



Universiteit Leiden

# Manual

## Configuring Exchange Mail



## RPC over http

The RPC over HTTP (Remote Procedure Call over HTTP) protocol allows you to connect to your faculty e-mail/calendar with your own e-mail application which supports this protocol (for instance Outlook).

You can use the screenshots of Outlook 2003 UK below to copy the relevant settings. The manual also describes the options which are not set correctly as a standard.

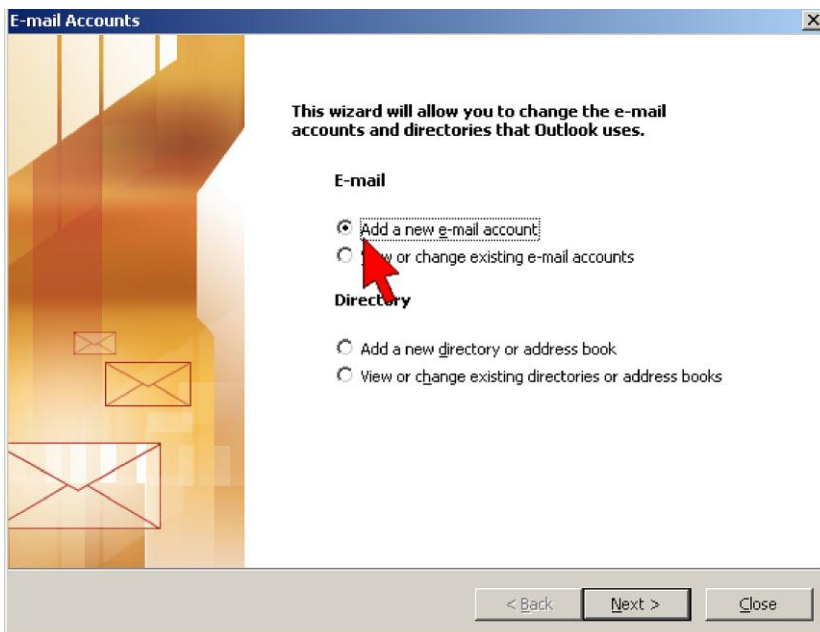
You can of course also access your e-mail/calendar via the website <https://webmail.campus.leidenuniv.nl>

## Configuring Outlook 2003

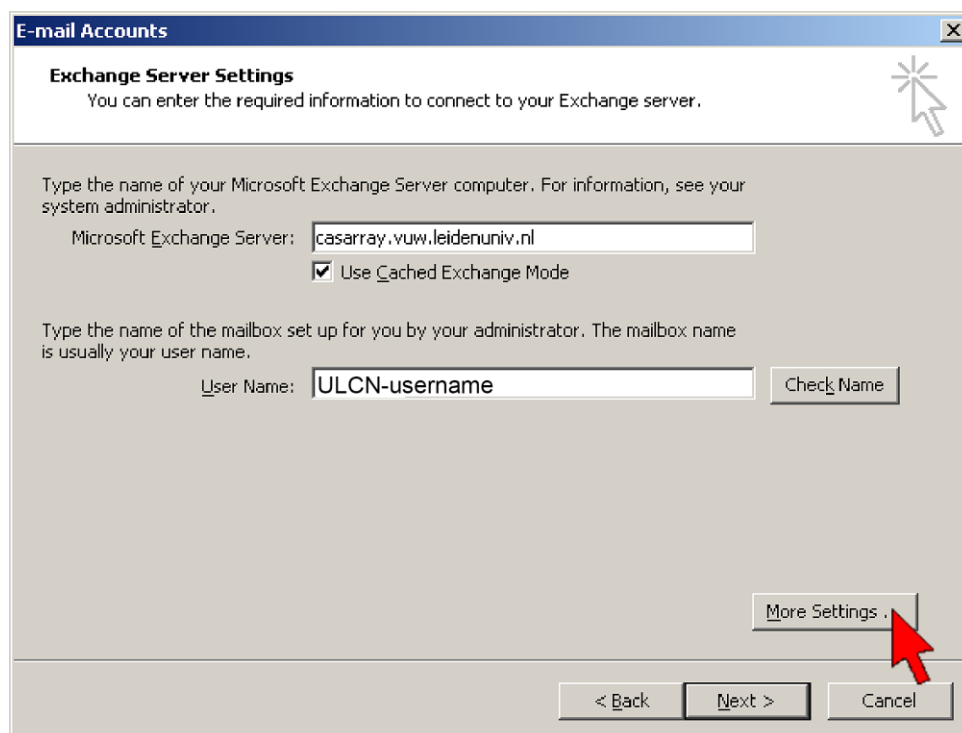
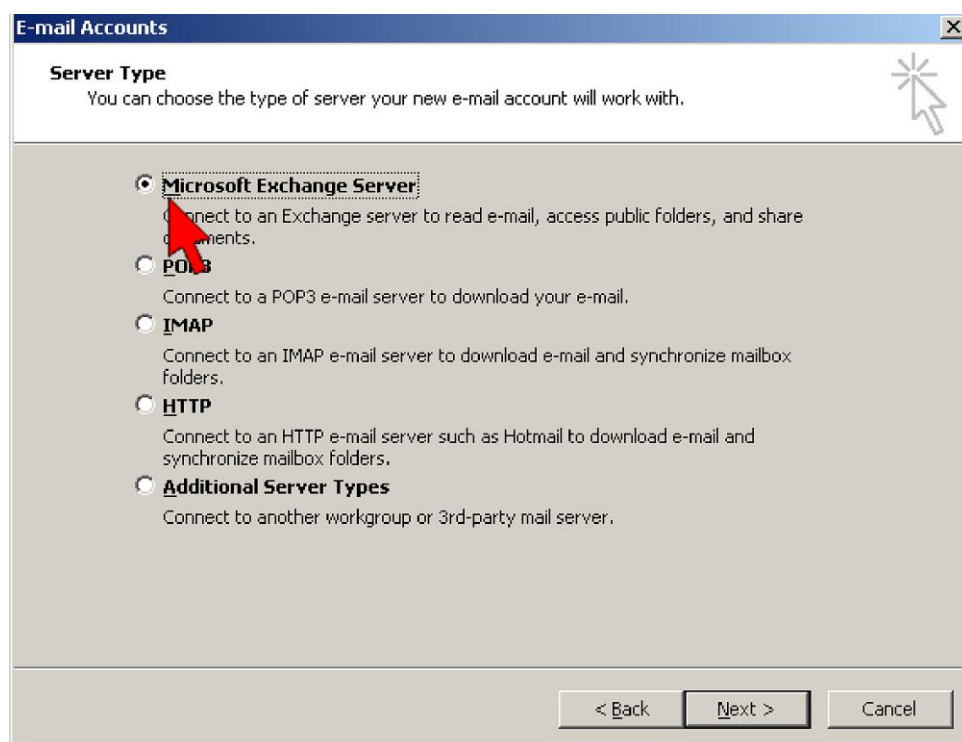
Go via the Windows “Start” button to “Settings”->”Control Panel”->”Mail”  
You will now see the screen below. Select “E-mail Accounts”



Select “Add new e-mail account” and press Next.



Select “Microsoft Exchange Server” and press Next.

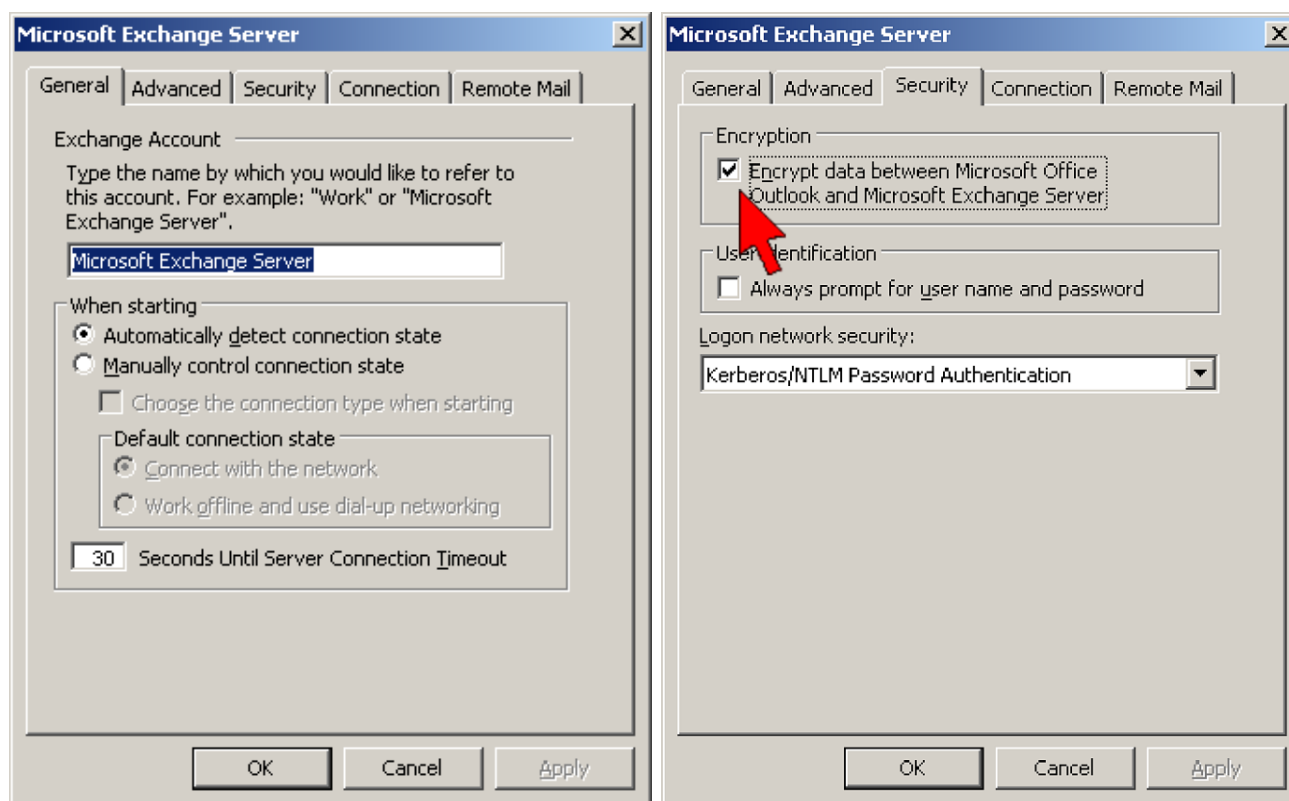


Enter the details below as shown in the screen above and then select “More Settings”.

Microsoft Exchange Server: **casarray.vuw.leidenuniv.nl**

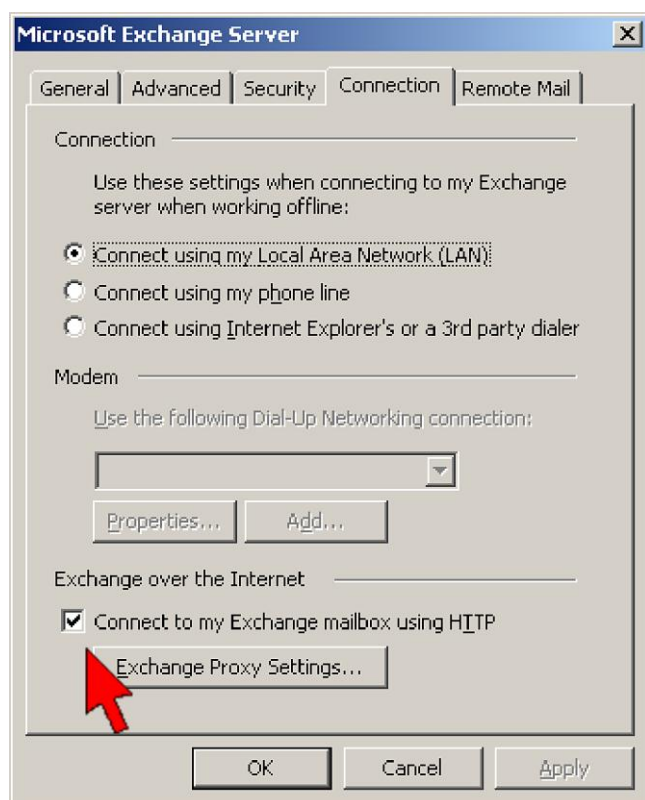
User Name: **your ULCN username**

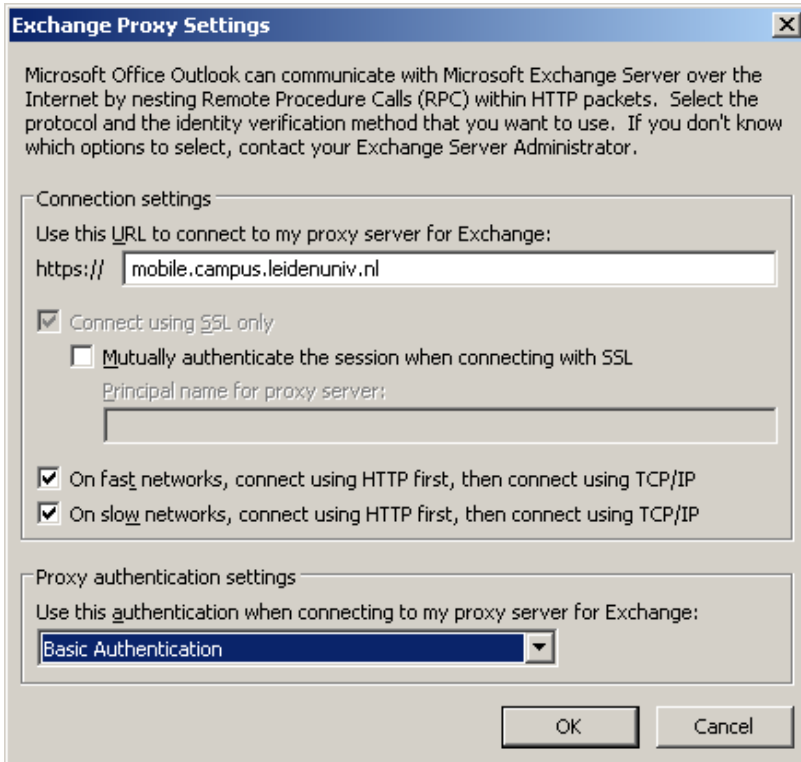
You will now see the left-hand screen below. Select the “Security” tab.



Select the “Encrypt data between Microsoft Office Outlook...” option (*right-hand screenshot*)

Go to the “Connection” tab and select the “Connect to my Exchange mailbox using HTTP” option and then “Exchange Proxy Settings”.





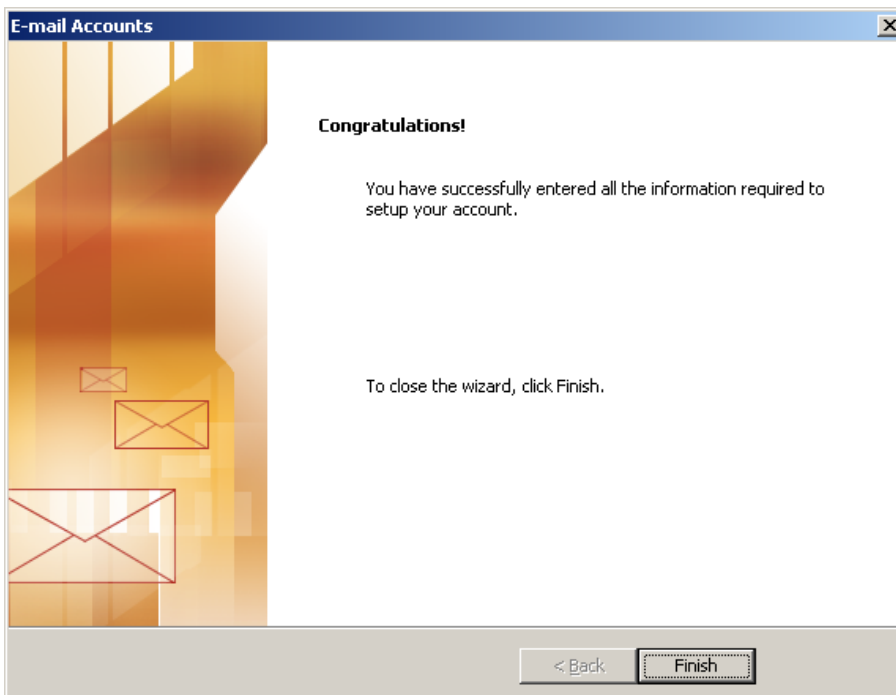
<https://mobile.campus.leidenuniv.nl>

**On fast networks...**

**On slow networks...**

Proxy authentication settings: **Basic Authentication**

Copy the details above and then press OK and then again OK, once more OK and then "Next" -> "Finish".



When you start Outlook now, you will be asked for your log-in information. Enter it as shown below.

User name: **VUW\ULCN username**

Password: **ULCN password**

