In order to add your email to an Android device, please go into Settings and choose an account. You will have to choose either Exchange, Corporate, or Microsoft Exchange Active Sync.

Once chosen, add your email and password. After this, tap Manual Setup.

Configure Exchange account in a few steps.

gvarano@villanova.edu

Show password

MANUAL SETUP
The next screen should ask for additional settings for the account. The domain is vuad and the username will be your Villanova email address. The Exchange server is outlook.office365.com. Then tap Next.

The Exchange server settings page is shown with the following settings:

- **Domain\username**: vuad\gvarano@villanova.edu
- **Password**: ***************
- **Show password**: unchecked
- **Exchange server**: outlook.office365.com
- **Use secure connection (SSL)**: checked
- **Use client certificate**: unchecked

The mobile device ID is SEC185FF9EE5C043.
You will then receive the following message which you can tap OK.

![Remote security administration](image)

The server outlook.office365.com requires that you allow it to remotely control some security features of your Android device. Do you want to finish setting up this account?

CANCEL  OK

You will receive another notification default notification about adding the account. Tap Activation and then fill in personal settings about your account. Your email account should now be set up.

![Activate device administrator?](image)

Gmail

The server outlook.office365.com requires that you allow it to remotely control some security features of your Android device.

Activating administrator will allow Gmail to perform the following operations:

- **Erase all data**
  Erase the phone's data without warning by performing a factory data reset.

- **Set password rules**
  Control the length and the characters allowed in screen-unlock passwords.

- **Monitor screen-unlock attempts**
  Monitor the number of incorrect passwords typed when unlocking the screen, and lock the phone or erase all the phone's data if too many incorrect passwords are typed.

- **Lock the screen**
  Control how and when the screen locks.

- **Set lock-screen password expiration**

CANCEL  ACTIVATE