Setup Exchange on Android Devices

From a Home screen, navigate: **Apps** ⊞ **> Settings > Accounts > Add account**.

1. Tap **Microsoft Exchange ActiveSync**.
2. Enter your corporate email address and password then tap Manual setup.
3. Ensure that the appropriate info is entered into the following fields:
   - Email address: e.g. Joe.Smith@svusd.org
   - Domain\username e.g. SVUSD\smithj
   - **SVUSD**
   - Password: (log-in credentials, SaddlePort password)
   - Exchange server: webmail.svusd.org
4. If applicable, configure the following then tap **Next** (located at the bottom):
   Enabled when a check mark is present.
   - Use secure connection (SSL)
   (Checkbox)
   - Use client certificate
5. If presented with an Activation prompt, review the info then tap **OK** to continue.
6. If presented with a Remote security administration prompt, tap **OK** to continue.
7. Configure the account options (e.g., Period to sync Email, Sync schedule, etc.) as necessary then tap **Next**.
8. If presented with an "Activate phone administrator" screen, tap **Activate**.
   Follow the on-screen steps to complete the applied security policy (e.g., Set up password, Device encryption).
   Device encryption can exceed 60 minutes.
9. If desired, enter an account name then tap **Next**.