

How to Setup an Exchange Email Account on iPhone

USER REFERENCE GUIDE

How To Setup Exchange Email on Android Devices

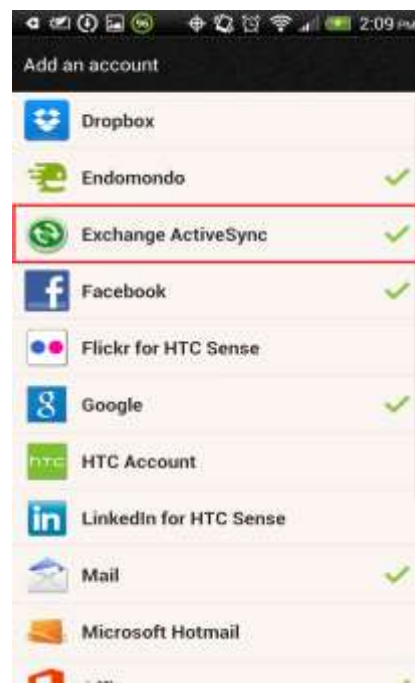
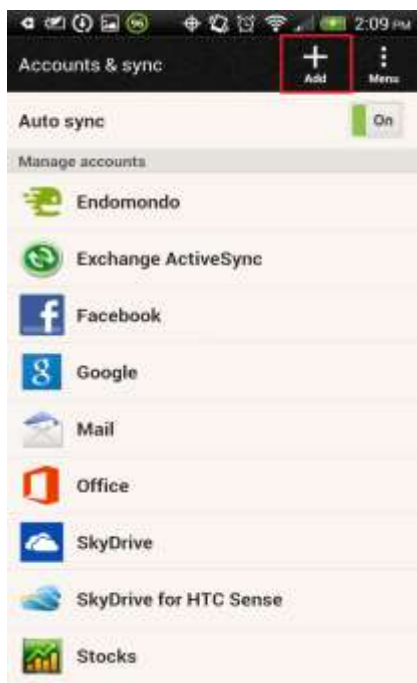
Exchange setup for Mobile Android Devices

Adding an Exchange account on an Android Phone or Tablet

1. Tap the **Settings** Icon, and then select **Accounts and Sync**.



2. Select the **Add** icon, and then go to the **Exchange ActiveSync** menu.



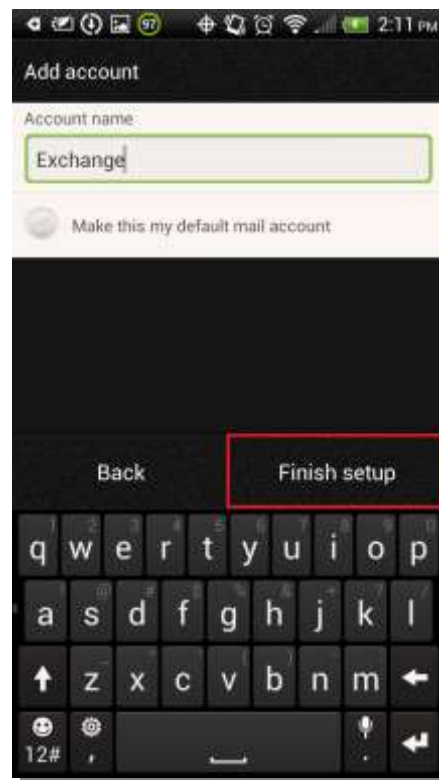
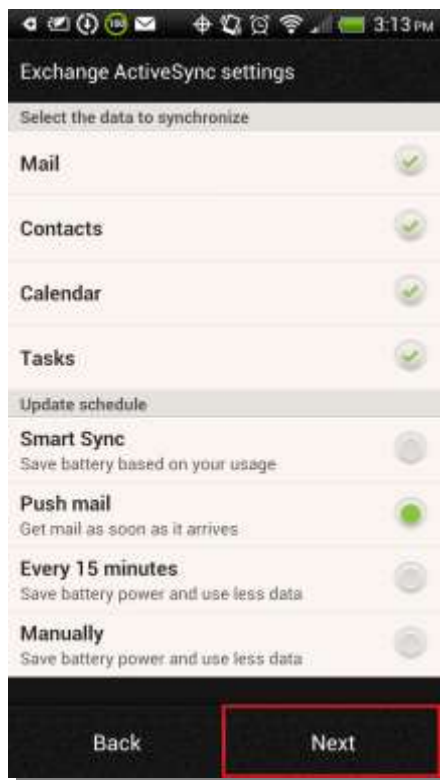
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3. Enter your email address and password, and select **Manual Setup**
4. On the next page, enter the rest of the necessary information and then tap **Next**:
 - **Email address:** Enter your email address (for example, **test@evolveip.net**).
 - **Server address:** Enter **your server address**
 - **Domain:** Leave this field blank.
 - **Username:** Enter your email address again.
Some devices might have the settings as domain\username. On those devices, the field should have a backslash (\) before your email address (for example, **\test@emailcompany.org**).
 - **Password:** Enter your password.
 - Select **This server requires an encrypted SSL connection**.



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5. If you are prompted to enable remote security administration, tap **Ok** or **Allow**. This allows you to remotely perform a factory reset (delete all data) on the device from Outlook Web App if the phone is lost or stolen and there is sensitive company information on the device.
6. Select the services that you want to synchronize with the Exchange server and when to synchronize, then tap **Next**.
7. Enter a descriptive name for your account and then tap **Finish setup**.



Your Android device and Microsoft Exchange account are now synchronized.