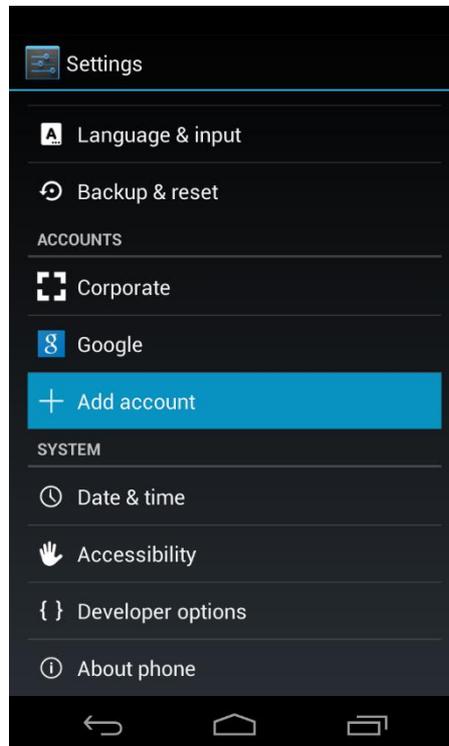
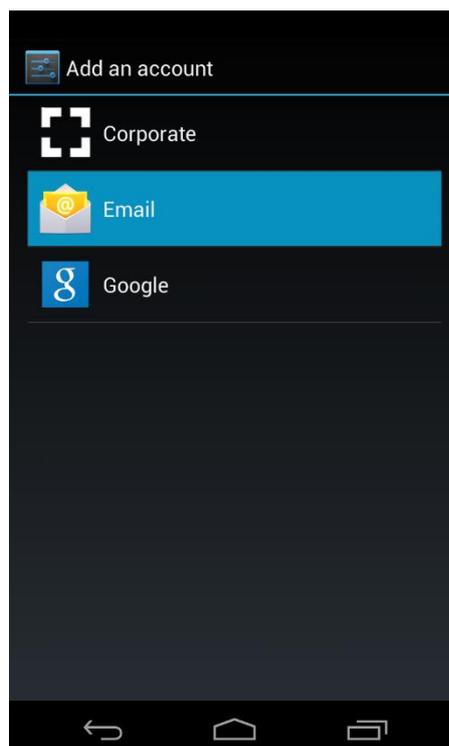


IMPORTANT: PLEASE BACKUP YOUR DEVICE BEFORE PROCEEDING WITH THE SETUP

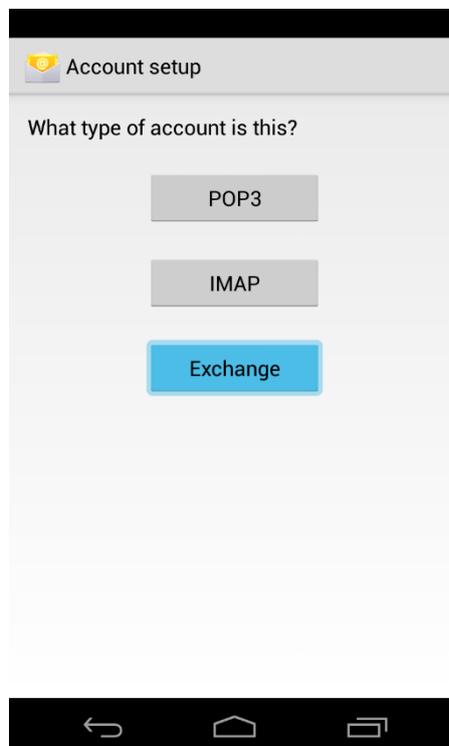
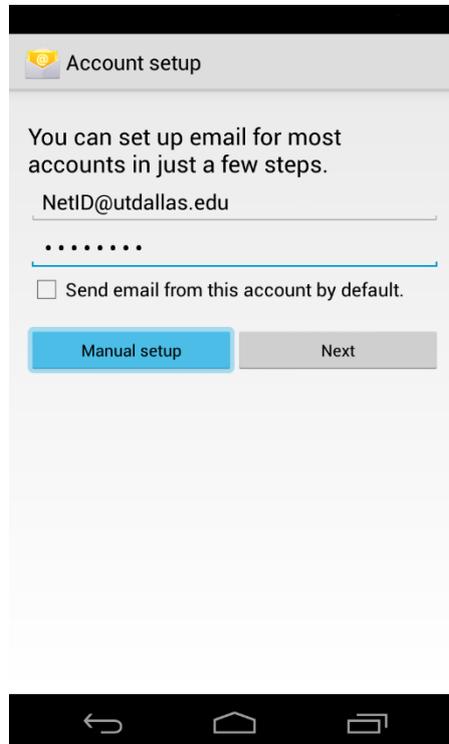
- 1) Go to **Settings** and select **Add account** under the *Accounts* section.



- 2) Choose **Email**.

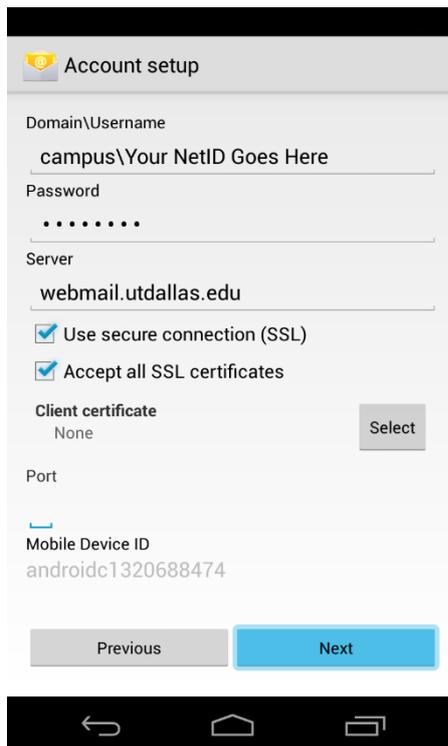


3) Select **Manual Setup** and then **Exchange**.



4) Fill in the required information as follows:

- **Domain\Username:** *your email address*
- **Password:** *the password you specified when first logged into Microsoft Office 365*
- **Server:** **outlook.office365.com**
- Tick both the *Use secure connection (SSL)* and *Accept all SSL certificates* boxes.
- Select **Next**.

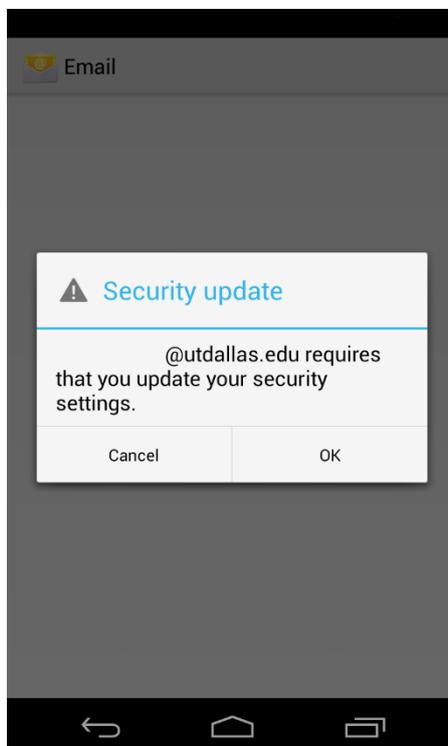
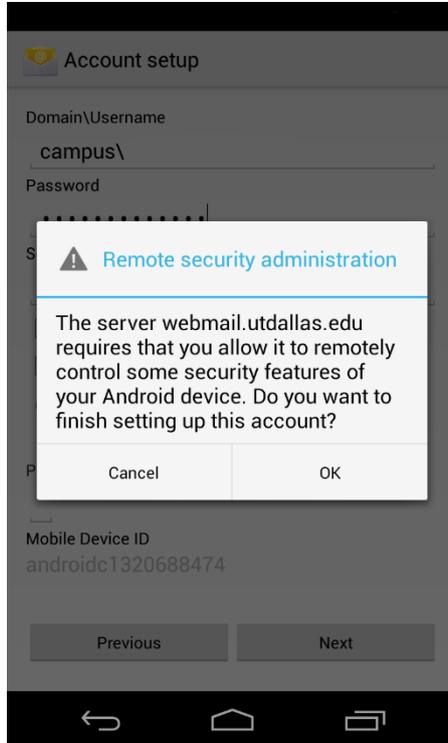


The screenshot shows an "Account setup" screen on an Android device. The fields are filled with the following information:

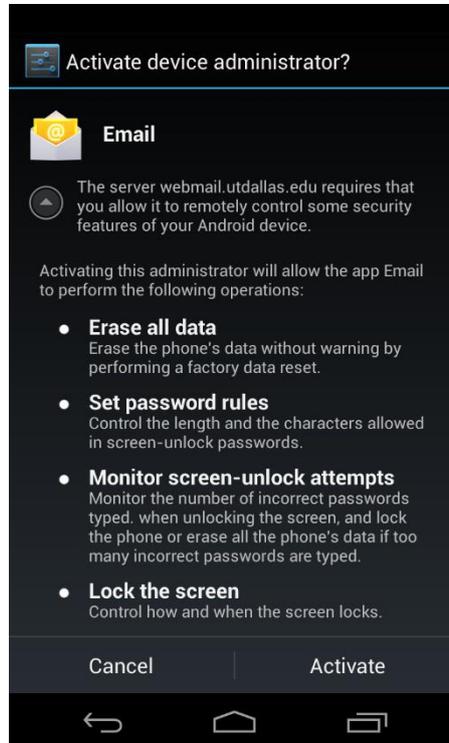
- Domain\Username:** campus\Your NetID Goes Here
- Password:** (masked with dots)
- Server:** webmail.utdallas.edu
- Use secure connection (SSL)
- Accept all SSL certificates
- Client certificate:** None (with a "Select" button)
- Port:** (empty)
- Mobile Device ID:** androidc1320688474

At the bottom, there are "Previous" and "Next" buttons. The "Next" button is highlighted in blue. The Android navigation bar is visible at the very bottom.

5) Choose **Ok** for the next two popups



6) **Activate** the device administrator



7) The Setup is complete

