



Android

ActiveSync Setup

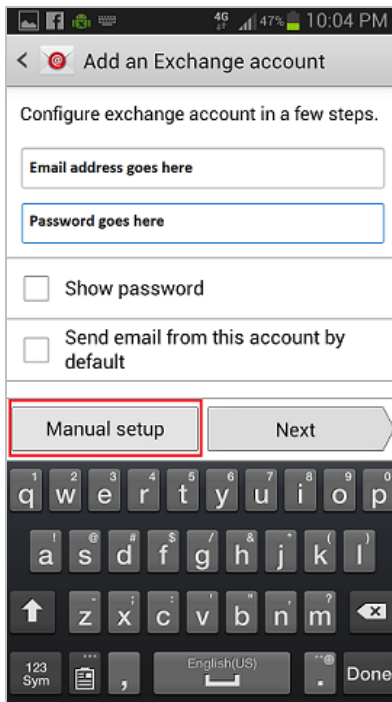
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ActiveSync Setup for Android

NOTE: Be aware that all new ActiveSync accounts may take up to 15 minutes to set up.

There are various “smart phones” that utilize Microsoft’s wireless ActiveSync protocol to communicate with Exchange server mailboxes. Each of these Smart Phone devices should be able to connect to your Exchange mailbox in the following manner:

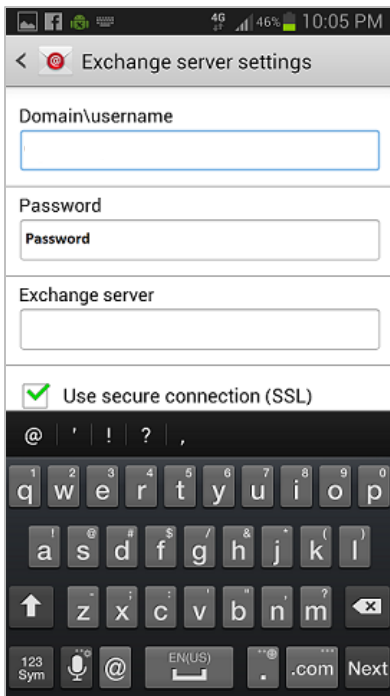
1. On the Smart Phone device, look for and select **Settings – Accounts and Sync – Add Account**.
2. Choose any of these you may find (depending on the device, the choices will differ): **Corporate** or **Microsoft Exchange** or **Active Sync**.
3. On the first **Add an Exchange Account** screen, enter your email address and password:



4. Click **[Next]**.

NOTE: If the account does not automatically configure, you will need to click **[Manual setup]**.

The **Exchange server settings** screen displays:



For this screen, enter the following parameters:

- a. **Domain:** **domain\username**
Enter your *Windows domain username* (found in the Control Panel under the mailbox you need to setup). Some devices have two separate fields for the domain and username information. If this is the case for your device, enter the first part in the **Domain** field and the second part (after the slash) in the **Username** field.
- b. **Server:** **mail.h01.hostedmail.net**
- c. Put a check mark to enable **Secure mail using SSL**.
- d. **Email:** Your Exchange email address
- e. **Password:** Your Exchange password
- f. Select **[Next]**.
- g. Choose what to synchronize and give a name to this account if asked.
Save if you have an option.
- h. The first time your device syncs you may receive the prompt wanting to enforce security policies on your device.
Select **[OK]** to proceed and synchronize your device.

Other Important ActiveSync Options

- Set Schedule for receiving email: **Settings | Fetch New Data | Push (On/Off) | Fetch Schedule: 15, 30, Hourly, Manually.**
“Push/On” = Push. Battery life is impacted the more often you receive email.
- Determine how much email is pulled into each folder: **Settings | Mail, Contacts, Calendars | Select Account | Mail Days to Sync** (Select the number of days of email to download →3 is the default).