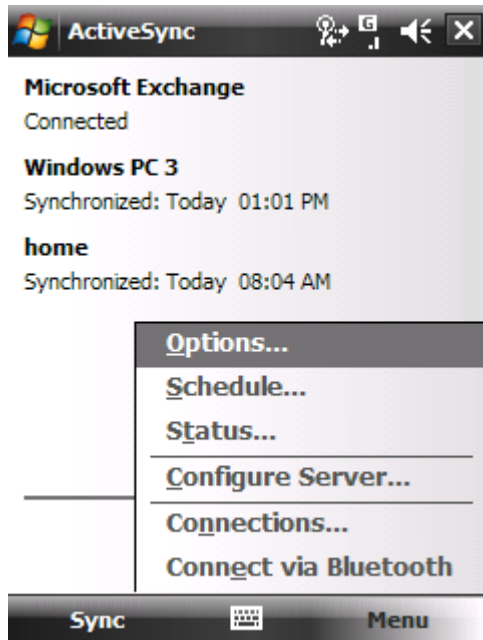


## Setting up Direct Push from the Windows Mobile 6 Device

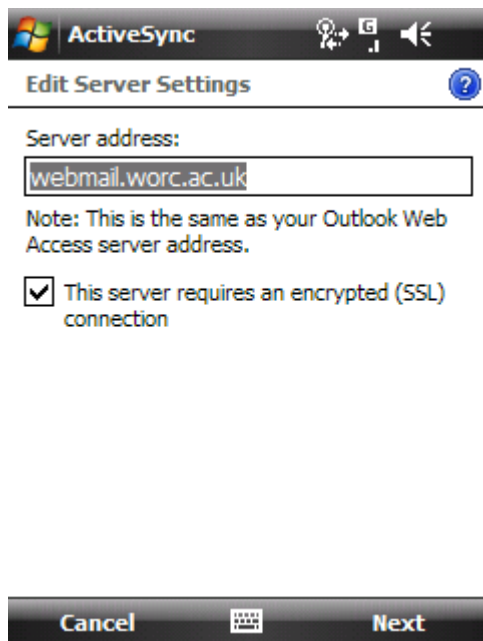
Make sure the device is not connected to a pc and start Activesync on your device. In Activesync select **menu** and then select **Configure Server**.



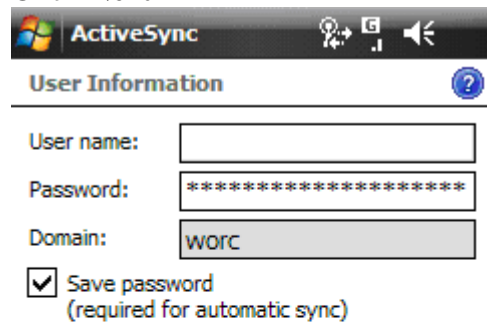
In the server address text box type:  
webmail.worc.ac.uk

**Make sure the SSL encryption box is ticked.**

Then select **Next**



Enter your University Staff username and Password.  
Select save password if you wish it to save your password.  
Click **Next**



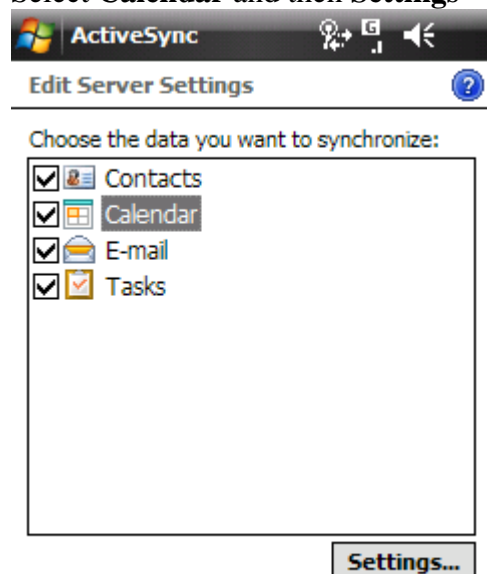
The screenshot shows the 'ActiveSync' application window with the title 'User Information'. It features a Windows logo on the left and navigation icons on the right. The form contains the following fields and options:

- User name:** An empty text input field.
- Password:** A text input field filled with asterisks (\*\*\*\*\*).
- Domain:** A text input field containing the text 'WORC'.
- Save password**  
(required for automatic sync)







A dark navigation bar with three buttons: 'Back', a keyboard icon, and 'Next'.

Select **Calendar** and then **Settings**



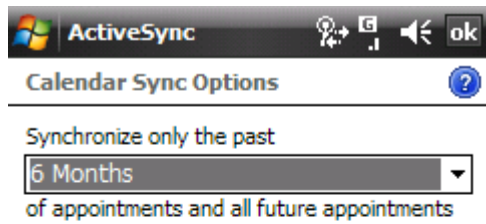
The screenshot shows the 'ActiveSync' application window with the title 'Edit Server Settings'. It features a Windows logo on the left and navigation icons on the right. The form contains the following elements:

- Choose the data you want to synchronize:** A list of four items, each with a checked checkbox and an icon:
  -  Contacts
  -  Calendar
  -  E-mail
  -  Tasks
- Settings...** button



A dark navigation bar with three buttons: 'Finish', a keyboard icon, and 'Menu'.

Select how much of your Outlook calendar you wish to synchronise.  
Select OK

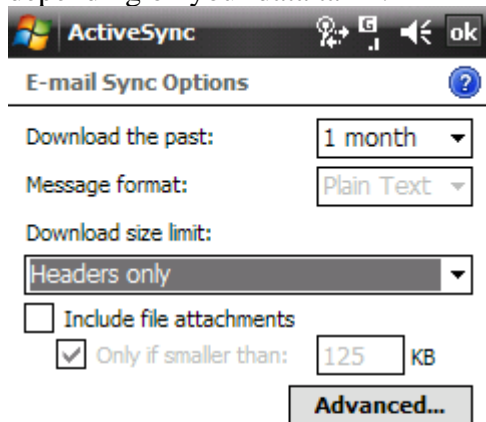


Select **E-mail** and then **Settings**

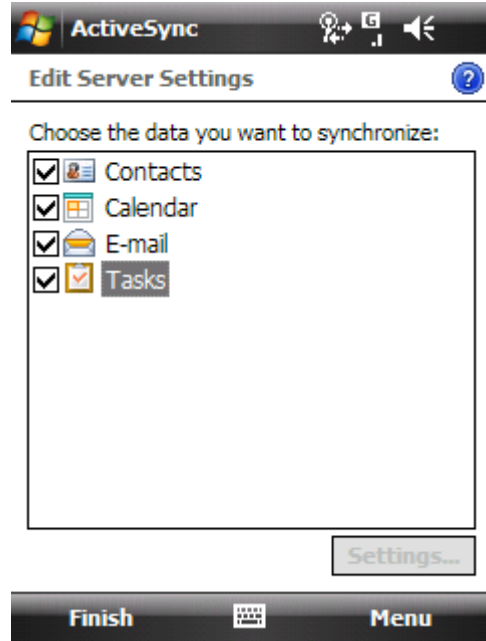
Select far back to synchronise received email.

Select you message size limit and whether to automatically download attachments.

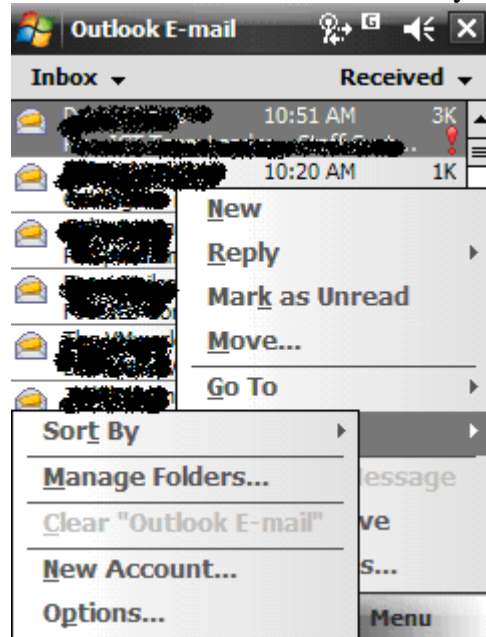
Downloading all email sizes and attachments may incur higher data charges depending on your data tariff.



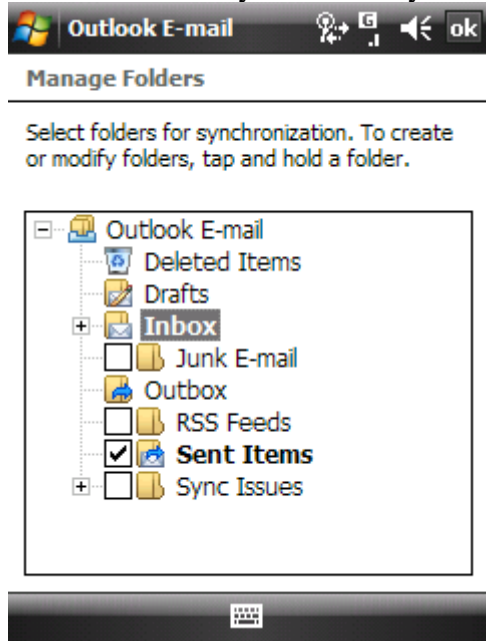
## Select **Finish**



To select additional folders to synchronise.  
Select **Menu** then **Tools** and finally **Manage Folders**.



Select the folders you wish to synchronise by ticking the boxes next to them.



Click OK, on the next synchronisation the folders will be downloaded.