Set up Exchange email - Android Device

1. From the home screen, tap Email.
   a. **Note:** If the shortcut is not available, tap Apps, then scroll to and tap Email.
2. Enter the Email address and Password.
3. Tap NEXT.
   a. The device will attempt to set up the account automatically.
4. If the settings are detected, tap the desired Sync settings and tap NEXT.
   a. Enter a name for the account and then tap DONE.
   b. The email account is now set up.
5. If the settings are not found, tap OK.
   a. Tap MANUAL SETUP.
   b. Tap MICROSOFT EXCHANGE ACTIVESYNC.
   c. Verify the following are correct:
      i. Email address
      ii. Domain (uasys.ua-net.ua.edu)\username
      iii. Password (The password is automatically populated from previous steps.)
      iv. Exchange server (webmail.ua.edu)
   d. Tap to check Use secure connection (SSL) and uncheck Use client certificate
   e. Tap NEXT.
   f. If prompted, read the Activation notice and tap OK.
   g. Tap to set the preferred Sync settings.
   h. When finished, tap NEXT.
   i. Enter a name for the Exchange account, then tap DONE.
   j. The Microsoft Exchange ActiveSync account is now set up.