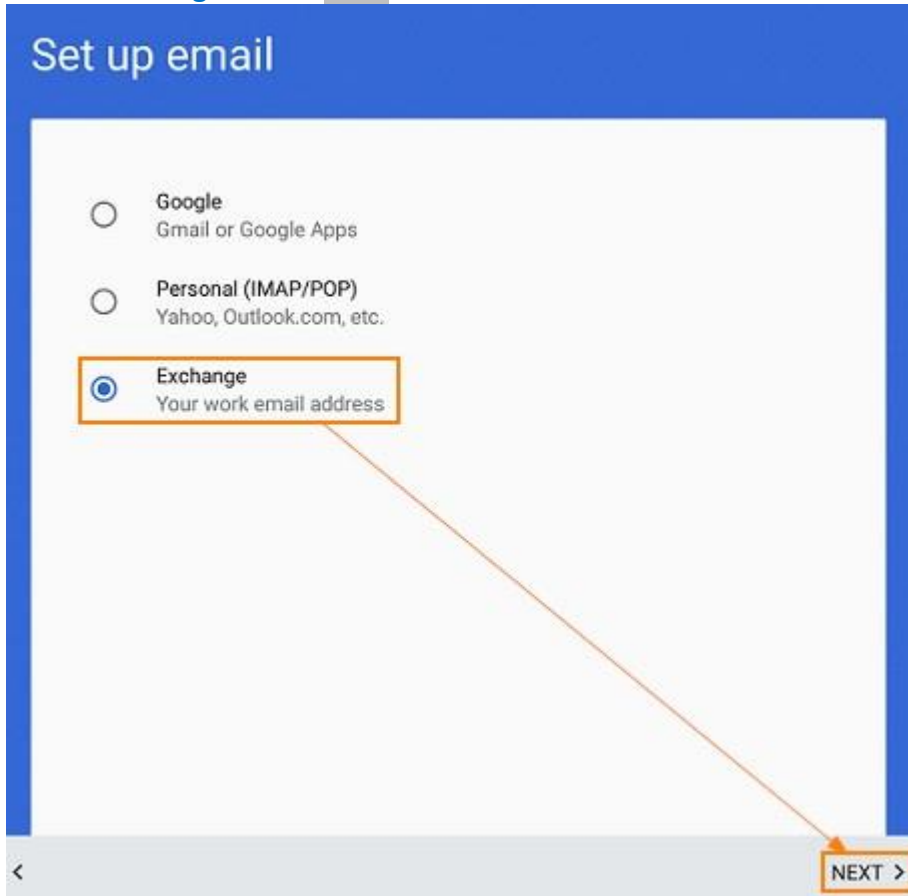


How to Add Email Account(s) to Android Phones

Gmail app set up

Note: Most Android devices have a default Gmail app installed. To connect the default Gmail app, use the following settings:

1. Select **Exchange** > click **Next**.



2. Type in your primary email address and your password.

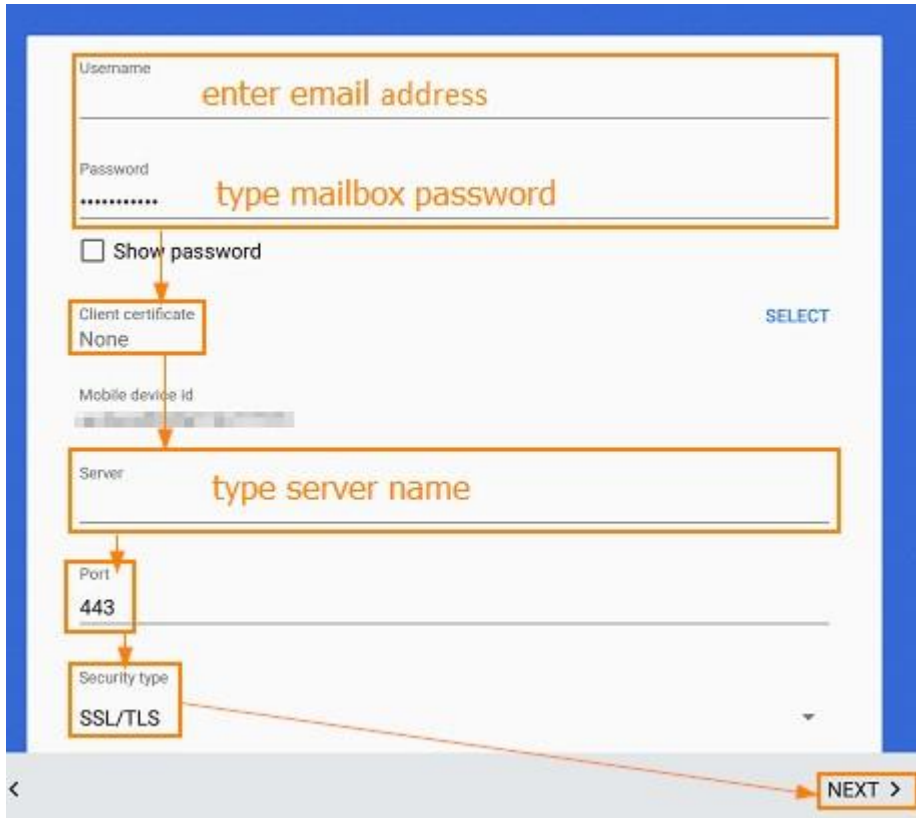
Note: If you have an **Autodiscover record** compatible with Exchange server set up, tap **Next**, and your email account will set up automatically.

If the settings are populated incorrectly or you do not have that record, tap **Manual setup**.

How to Add Email Account(s) to Android Phones

3. Type in the settings. You can find all the settings here:
 - **Username:** Type in your primary email address.
 - **Password:** Mailbox password.
 - **Client certificate:** None.
 - **Server Name:** Type in the correct Server Name.
 - **Port:** 443
 - **Use Secure connection:** SSL/TLS

Click **Next**.



The screenshot shows an Android email account configuration screen. The fields are as follows:

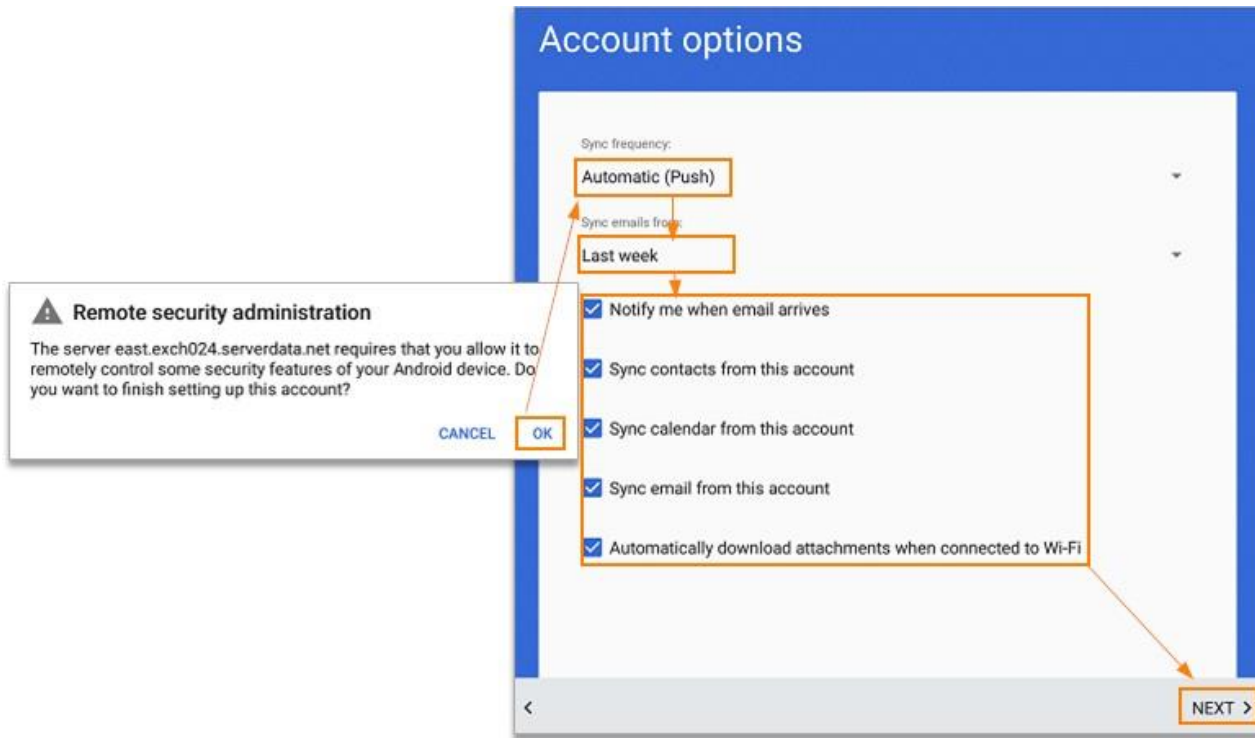
- Username:** A text input field with the placeholder text "enter email address".
- Password:** A text input field with masked characters (dots) and the placeholder text "type mailbox password".
- Show password:** An unchecked checkbox.
- Client certificate:** A dropdown menu currently set to "None" with a "SELECT" button to its right.
- Mobile device id:** A text input field with a greyed-out placeholder.
- Server:** A text input field with the placeholder text "type server name".
- Port:** A text input field containing the number "443".
- Security type:** A dropdown menu currently set to "SSL/TLS".

At the bottom right, there is a "NEXT >" button. Orange arrows point from the "Show password" checkbox, the "Client certificate" dropdown, the "Server" field, the "Port" field, and the "Security type" dropdown to the "NEXT >" button.

4. Accept the security prompt.

How to Add Email Account(s) to Android Phones

5. Change synchronization scope (YOUR COMPANY does not recommend to synchronize all the data for big mailboxes).



6. Set the account as default one if you want it to be your reply from the account.
7. Provide the description for the account (optional).
8. Finish the setup by tapping on **Next** button.
9. Finished!

On some Android devices there are only two fields for setting up an Exchange account: *Email address* and *Password*. Use the following settings to set up the account:

- **Email address**
- **Password**: your mailbox password
- Tap **Add Account**
- Enter the **Server address** in the new field that will appear and change the Email address field to your primary email address. Tap **Next** to finish the setup.

Note: if the 'Cannot connect to the server' error comes up during configuration, try to switch from Wi-Fi to your mobile network or vice versa.

How to Add Email Account(s) to Android Phones

Native app set up

Below you will find the instructions to connect native app for some Android devices to Exchange server:

Samsung
HTC

Samsung

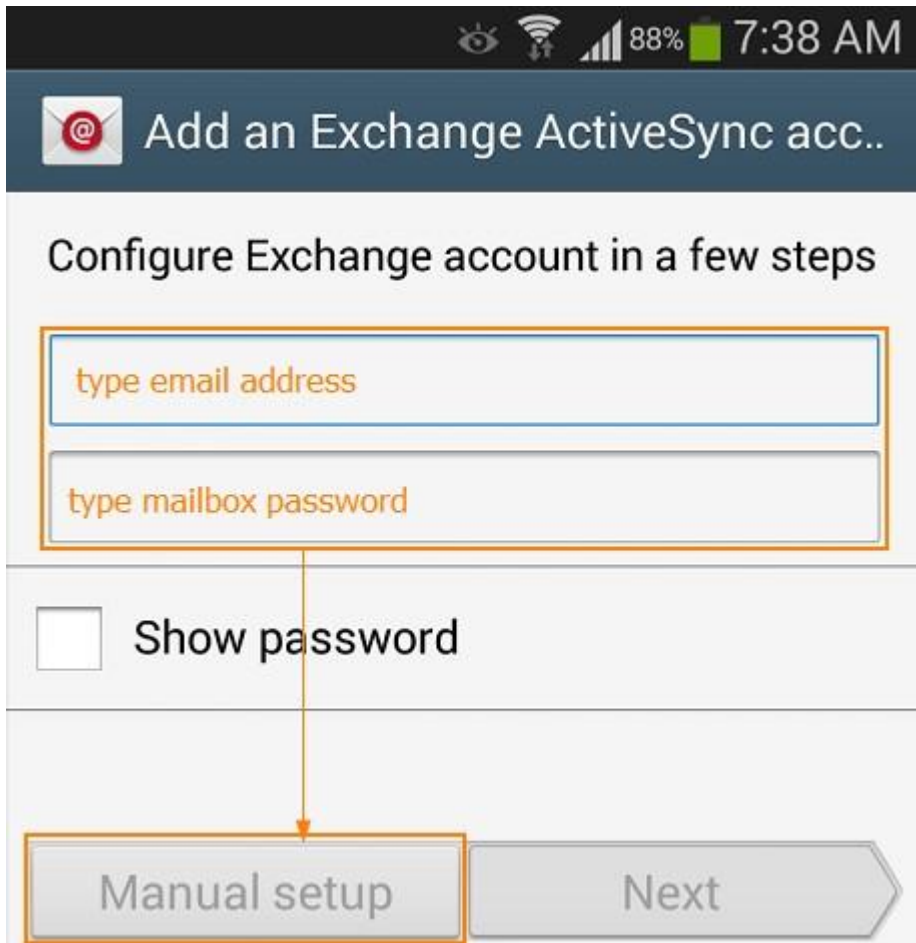
1. On the Home Screen of your device tap the **Menu** button and choose **Settings**.



2. Tap **Add Account**.
3. Choose **Microsoft Exchange ActiveSync**.
4. Type in your primary email address and your password.

Note: If you have an [Autodiscover record](#) compatible with Exchange server set up, tap **Next**, and your email account settings automatically. If the settings are populated incorrectly or you do not have that record, tap **Manual setup**, next page.

How to Add Email Account(s) to Android Phones



Click "Manual Setup."

How to Add Email Account(s) to Android Phones

5. Type in the following settings:
 - **Email address:** Type in your email address.
 - **Domain\Username:** Type in EXCH domain\Canonical user name.
Note: Please contact ImageQuest for this information
 - **Password:** Mailbox password.
 - **Exchange server:** Type in the correct Server Name.
 - **Use Secure connection (SSL):** Checked.
 - **Use client certificate:** Not checked.



6. Click **Next**.
7. Accept the security prompt.
8. Finished!

How to Add Email Account(s) to Android Phones

HTC

1. From the Home Screen select **Settings**.



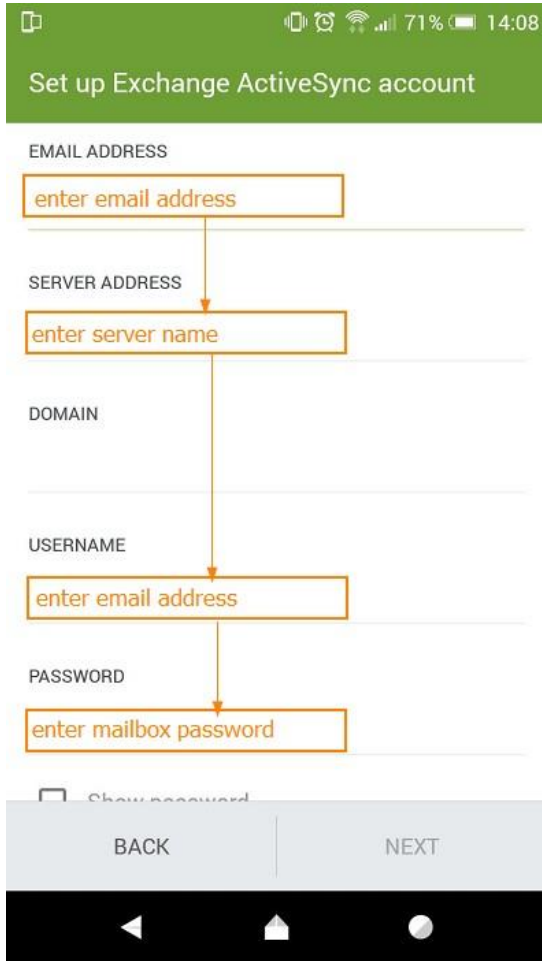
2. Choose **Accounts & sync** > select **Add Account** option.
3. Choose **Exchange ActiveSync** for HTC.
4. Type in your primary email address and your password.

Note: If you have an [Autodiscover record](#) compatible with Exchange server set up, tap **Next**, and your email account will set up automatically. If the settings are populated incorrectly or you do not have that record, tap **Manual setup** and follow the directions on the next page.

A screenshot of the 'Set up Exchange ActiveSync account' screen. The title is in a green bar at the top. Below it are two input fields: 'EMAIL ADDRESS' and 'PASSWORD'. The 'EMAIL ADDRESS' field contains the text 'enter email address' and is highlighted with an orange box. An arrow points from this box down to the 'PASSWORD' field, which contains the text 'enter mailbox password' and is also highlighted with an orange box. At the bottom, there are two buttons: 'Manual setup' (highlighted with an orange box) and 'Next'.

How to Add Email Account(s) to Android Phones

5. Type in the following settings:
 - **Domain:** leave the field blank
 - **Username:** type in your primary email address.
 - **Password:** mailbox password.
 - **Server Name:** type in the correct Server Name.
 - **Use Secure connection (SSL):** checked.



6. Click **Next**.
7. Accept the security prompt.
8. Finished!