Setup UTORExchange Email/Calendar Account

If you would like to add your UTORExchange (@utoronto.ca) Email and Calendar account to your Mac system, please follow the instructions below.

1) Open System Preferences and click on Internet Accounts
2) To add your UTORExchange account click on “Exchange”
3) Fill in your Name, UTOR email address and your UTORID password in the fields shown.
4) Type “UTORExchange” in the “Description” field along with your UTORID for the “User Name”. The required password is your UTORID password. The “Server Address” should be ews2010.utoronto.ca
Click “Continue” to complete the process.
5) You'll see an Account Summary popup that all information was correct
6) You can now choose which UTORExchange services you would like to add. You can select all the boxes if not certain and click “Done”