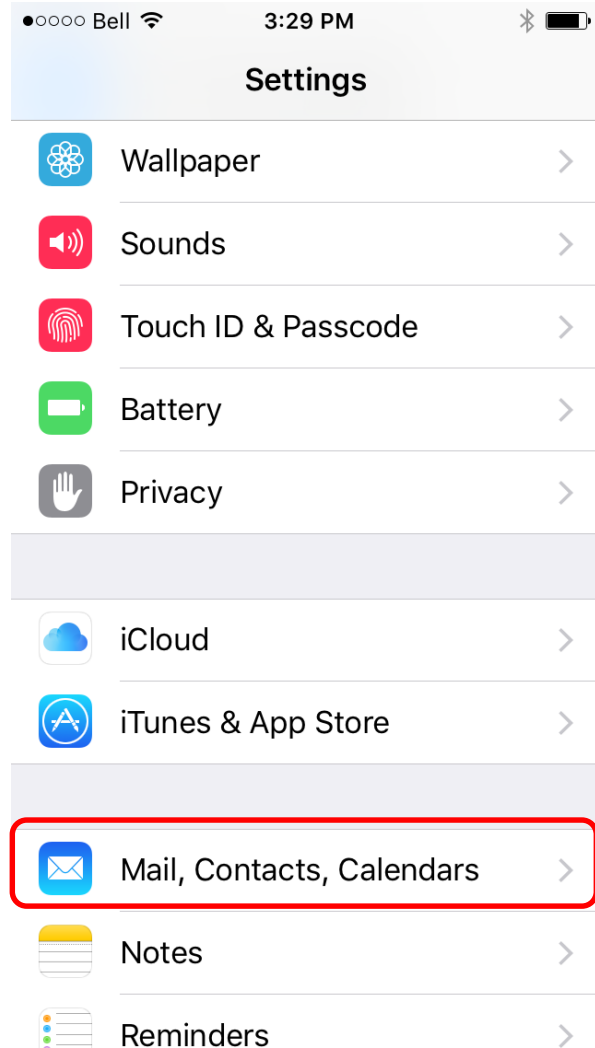
Working Together for Students

To change your AVRSB password on your iOS "Mail" app please perform the following steps:

1. Tap on the "Settings" app.



2. Tap on "Mail, Contacts, Calendars".



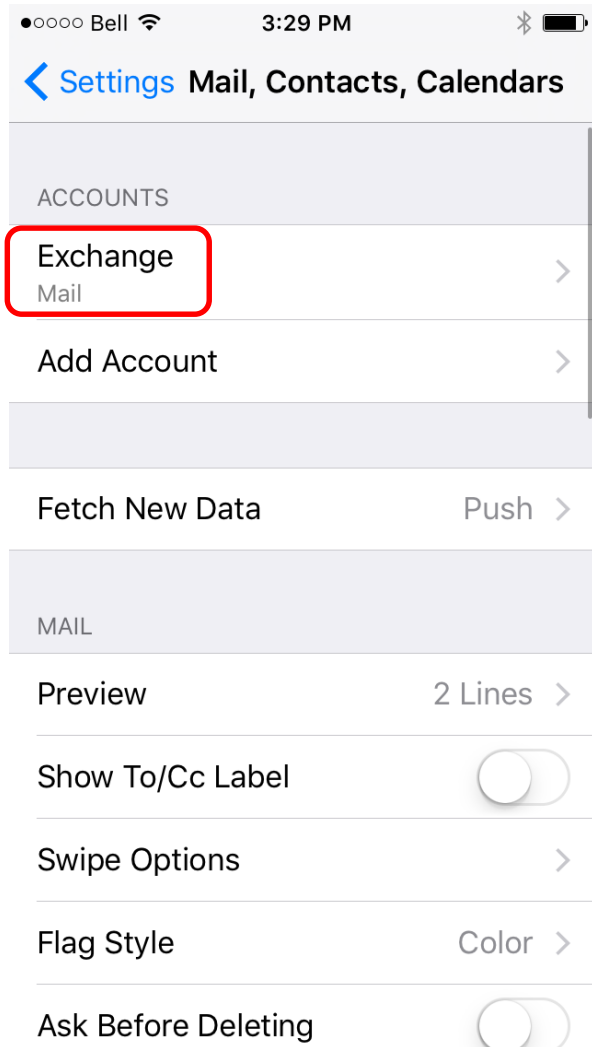
**INFORMATION
TECHNOLOGY
DIVISION**

121 Orchard Street
PO Box 340
Berwick NS
Canada B0P 1E0
www.avrsb.ca

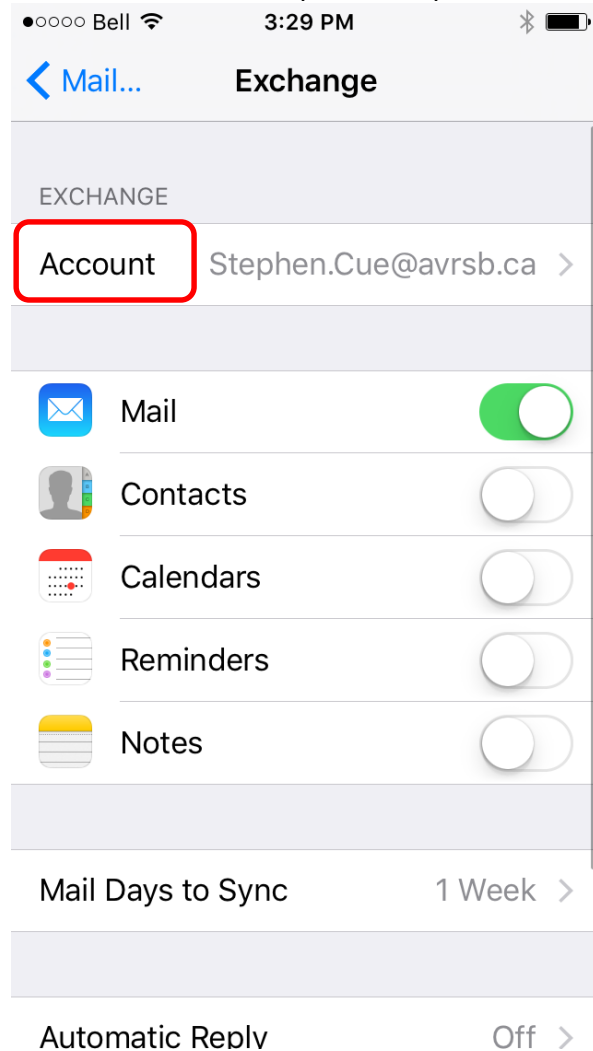
Toll Free 1.800.850.3887
Phone 902.538.4644
Fax 902.538.4630
Email matthew.henshaw@avrsb.ca



3. Tap on the e-mail to update the password .In this case it is the **Exchange** account.



4. Tap on the **Account** again that you would like to update the password.





5. Delete the password field and enter in the updated password. Tap Done to complete the process.

Cancel Account Done

Email Stephen.Cue@avrsb.ca

Server webmail.avrsb.ca

Domain avrsb

Username scue

Password ●●●●●●●●●●

Description Exchange

Advanced Settings >

6. Your iOS Mail app will now be using the updated password.

Cancel Exchange Done

Email Stephen.Cue@avrsb.ca ✓

Server webmail.avrsb.ca ✓

Domain avrsb ✓

Username scue ✓

Password ●●●●●●●●●● ✓

Description Exchange ✓

Advanced Settings >