

[Accessing your GroupWise email on your iPhone or iTouch](#)

To access your email on your iTouch or iPhone, you have two options. The first option is free and provides you access to your email messages and the second option requires a one-time charge of \$10.00 to purchase two iPhone applications that allow you access to your messages and calendar in the same format you view when you log in to *GroupWise* from your computer.

Option 1: Messages only

The first option is completely free and will sync your mail messages to your iPhone, but will not provide access to your calendar.

Step 1: Choose the **Settings** menu on the main screen of your iPhone.

Step 2: Scroll down and choose **Mail, Contacts, Calendars** from the menu.

Step 3: Choose **Add Account** from the *Accounts* menu and choose **Other** from the list.

Step 4: Choose **Add Mail Account** from the *Mail* menu and enter your **name, full GroupWise email address, and GroupWise password** in the appropriate fields. The *Description* field will autofill with "Eanesisd."

Step 5: Choose **Next** from the top of the screen and choose **IMAP**. Enter the following information in the fields:

Incoming Mail Server
Host Name: **gw.eanesisd.net**
User Name: (**your Novell user name**, ex: "jsmith")

Outgoing Mail Server
Host Name: **gw.eanesisd.net**

Step 6: Choose **Next** and your iPhone will take a few moments to verify the settings.

* If your iPhone displays an error message telling you it cannot connect to the SSL, save the email account information and exit to the main screen. Choose **Settings**, then **Main, Contacts, Calendars**, then the **Eanesisd** account you just created, and then **Account Info**.

Step 1: In the *Account Info* screen, scroll down and choose **Advanced**.

Step 2: Under *Incoming Settings*, slide the bar next to *Use SSL* over to turn it **ON**.

Step 3: Scroll down and choose **Server Port**, then enter the new server port number "**993**" in the field and choose the **Account Info** arrow at the top of the screen to save.

Step 4: Back on the *Account Info* screen, choose **Done** from the top of the screen. Your iPhone will now verify the new data.

Step 5: Exit to the main screen and choose the **Mail** button. Your email messages should now load.

*Please note that for this option to sync your messages, your mailbox needs to be listed under your name in your GroupWise menu. Please ensure that your mailbox is not in any subfolder to access it properly.

Option 2: Messages and Calendar with GroupWise interface

The second option is to purchase applications from Apple that will sync your GroupWise mail messages and calendar to your iPhone or iTouch. Unlike the first option, these apps will display your messages and calendar in the same format you see when logging into GroupWise from your PC.

The one-time cost to download the message program is \$5.99 and the one-time cost to purchase the calendar program is \$3.99. You need to be sure you are connected to the wireless network properly (***LINK to Internet document here***) before completing the following steps:

Application steps for messages:

Step 1: Choose **App Store** from the main iPhone menu.

Step 2: Choose **Search** from the menu at the bottom of the screen.

Step 3: Enter **GW Mail** in the search box. Choose **GW Mail** from the list and then choose **GW Mail** again from the list of choices. The information about this program from *Ghost Pattern Software* will now be displayed.

Step 4: Click on the blue **\$5.99** box and the **Buy Now** button will appear. Click on **Buy Now** and you may be prompted to enter your iTunes account username and/or password in order to be charged.

Step 5: When application completes downloading, click on the **GWMail Icon**.

Step 6: On the *Settings* screen, enter the following information in the designated fields:

URL to *GroupWise WebAccess*: <https://gw.eanesisd.net/gw/webacc>

Username: your *GroupWise* username (ex: jsmith)

Password: your *GroupWise* password

Step 7: Select **Save** from the upper left-hand corner of the screen. Your mailbox will now be displayed.

*****NOTE***** If your *GroupWise* password changes, you will need to update the password in the settings for this application as well. To do this, select the information icon (an 'i' within a circle) from the upper right-hand corner of screen. The *GW Mail* screen will appear. Select **Settings** from the menu and enter your new password within the settings page.

Application steps for calendar:

Step 1: Choose **App Store** from the main iPhone menu.

Step 2: Choose **Search** from the menu at the bottom of the screen.

Step 3: Enter **GW** in the search box. Choose **GW Calendar** from the list and then choose **GW Calendar** again from the list of choices. The information about this program from *Ghost Pattern Software* will now be displayed.

Step 4: Click on the blue **\$3.99** box and the **Buy Now** button will appear. Click on **Buy Now** and you may be prompted to enter your iTunes account username and/or password in order to be charged.

Step 5: When application completes downloading, click on the *GW Calendar Icon*.

Step 6: On the *Settings* screen, enter the following information in the designated fields:

URL to *GroupWise WebAccess*: <https://gw.eanesisd.net/gw/webacc>
Username: your *GroupWise* username (ex: jsmith)
Password: your *GroupWise* password

Step 7: Select **Save** from the upper left-hand corner of the screen. Your calendar will now be displayed.