Configuring the Android Mail Client for Office 365

These instructions will guide you in setting up your phone to work with Office 365.

1. Open the Email app

2. On the Set up email page,
   - Enter your CSUB e-mail address
   - Enter your myCSUB password,
   - Tap Next.

3. On the Add email account,
   - Click Microsoft Exchange ActiveSync
4. On the Remote Security administration message, click **OK**

5. On the Account options page,
   - Make any changes, if desired
   - Scroll to bottom
   - Click **Next**

6. On the Activate device administrator, click **Activate**

7. On the Set up email,
   - Give the account a name, such as Work Email
   - Click **Done**

Your Mail and calendar information should begin loading immediately.