



# MCS Exchange

## Setting up RPC over HTTPS (Outlook 2007)

**Document Description:** How to setup RPC over HTTPS for Outlook 2007

**For use by:** All staff on the MCS Exchange Email Server using Outlook 2007

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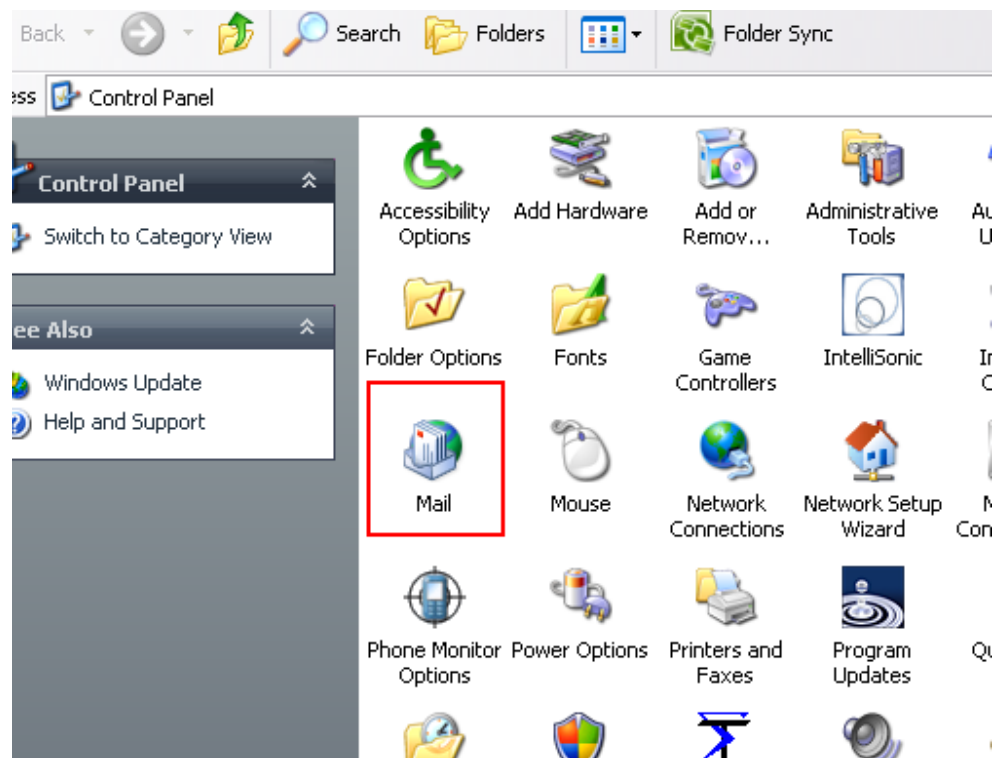
## 1. Background

These instructions are only relevant to PCs operating Outlook 2007.

## 2. Instructions

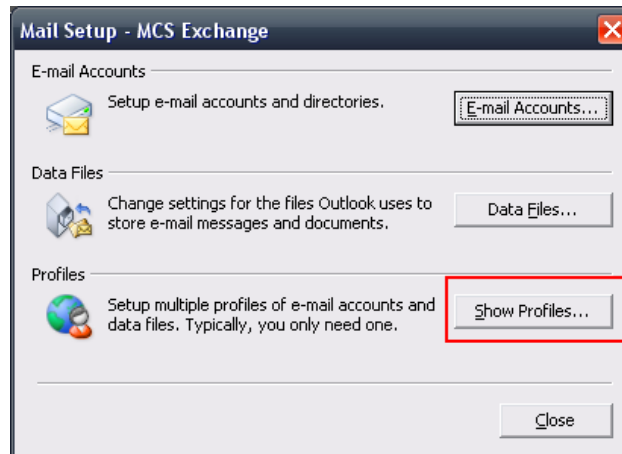
2.1. From the start menu, select **Control Panel**, and then **Mail**.

*Note:* You may need to switch to *Classic View* from the *Category View* to easily identify the **Mail** icon. Otherwise, it may be located under the *User Accounts* category. The Mail Setup window will appear (see below).

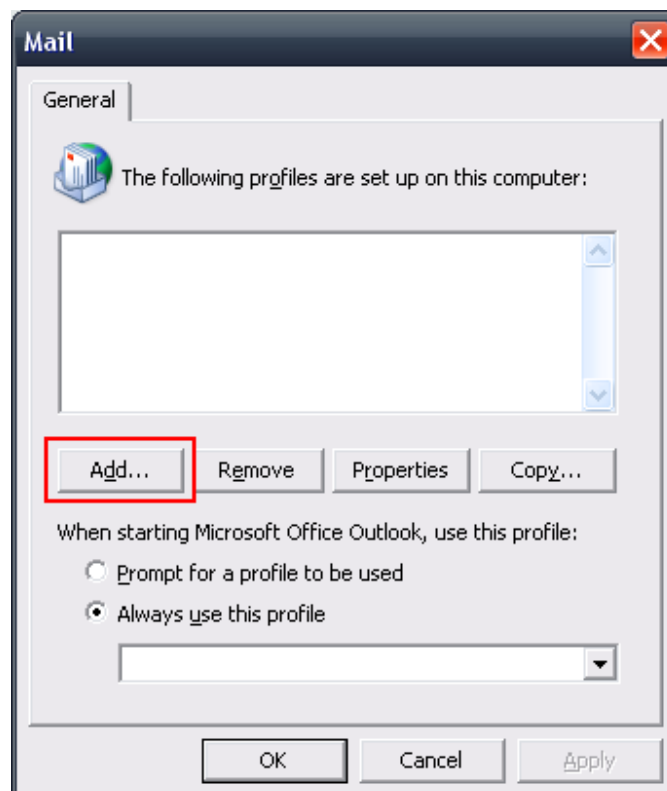




2.2. From the Mail Setup window, select **Show Profiles...**



2.3. From the Mail window, select **Add**. The *New Profile* window will appear.





2.4. On the *New Profile* window, under the **Profile Name**, enter **MCS Exchange**. Then Click **OK**.

**New Profile**

Create New Profile

OK

Cancel

Profile Name:

MCS Exchange

2.5. From the *Add E-Mail Account* page, tick the checkbox marked **Manually configure server settings or additional server types** and select **Next**.

**Add New E-mail Account**

**Auto Account Setup**

Clicking Next will contact your e-mail server and configure your Internet service provider or Microsoft Exchange server account settings.

**Your Name:** [Text Box]  
Example: Barbara Sankovic

**E-mail Address:** [Text Box]  
Example: barbara@contoso.com

**Password:** [Text Box]

**Retype Password:** [Text Box]  
Type the password your Internet service provider has given you.

Manually configure server settings or additional server types

< Back    Next >    Cancel



2.6. Select **Microsoft Exchange** from the list and select **Next**.

**Add New E-mail Account** [Close]

**Choose E-mail Service** [Help]

**Internet E-mail**  
Connect to your POP, IMAP, or HTTP server to send and receive e-mail messages.

**Microsoft Exchange**  
Connect to Microsoft Exchange for access to your e-mail, calendar, contacts, faxes and voice mail.

**Other**  
Connect to a server type shown below.  
Outlook Mobile Service (Text Messaging)

< Back   Next >   Cancel



2.7. Fill in the details in the next screen

- **Microsoft Exchange Server:** mail.mcs.usyd.edu.au
- **Use Cached Mode:** Un-tick this Option
- **Username:** UniKey Username

**Add New E-mail Account**

**Microsoft Exchange Settings**  
You can enter the required information to connect to Microsoft Exchange.

Type the name of your Microsoft Exchange server. For information, see your system administrator.

Microsoft Exchange server:

Use Cached Exchange Mode

Type the name of the mailbox set up for you by your administrator. The mailbox name is usually your user name.

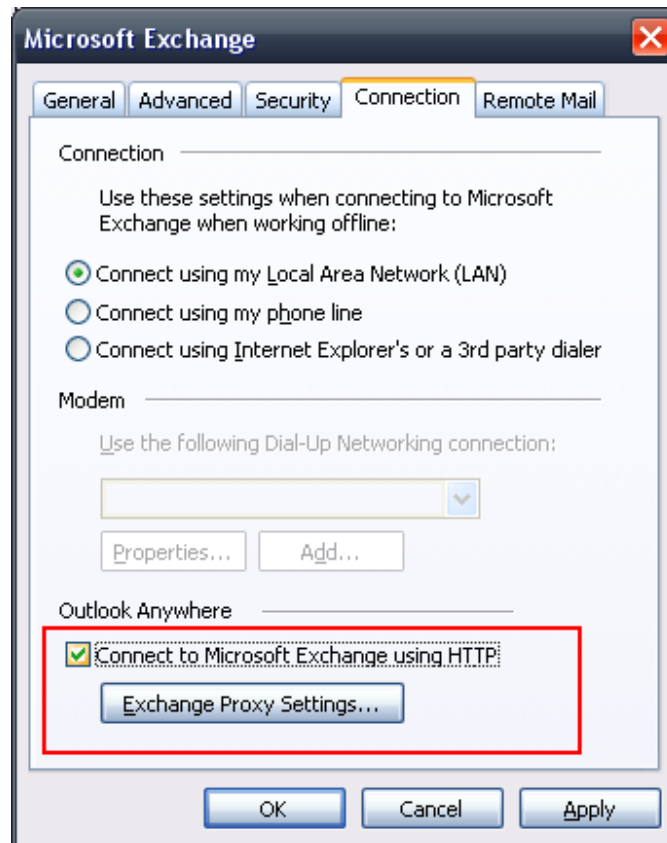
User Name:

2.8. Make sure that you un-tick the option for "Use Cached Exchange Mode".

2.9. **DO NOT** click next, but select **More Settings**. It may take a short interval before coming up.

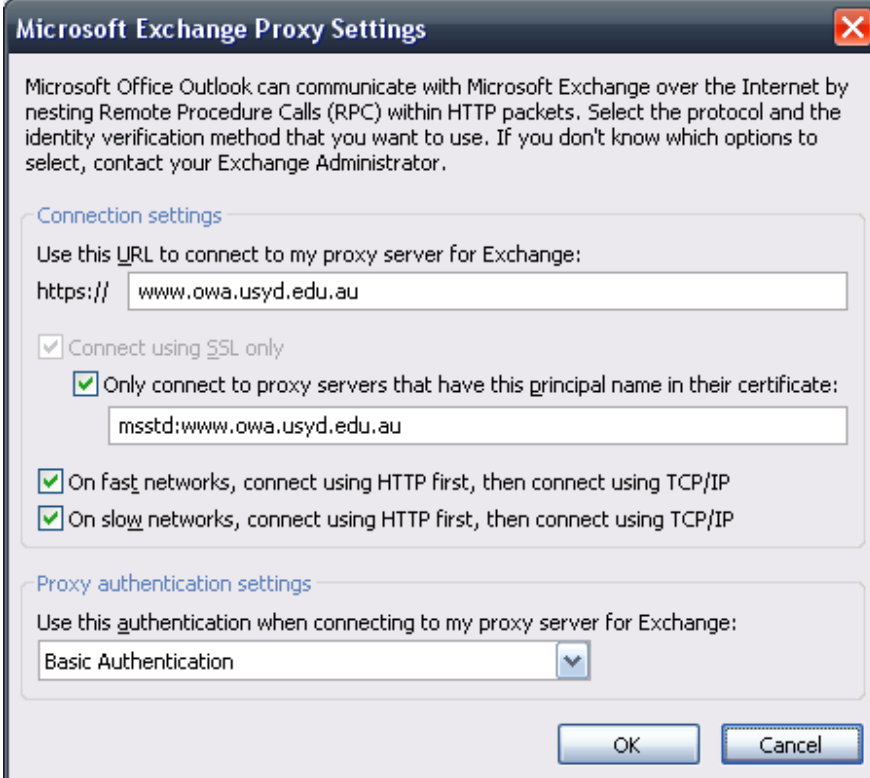


- 2.10. Click the **Connection** tab and go down to *Exchange over the Internet*. Tick the option **Connect to my Exchange mailbox using HTTP**. Then select the **Exchange Proxy Settings** Button.





2.11. Fill in the following details as shown below, and then select **OK**.



**Microsoft Exchange Proxy Settings**

Microsoft Office Outlook can communicate with Microsoft Exchange over the Internet by nesting Remote Procedure Calls (RPC) within HTTP packets. Select the protocol and the identity verification method that you want to use. If you don't know which options to select, contact your Exchange Administrator.

**Connection settings**

Use this URL to connect to my proxy server for Exchange:  
https://

Connect using SSL only

Only connect to proxy servers that have this principal name in their certificate:

On fast networks, connect using HTTP first, then connect using TCP/IP

On slow networks, connect using HTTP first, then connect using TCP/IP

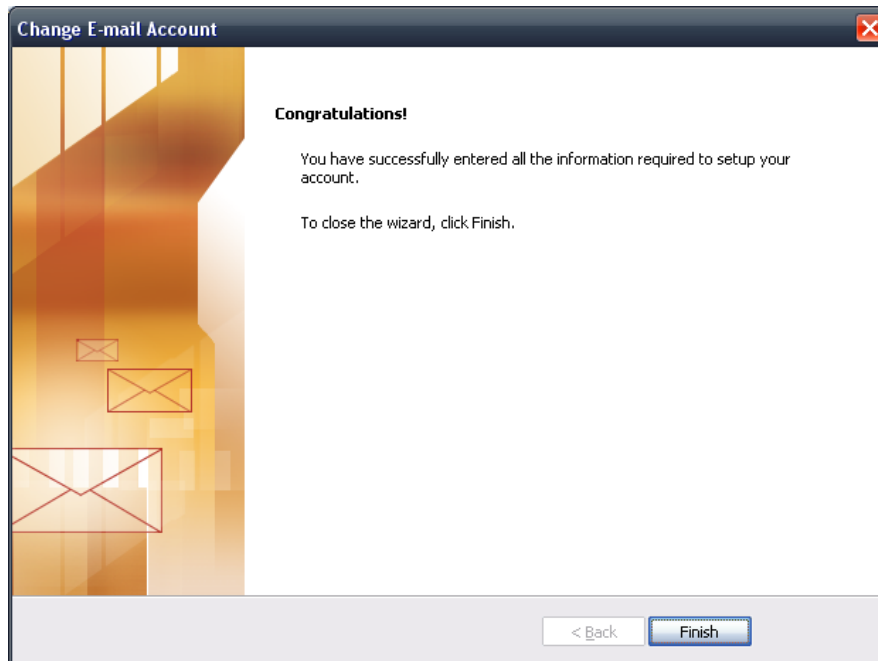
**Proxy authentication settings**

Use this authentication when connecting to my proxy server for Exchange:

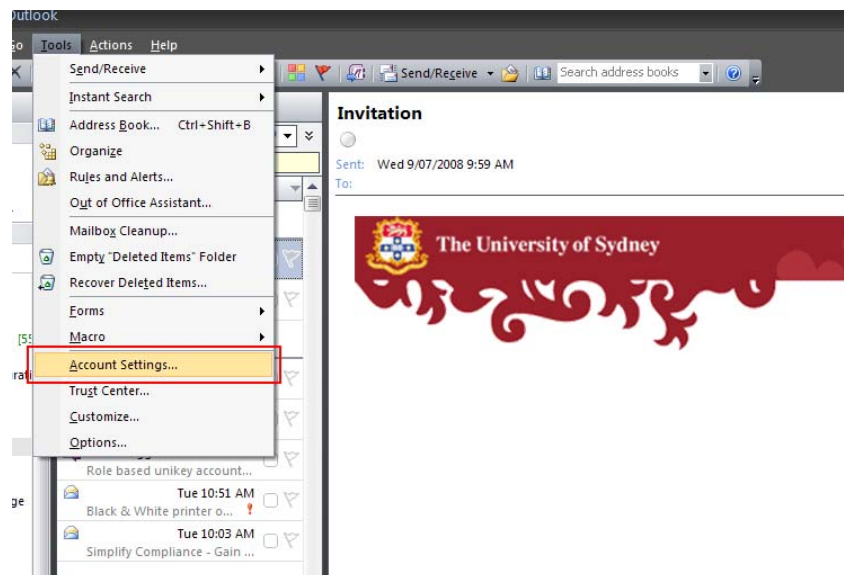
OK Cancel



2.12. Select **OK**, **OK**, **Next**, and then **Finish**.

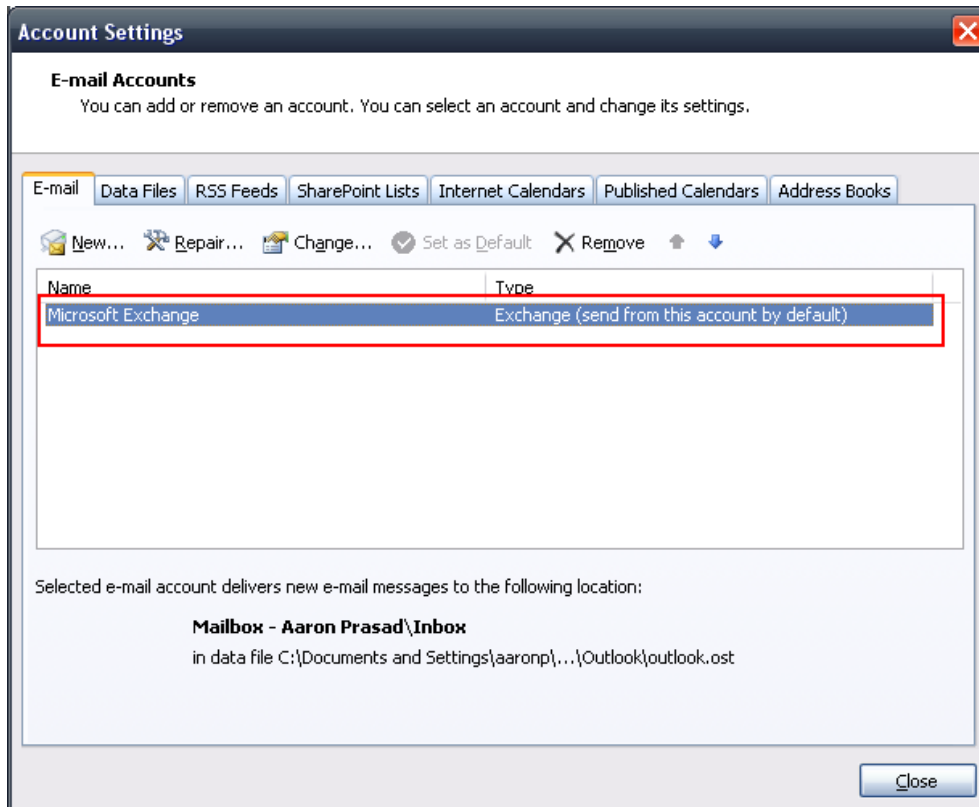


2.13. Now open Outlook, and wait for outlook to load the profile. Then select **Tools** and then **Account Settings...**





2.14. Double Click **Microsoft Exchange**





- 2.15. Tick the box *Use Cached Exchange Mode*

The screenshot shows a dialog box titled "Change E-mail Account" with a close button (X) in the top right corner. Below the title bar, the text "Microsoft Exchange Settings" is displayed, followed by the instruction "You can enter the required information to connect to Microsoft Exchange." Below this, there is a text field for the "Microsoft Exchange server" containing the text "MAIL1.mcs.usyd.edu.au". A checkbox labeled "Use Cached Exchange Mode" is checked and highlighted with a red rectangular box. Below the server field, there is a text field for "User Name" and a "Check Name" button. At the bottom right of the dialog, there is a "More Settings ..." button. At the very bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

- 2.16. Select **Next**, and then **Finish**. You will be required to restart Outlook. It may take some time for outlook open up as it is making a local (cached) copy of all your email.