1. Go to Mail > Accounts.

2. Select Exchange to set up the account.

3. Enter your Baylor Enterprise Computing Account (ECA) in the Email Address field in the following format: username@bcm.edu, and enter your Baylor password in the Password field. Click Continue.
4. Mac Mail will automatically determine the correct server settings, included in an **Account Summary**. Click Continue.

5. Select the additional apps desired, and click **Done**.