AT&T Cell Phones: How Do I Use Exchange Email On My AT&T Samsung Galaxy S™ II Skyrocket™ (SGH-i727) Mobile Device?

Corporate Email (Outlook)

The main Email application provides access to your Outlook Exchange server via your mobile device. If your company uses Microsoft Exchange Server 2003 or 2007 as the corporate email system, you can use this email application to wirelessly synchronize your email, Contacts, and Task information directly with your company's Exchange server.

Important: This Outlook application does not utilize Microsoft® ActiveSync® to synchronize the mobile device to your remote Exchange Server. This synchronization is done wirelessly over the air (OTA) and not via a direct connection.

Setting up a Corporate Email

1. From the Home screen, touch **Applications** > **Email**.
2. Enter your **Email address** and **Password** information:
   - **Email address**: your Outlook work email address: **username@mccsc.edu**
   - **Password**: typically your network access password (case-sensitive)
3. Touch **Next**.
   – or –
   Touch **Manual setup** to manually configure your connection settings.
4. Touch **Microsoft Exchange ActiveSync**.
5. Enter your **Domain\Username**, **Password**, and **Exchange Server information**.
   - **Domain\Username**: Use the arrow keys to place your cursor before your username and enter your **mccsc\username**.
   - **Password**: Typically your network access password (case-sensitive)
   - **Exchange Server**: Your exchange server remote email address
   - Typically starts with **mail.mccsc.edu**
   - Obtain this information from your company network administrator
   - Do not accept the default entry as this is a guess based on returned information
   - Touch the **Use secure connection (SSL)** field to place a checkmark in the box and activate this additional level of security
   - If your exchange server requires this feature, leaving this field unchecked can prevent connection

     Note: Signal interruptions or incorrect username or password information can cause completion issues.

6. Read the onscreen activation disclaimer and touch **OK**.
7. Configure your **Sync settings** (days to synchronize between your mobile device and server), and activate any other email settings. Then touch **Next**.
8. Identify your new account with a unique name and then touch **Done**.

   Important: You can synchronize over the air (not directly) with an Exchange Server running Microsoft Exchange Server 2003 Service Pack 2 (SP2) or Microsoft Exchange Server 2007.

   Note: You can have multiple Work Email (Microsoft Exchange ActiveSync) accounts active on your mobile device.

Edit Email Account Settings

1. From the Home screen, touch **Applications** > **Email**.
2. Press the **Menu** button > **More** > **Account Settings**.
▪ **Account name** displays the name used by the mobile device to track the account
▪ **Add signature** activates the email signature feature
▪ **Signature** allows you to create an outgoing email signature attached to new email messages sent from your mobile device
▪ **Default account** assigns this account as the default used when sending out new emails
▪ **Always Cc/Bcc** myself includes your email address in either the Cc or Bcc recipient field
▪ **Period to sync email** assigns the sync range for your incoming and outgoing emails between your mobile device and your external exchange server
▪ Choose how many days worth of emails the mobile device and server should synchronize
▪ Choose from: **All, 1 day, 3 days, 1 week, 2 weeks**, or **1 month**
▪ **Empty server trash** allows you to delete your email account's server trash remotely
▪ **Sync schedule** allows you to configure your email sync schedule
▪ **Out of office settings** allow you to send out of office auto-replies
▪ **Period to sync Calendar** assigns a period for your device to sync calendar events
▪ **Size to retrieve emails** configures the incoming email size allowed to pass through to your device automatically without user interaction
▪ Larger emails will have to be retrieved manually
▪ **Security options** display a list of your current email account security policies
▪ **In case of sync conflict** allows you to update synchronized information to an alternate location if a conflict occurs
▪ **Email notifications** enable the device to display a status bar icon when new emails have been received
▪ **Select ringtone** assigns an audible ringtone when a new or upcoming event is pending
▪ **Vibration** assigns a vibration when a new or upcoming event is pending
▪ **Incoming settings** provide access to the Domain, password, and exchange server settings
▪ **Sync contacts** synchronize the contacts between your mobile device and the remote exchange server

- **Sync calendar** synchronizes your exchange calendar entries between your device and the remote exchange server
- **Sync task** synchronizes your exchange calendar task entries between your device and the remote exchange server
- **Split view mode** allows you to enable split view when you have the phone in landscape orientation

Synchronizing Your Microsoft Exchange ActiveSync Account

This feature allows you to determine which current applications are synchronized with the external server and at what intervals.

1. From the Home screen, touch **Applications** > **Settings** > **Accounts & sync**. These settings can affect data minute usage. Please refer to your current data plan for more details.
2. Touch any of the following options:
- **Background data**: Allows data synchronization to occur as a background function
- It allows this to occur behind the scenes and does not affect any current use of the mobile device
- **Auto-sync**: Requires the mobile device to maintain synchronization with the remote server providing data to your selected applications
3. To configure the account's synchronization settings:
   1. From the Home screen, touch **Applications** > **Settings** > **Accounts & sync**.
   2. Touch within the Google Microsoft Exchange ActiveSync account field to reveal the account's synchronization settings screen.
   3. Touch the parameters you wish to synchronize (**Sync Contacts, Sync Calendar, or Sync Tasks**).
   - A green checkmark indicates the feature is enabled.

Adding Additional Microsoft Exchange ActiveSync Email Accounts

1. From the Home screen, touch **Applications** > **Settings** > **Accounts and sync.**
2. Touch **Add account**.
3. Touch **Microsoft Exchange ActiveSync**.
4. Follow the onscreen prompts to add additional Microsoft Exchange ActiveSync email.