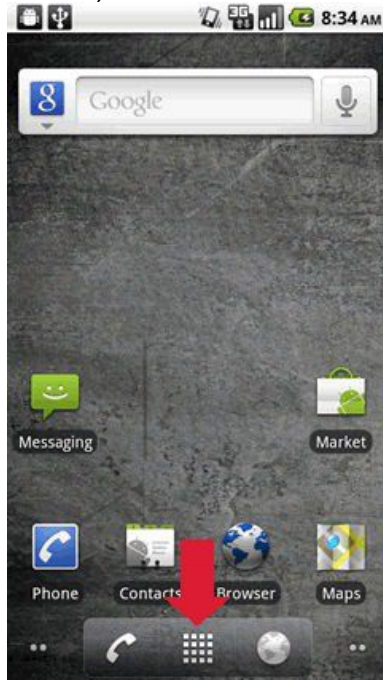
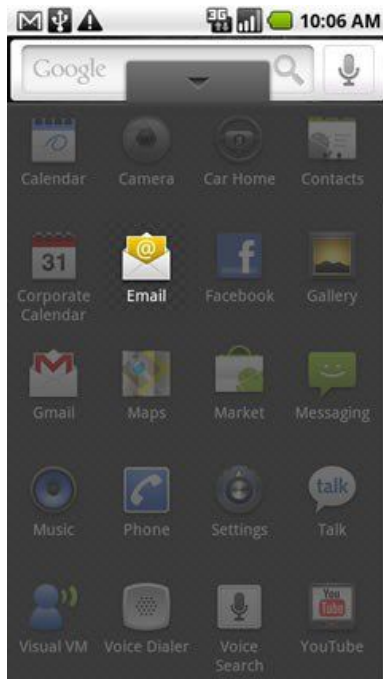


Set Up Anna Maria Email on your Motorola Droid (A855)

1. From the home screen, touch the **applications tab** (located on the bottom of the screen).



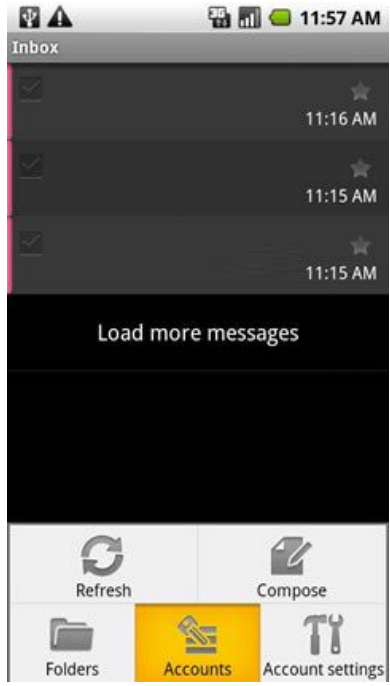
2. Touch **Email**.



3. Touch **Menu**.



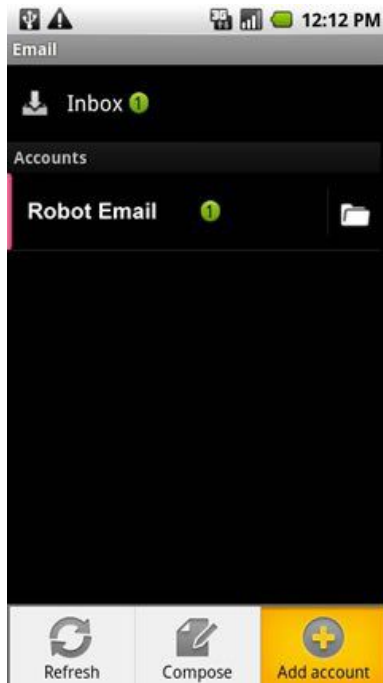
4. Touch **Accounts**.



5. Touch **Menu**.



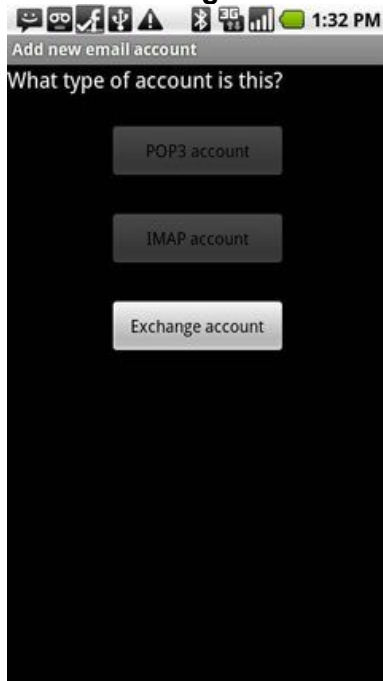
6. Touch **Add account**.



7. Enter your email address - **employees are `username@annamaria.edu` and students are `username@amcats.edu`** - and password then touch **Next**.



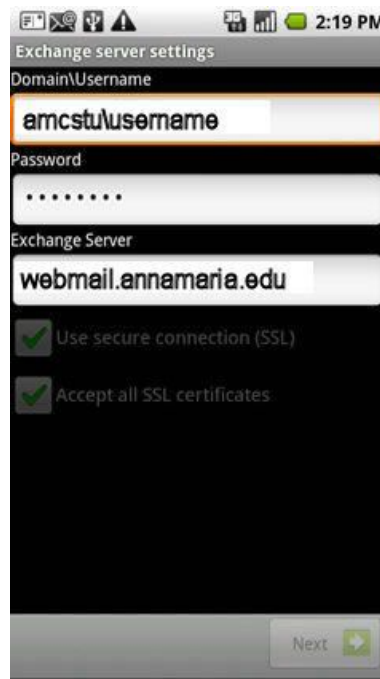
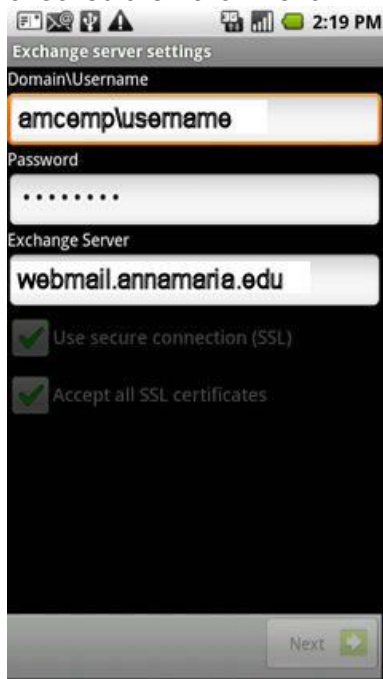
8. Touch **Exchange account**.



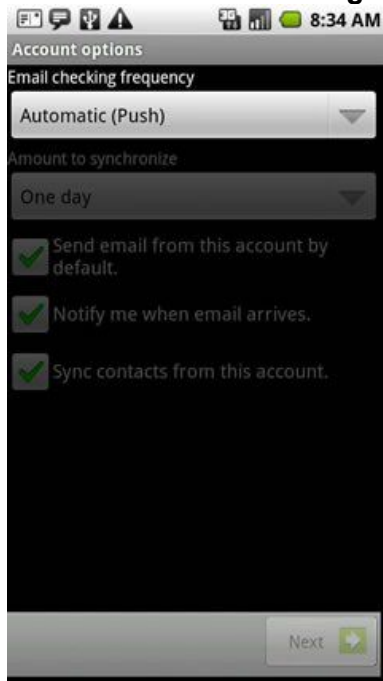
9. Enter the Exchange server settings in the appropriate fields.

1. Domain\Username - **amcemp for employees and amcstu for students**
2. Password
3. Exchange Server - **webmail.annamaria.edu**

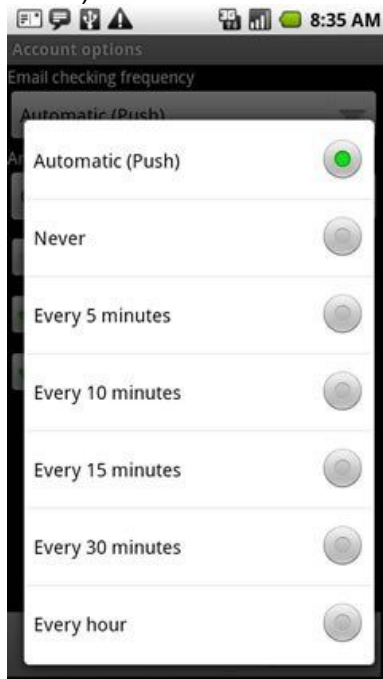
If desired, ensure *Use secure connection (SSL)* and *Accept all SSL certificates* are checked then click **Next**.



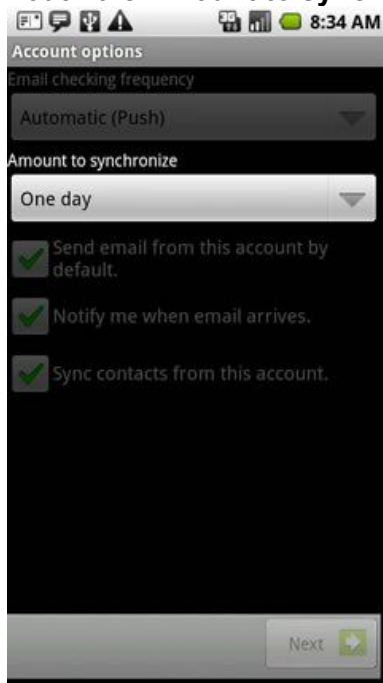
10. Touch the **Email Checking frequency** dropdown.



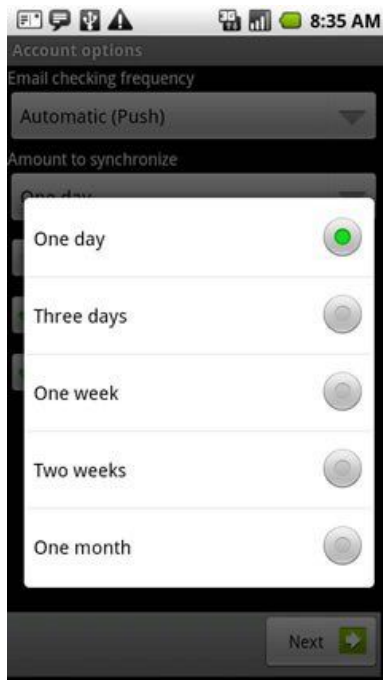
11. Touch the desired *frequency*. (Automatic (Push) delivers emails as soon as you get them.)



12. Touch the **Amount to synchronize** dropdown.

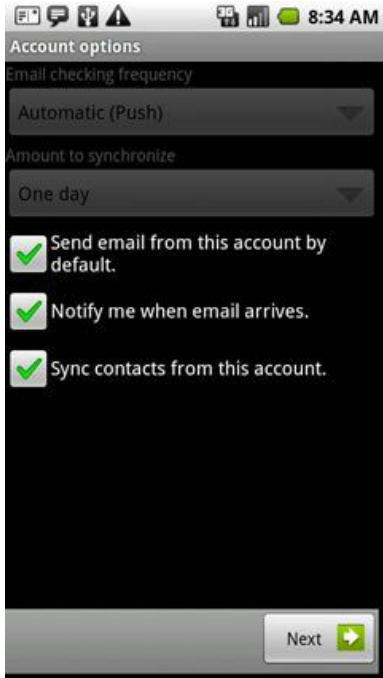


13. Touch the desired *amount*.



14. Touch the desired *account options* then touch **Next**.

1. Send email from this account by default.
2. Notify me when email arrives.
3. Sync contacts from this account.



15. Enter an *account name* and *outgoing message name* then touch **Done**.

