

How to Configure Your Android Device (Galaxy S5) with Microsoft Exchange Account.

Step 1 – In your App Draw – Click on Email App









Step 2 – As I have other email accounts configured, I get this screen. Click on the 3 Dot sign to get to the setting screen. If this is your first email via Email App see step 6



Step 3 – Click on Settings









Step 4: Click on manage Accounts



Step 5 Click on the Plus (+) Sign









Step 6 Add your Lehman email address and Password

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🔶 Email ac	counts			
Select an existing account or add a new one in a few simple steps. Select existing account 👻				
Enter sign-in detai	ls			
Email address				
Password				
Show passwo	rd			
Set as default	account			
MANUAL SETU	JP	NEXT	0	

Step 7- Click Next

■ 1:21 PM	i⊗i (2) (2) (2) (2) (2)
← Email accounts	
Select an existing account one in a few simple steps. Select existing account	or add a new
Enter sign-in details	
@lehman.cu	ny.edu
Show password	
Set as default account	
MANUAL SETUP	NEXT 🔊







Step 8- Account is checking set-up info

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← Email ac	counts		
Select an existir one in a few sim Select existing a	ng account o nple steps. account 💌	or add a	new
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MANUAL SETU	JP	NEXT	•

Step 9- Click on Microsoft Exchange Activesync

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÷	Add email account
	What type of account?
	POP3 ACCOUNT
	IMAP ACCOUNT
	MICROSOFT EXCHANGE ACTIVESYNC







Step 10- Click OK to proceed



Step 11- Account will do Auto Config and pull the necessary info. If setup did not load correctly, refer to the **Exchange Server Setting.**

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← Exchange	e server se	ettings		
Email address				
@	ehman.cur	iy.edu		
Domain\username				
\ @	lehman.cu	ny.edu		
Password				
Che	cking inco	ming		
Ex	ver setting:	S		
owa.lehman.cuny.edu				
Use secure cor	nnection (S	SL)		
Use client certificate				
CLIE	NT CERTIFIC	CATE		
		NEXT	0	







Step 12. Click ok to proceed

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← Exchan	ge server se	ettings			
Email address @lehman.cuny.edu					
Domain\usernan	ne				
Remote security administration Server owa.lehman.cuny.edu must be able to remotely control some security features on your device. Continue?					
01	CAN	NCEL	ок		
Use secure connection (SSL)					
Use client certificate					
CL	IENT CERTIFIC	CATE			
		NEXT	•		

Step 13. These are optional settings.

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← Account	options		
Period to sync Emai	il		
Sync schedule Push ▼			
Peak schedule Push ▼			
Emails retrieval size	9		
Period to sync Caler 2 weeks	ndar		
Set as default a	account		
Notify me whe	n email arr	ives	
		NEXT	٥







Step 14. Once you choose your setting, you would get this message.

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	Account options		
Perio	d to sync Email		
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Sync	schedule		
Pus	h 🔫		
Peak	schedule		
Pus	h 🕶		_
Er 5(Processing		
Perio 2 we	d to sync Calendar eeks 👻		
Set	as default account		
Not	ify me when email an	rives	
		NEXT	0

Step 15: You have the ability to choose a name for this account as I have multiple accounts configured.









Step 16. Once customized, click DONE and then go to your inbox.



Step 17- Your emails start to flow in.

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$\equiv \ln box(1)$			
	Last upda	ted: Toda	y 1:25 PM
Today (1)		05/23/2	2015 ^
Fwd: Draft Lehman Sent from my T-Mo	College Mar bile 4G LTE I	naged Device	2 🚩 1:25 PM
Yesterday (2)		05/22/2	2015 🔨
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BUSINESS.OFF Reminder: Food Se TO : Lehman Colleg	ICE rvice Survey je Communit	ty DATE :	05/21
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Exchange Server Settings

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← Exchange	e server se	ettings		
Email address				
@	ehman.cur	iy.edu		
Domain\username				
\(0.	lehman.cu	ny.edu		
Password				
•••••				
Exchange server				
owa.lehman.cuny.edu				
Use secure cor	nection (S	SL)	~	
Use client certi	ficate		C	
CLIE	NT CERTIFIC	CATE		
	DONE			



