



How to remove Email Accounts from an iPhone

ABSTRACT

This guide shows users how to remove an email account from iPhone. All Information and wording within this document conform to Plagiarism Policy

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How to Remove Email Accounts from iPhone

When it comes to installing Intune company portal onto an iPhone, one of the most important things is to make sure your old exchange email account is removed, this can be done before or after the installation of Intune company portal.

Step 1: Phone screen

1. On your phone screen click the settings icon.

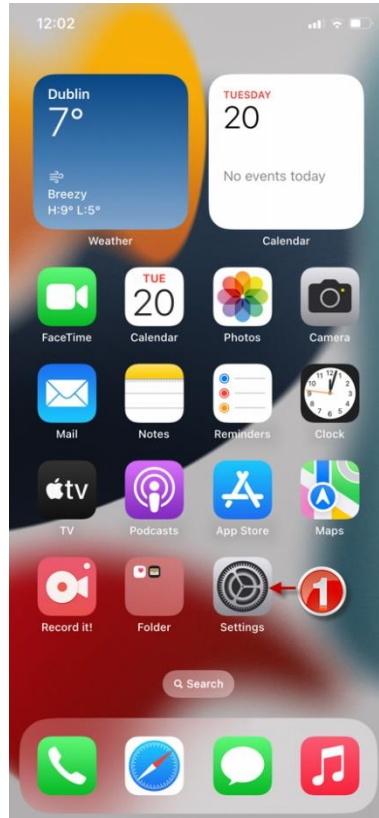


Figure 1: iPhone Screen



2. Scroll down, can click on the Mail icon.



Figure 2: Mail Icon



Step 2: Removing Email Account

3. Click on accounts.

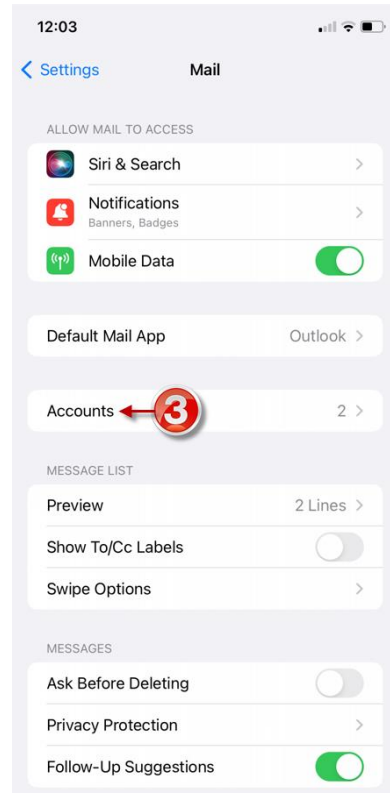


Figure 3: Accounts Icon



Please Note: The test iPhone does not have exchange install, for this example Gmail account will be removed.

4. Click on Exchange (Gmail in this example).



Figure 4: Email Icon



5. Click Delete

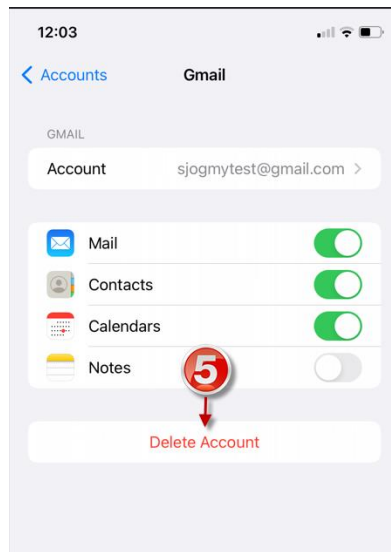


Figure 5: Delete Account

6. Click Delete from My iPhone.

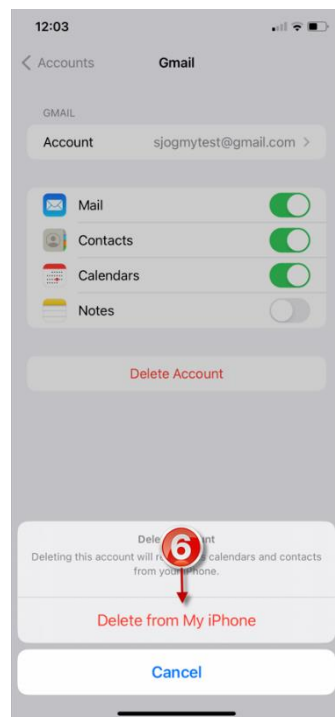


Figure 6: Delete from iPhone.



Please Note: Once you delete Exchange from your iPhone you can proceed to either install Intune Company Portal. If you have already done so return to Intune app and install MS Outlook. Once complete your calendar and contact from Outlook will be sync with your phone.



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