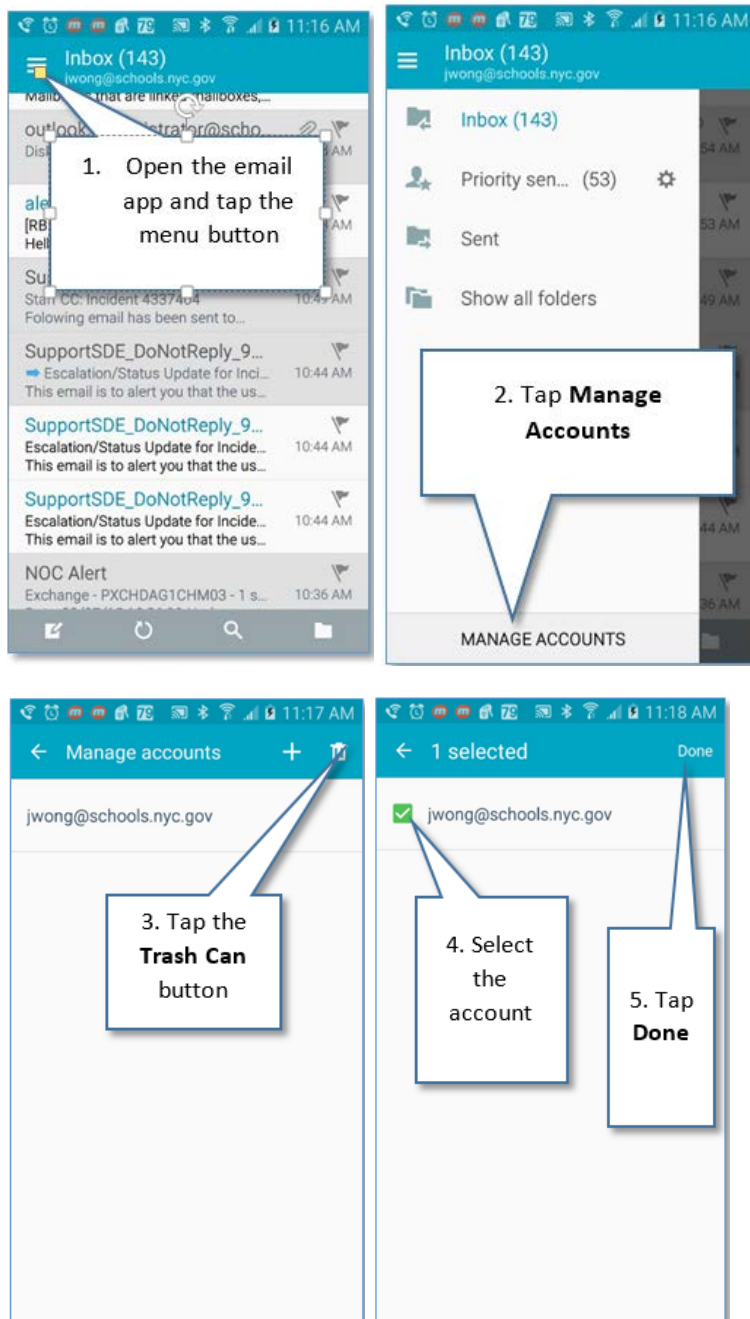


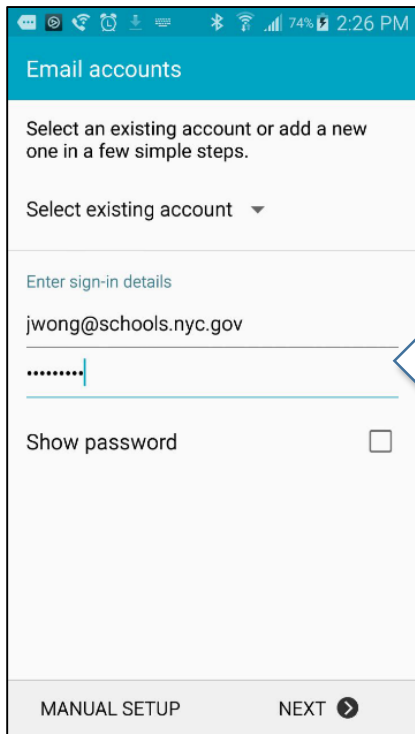
## Setting Up Already Existing DOE Email Account on Android Devices

NOTE: The directions are based on a Samsung Galaxy Note 3 running Android 5. If you are running a different operating system—or using a different device—the screens may look different, but the process should be similar.

Remove your current DOE email account from your device.

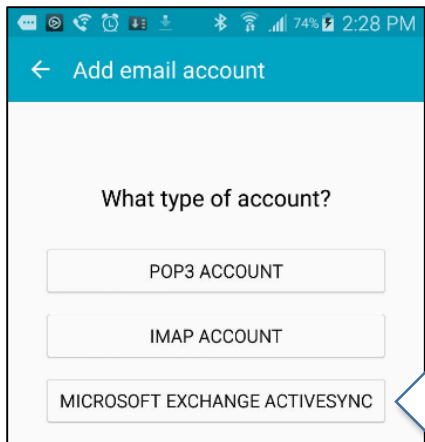


**Add the account, using your full email address:**



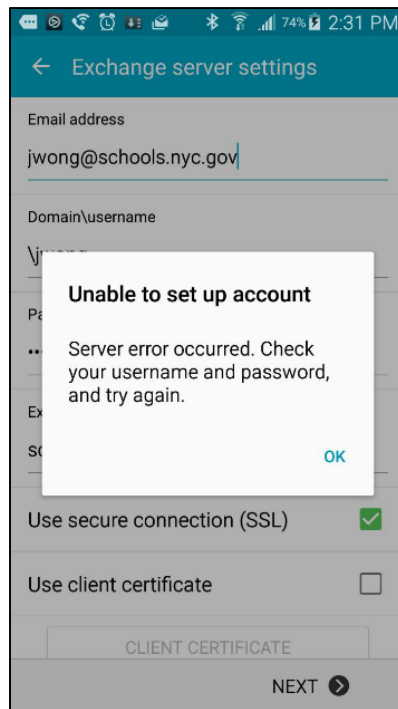
6. Enter your FULL email address and password.

**Select the type of account:**

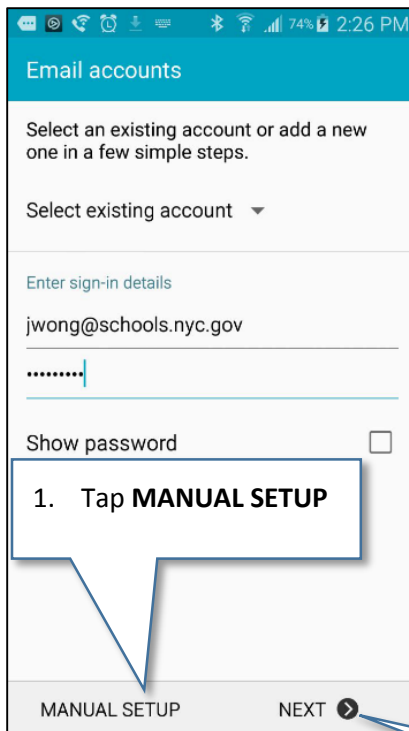


Tap **MICROSOFT EXCHANGE ACTIVESYNC**

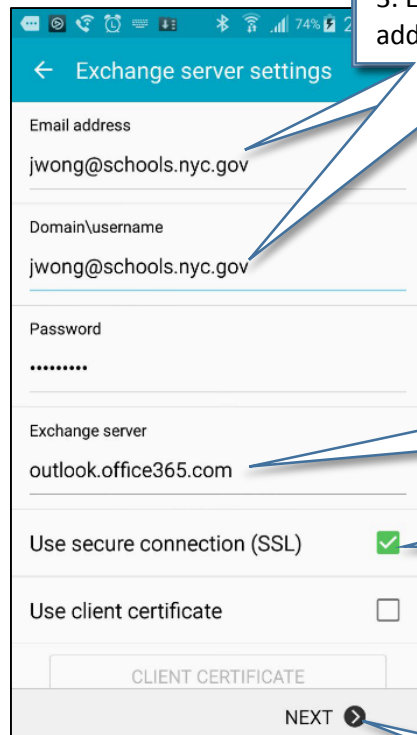
If the above does not configure your device properly, you may get the error below.



If this happens, you will need to set up your email manually:



2. Tap NEXT



3. Enter your FULL email address in two places

4. Enter the server address as Outlook.Office365.com

5. Make sure that SSL is selected

6. Tap NEXT

