



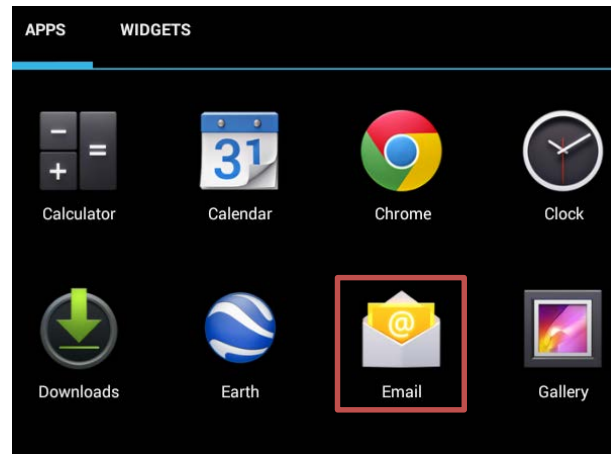
Office 365 Email Exchange Settings For Android Devices

For help and assistance call
Support
+44(0)1772 895355
liscustomersupport@uclan.ac.uk

Please Note: This guide has been created using the **Asus Nexus** so the **layout of the settings on other Android devices may differ** but the actual settings for **Microsoft Exchange** are the same.

Please note: Each time you change your UCLan Network password you will need to update password on your device.

1. Select **Email** (usually on the home screen)



2. Select and enter the following settings:
 - **Email Address:** your **UCLan email address**
 - **Password:** your **UCLan Password**
 - Select **Next**



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3. Select Exchange

Account type

What type of account is this?

POP3

IMAP

Exchange

4. Enter and select the settings as follows:

- **Username:** Your **UCLan Email address**
- **Password:** Your **UCLan network Password**
- **Server:** **outlook.office365.com**
- **Use secure connection (SSL):** should be **ticked**
- **Accept all SSL certificates:** should be **un-ticked**
- **Client Certificate:** **None**
- **Port:** **443**
- **Select Next**

Server settings

Domain\Username istestcm-stu.uclan.ac.uk

Password

Server outlook.office365.com

Use secure connection (SSL)

Accept all SSL certificates

Client certificate
None Select

Port 443

Mobile Device ID android1380191373793

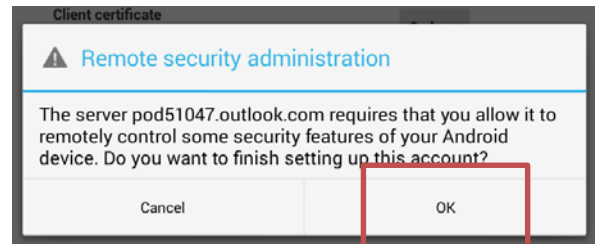
Previous Next



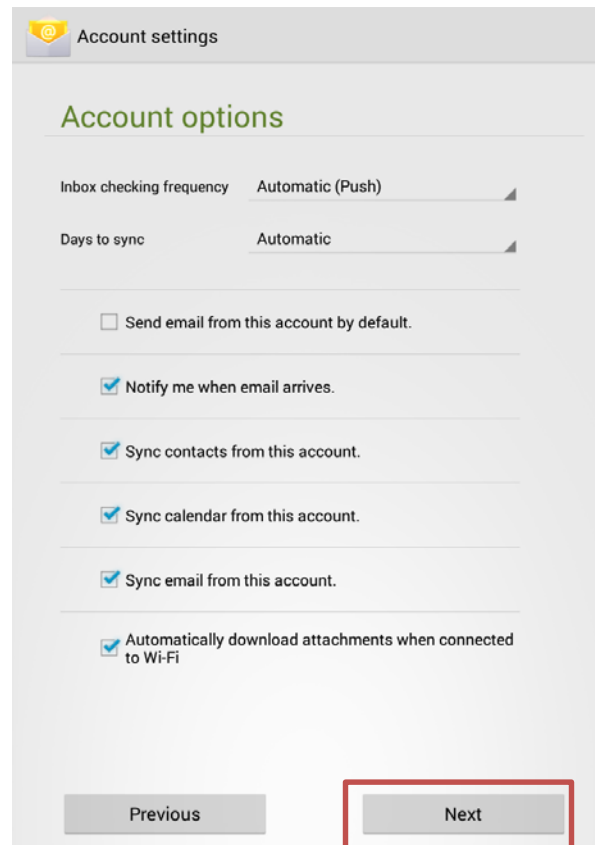
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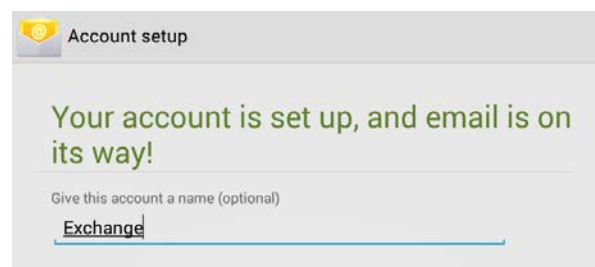
5. Select **OK**



6. Select the relevant options and select **Next**



7. Give your account a relevant name e.g. **Exchange**



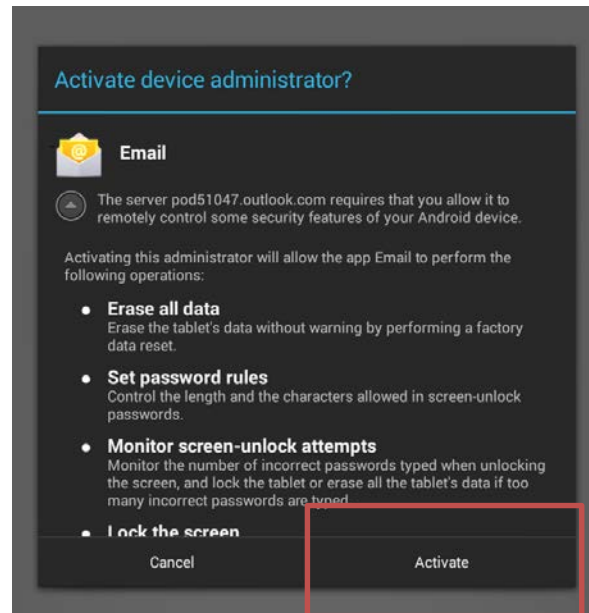


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8. Select **Activate**

Please Note: It is important you read through all the options you are allowing access to.



9. Your emails will now open

