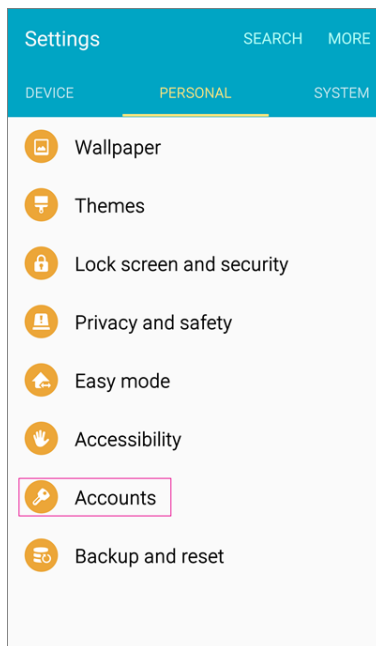
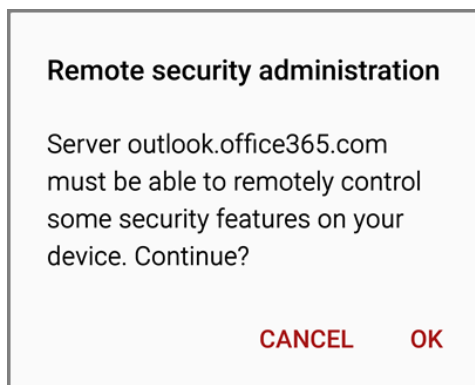


Set up email on an Android phone or tablet

1. Tap **Settings** > **Accounts** > **Add account** > **Email**.



2. Type your full email address, for example tony@contoso.com, type your password, and then tap **Next**.
3. Select the **Exchange** option.
4. Depending how the Office 365 administrator in your organization set up your account, you might receive a message about additional security features. Select **OK** to continue.



5. Once the device verifies the server settings, the **Account Options** page opens. Accept the defaults or select the options for how you want to receive and send your mail, and then tap **Next**. (You may need to scroll down to see **Next**.)
6. On the **Set up email** page you can change the name of your account. When you're finished tap **Done**.