

Setting up Office 365 (Exchange) Email on an Android Phone

1. Tap **Settings > Accounts > Add Account > Email**.
2. Enter your **email address** and **NetID password**.

Examples:

Faculty/Staff: aurora.borealis@msun.edu

Students: aurora.borealis@students.msun.edu

3. Tap **Next**.
4. Select **Exchange Account**

Enter the following account info in the fields as shown:

Domain\Username: **netid@msun.edu** (Ex: a99z111@msun.edu)

Password: NetID password

Exchange Server: outlook.office365.com

If the Domain and Username are separate fields:

Domain: leave blank!

Username: **netid@msun.edu** (Ex: a99z111@msun.edu)

5. Check **Use Secure connection (SSL)**.

If you are prompted:

Leave unchecked: Accept all SSL certificates (or Client certificate).

6. Follow prompts to complete setup.