

# DROID EXCHANGE EMAIL SETUP INSTRUCTIONS

Begin by tapping the **Menu** key.

Then tap **Settings** and touch *Accounts & sync*

Tap **Add Accounts Settings** and touch *Microsoft Exchange ActiveSync*

When prompted for Server Name: **mail.mccsc.edu**

When prompted for Domain: Tap **Manual Set-up** and touch *Domain- Enter  
MCCSC, Next*

When prompted for Email Account details(lower case), and then tap **Next**.

Example: [user@mccsc.edu](mailto:user@mccsc.edu)

When prompted for Domain Password: Enter in your domain password, password you use to signon to the network(PC) each morning

Select the type of information you want to synchronize

Tap **Finish Set-up** and touch *OK*