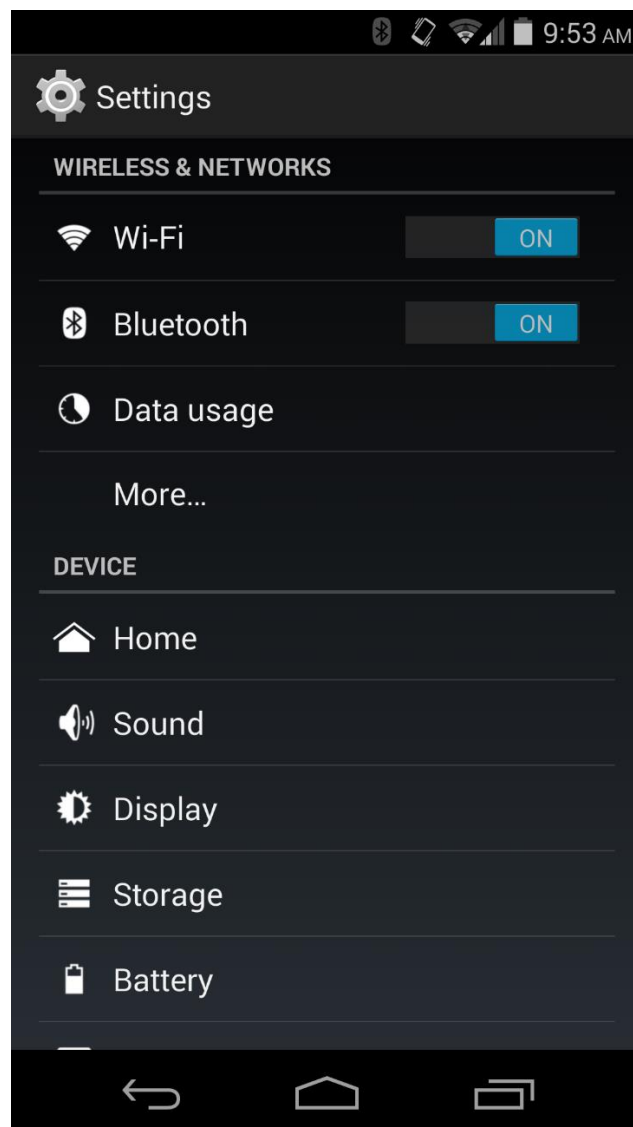


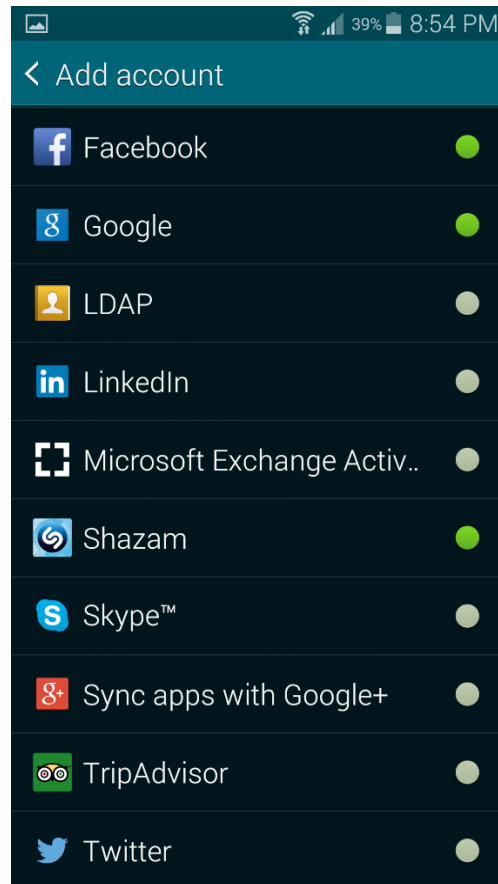
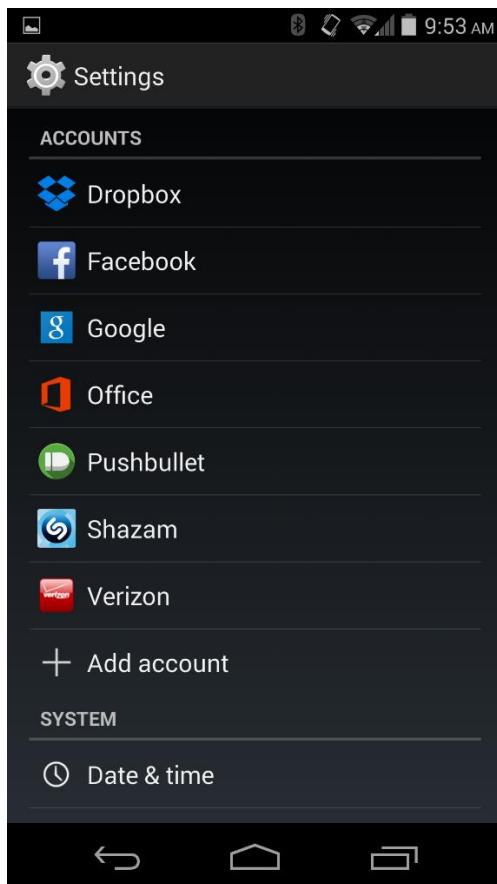
Syncing La Salle E-mail to Android

Note: All Android phones vary slightly in how to set up one's La Salle e-mail account, but the steps are generally the same. This tutorial was done on a Nexus 5 running stock Android, but also shows some screenshots from a Samsung Galaxy S5

1. Go to "Settings"



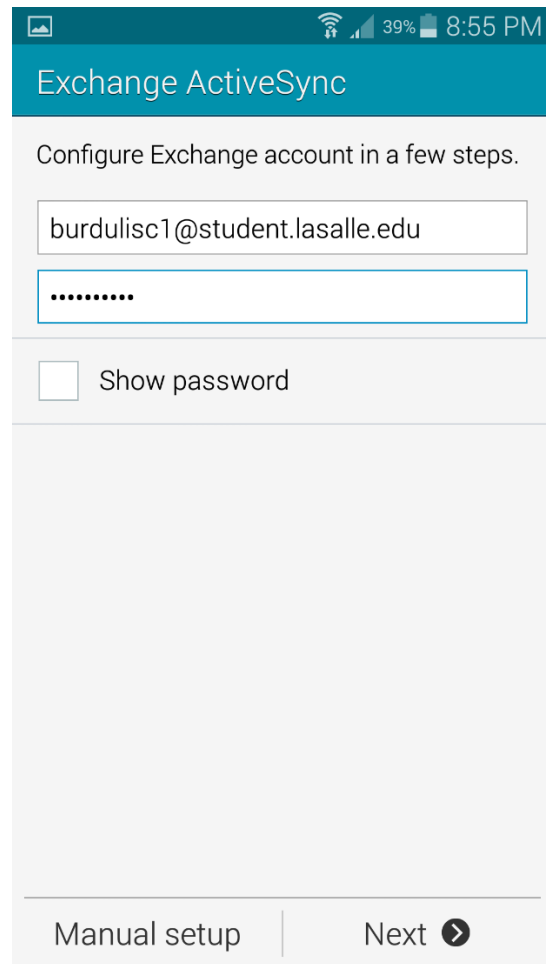
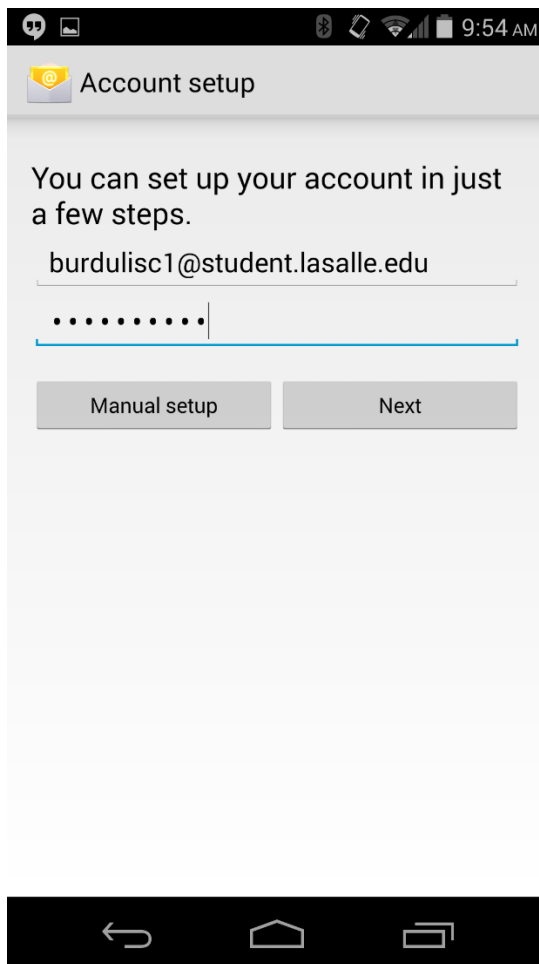
2. Scroll down to the “Accounts” section and click “Add Account”



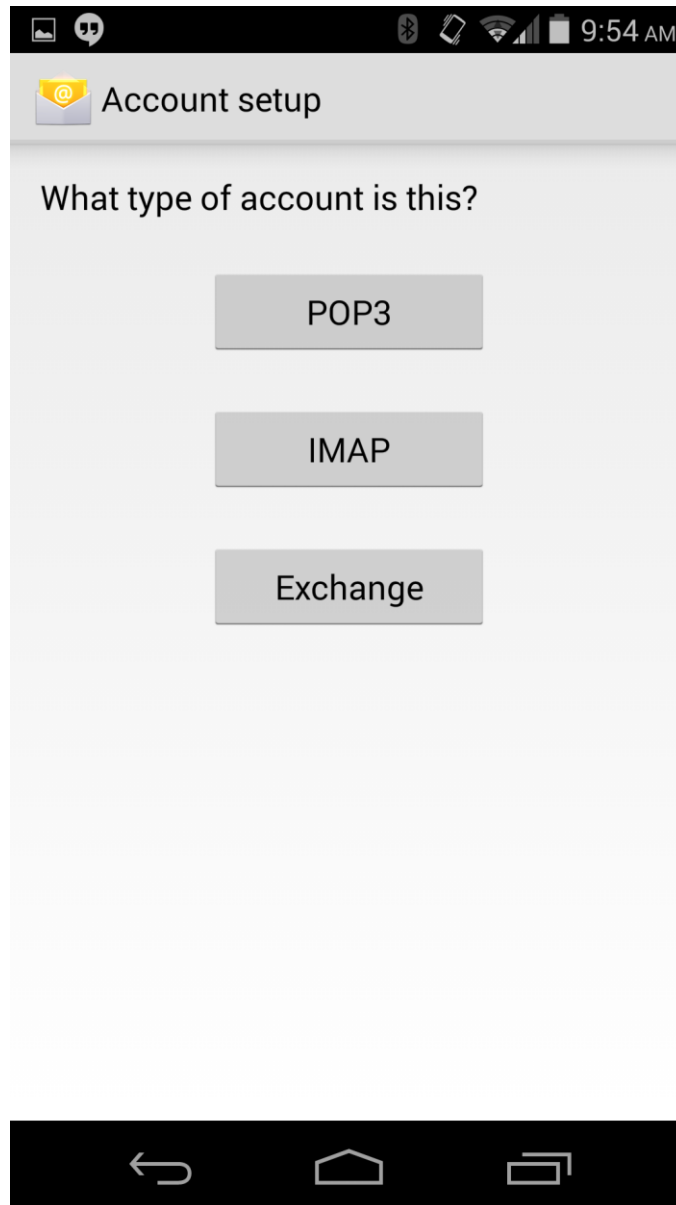
3. Select the “Corporate” account

Note: On other Android phones, the “**Corporate**” account is also called “**Exchange**”, “**Microsoft ActiveSync**”, or some variation of those terms.

4. Enter in your La Salle e-mail address and LUNA password
Note: Your e-mail password is your LUNA password (the password used to log into the computers on campus in the Library or Wister Lab)



5. If prompted, select the “Exchange” option



6. You will be asked to enter your La Salle e-mail address, the server (m.outlook.com), user name (enter your full e-mail address), and your LUNA password. Please see examples below.

Note: If “m.outlook.com” does not work as the server, try “outlook.office365.com”

Note: If your phone adds anything before the backslash (\) in the Domain\Username field, delete everything before the backslash (\).

Account setup

Username
burdulisc1@student.lasalle.edu

Password
.....

Server
m.outlook.com

Port
443

Security type
SSL/TLS

Client certificate
None Select

Mobile Device ID
androidc1357915843

Previous Next

Exchange server settings

Email address
burdulisc1@student.lasalle.edu

Domain\username
\burdulisc1@student.lasalle.edu

Password
.....

Exchange server
m.outlook.com

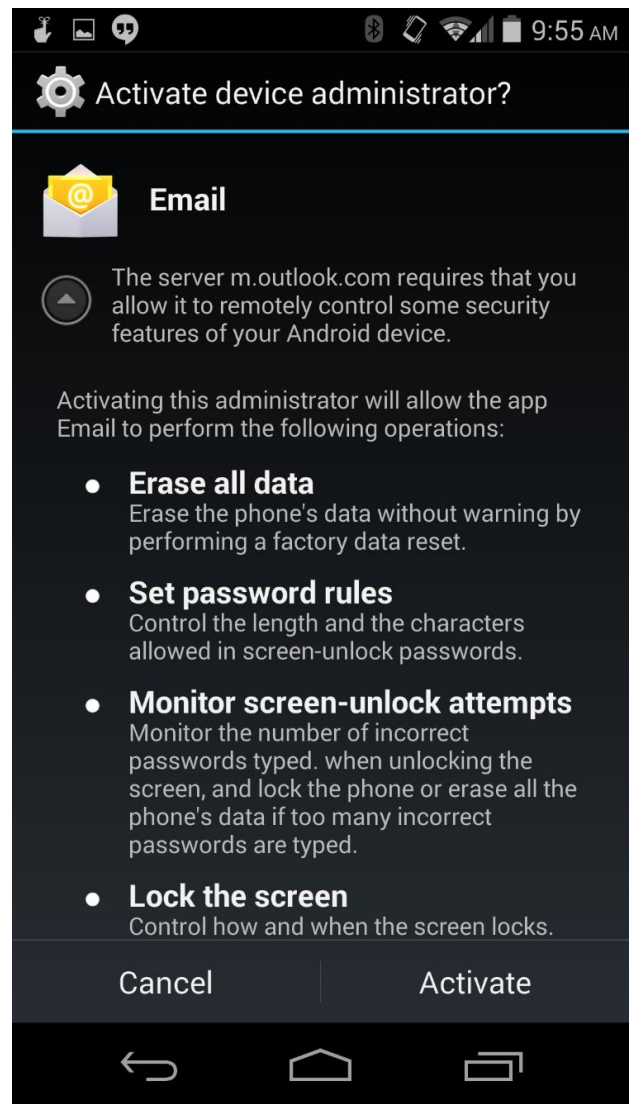
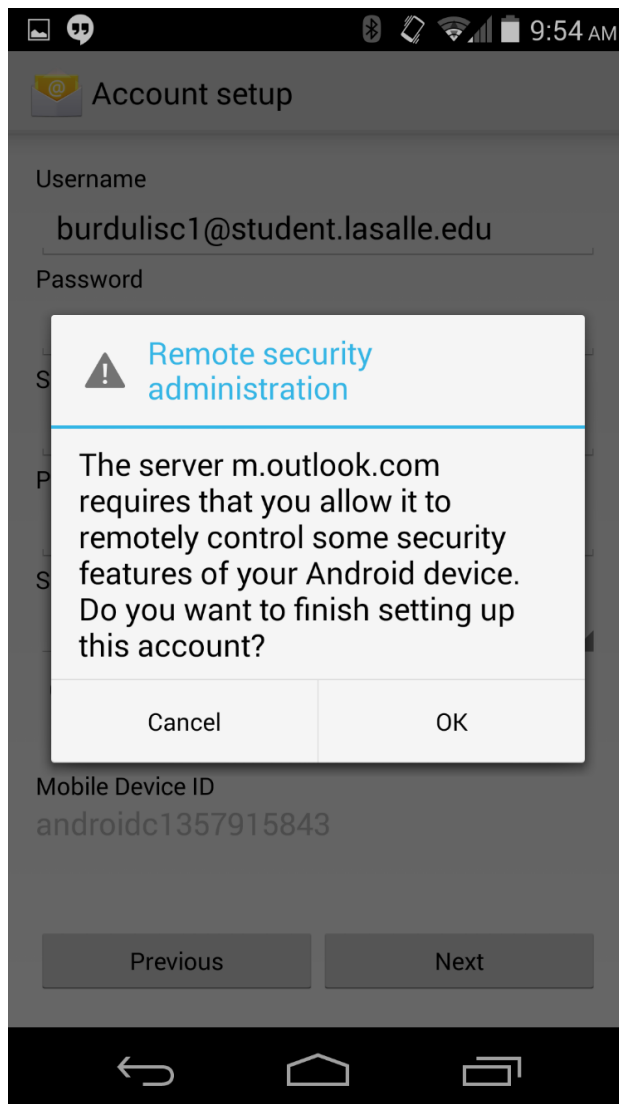
Use secure connection (SSL)

Use client certificate

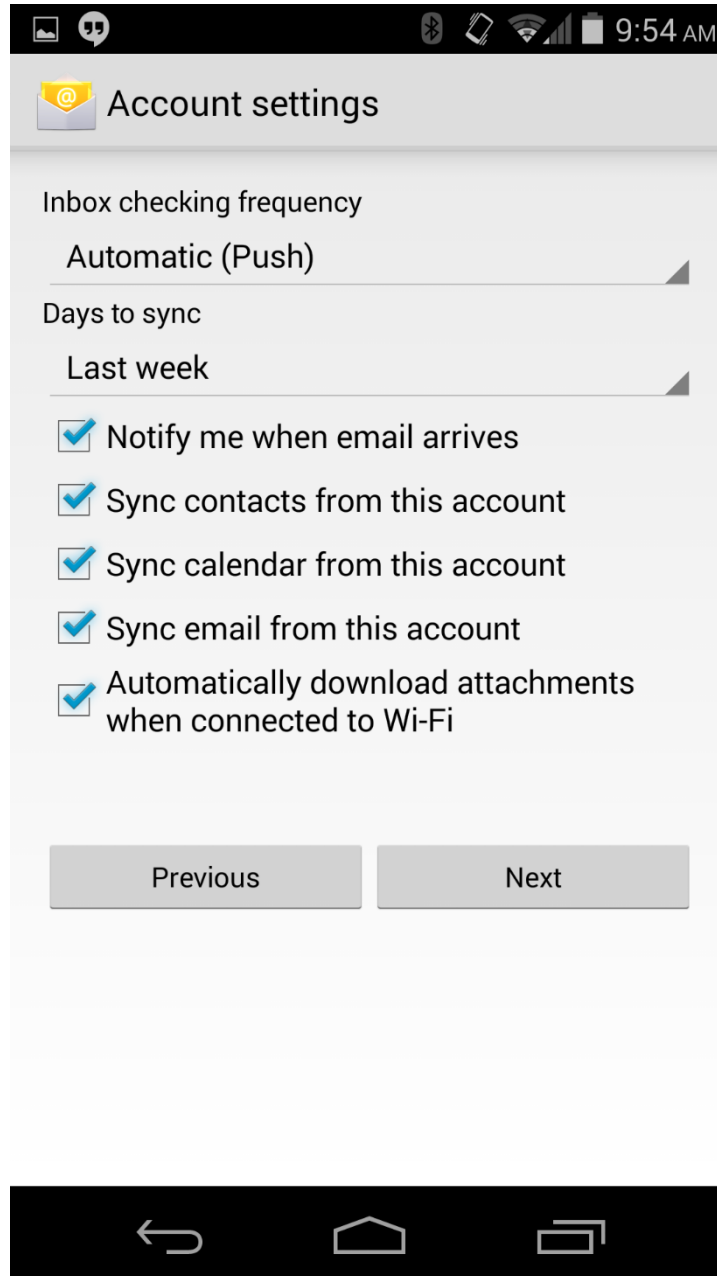
Client certificate

Next

7. After entering this information and clicking “Next”, you will most likely be prompted to confirm a security prompt. You may get 2 prompts- one that appears on the screen and another that will be in your notification bar.



8. If the setup is successful, you will be taken to a screen where you can choose what you want to sync and how often you want your phone to check for new mail.



9. You're done! Your email should start syncing to your phone over the next couple minutes. To confirm this, open the mail application (not Gmail) and make sure your messages are syncing. If you have any questions, please contact the Helpdesk at 215-951-1860.