Office 365 Email Setup - Android

Using Email App:
1) Open the Mail application
2) Select “Office365”

3) On the “Sign-On” screen enter your email address & password
   - starid@go.minnstate.edu  Student
   - starid@minnstate.edu    Faculty/Staff

4) Check the “I agree to the Privacy Policy”, select “Agree”
5) Respond to the preferences prompts, as desired

Using Gmail app:

1) Open the Gmail app:
   • Select “Settings” in the menu
   • Add Account
   • Select “Exchange and Office 365”

2) On the “Sign-On” screen enter your email address & password
   • starid@go.minnstate.edu  Student
   • starid@minnstate.edu  Faculty/Staff

3) Select “OK”, if you get a “Redirect request” message
4) On the “Incoming Server Settings” screen
   • Server name = outlook.office365.com
   • Respond yes to any prompts for Security, Device permissions, Sync settings, etc.
   • Select “OK”, if you get a “Remote security administration” prompt

5) Check for Sync error messages
   • Check Inbox for “Action Required to Sync Email” message ○ Open and select “Use another Mail app instead”
   • Check Notifications for “Unable to sync calendar and contacts” message ○ Open the notification and select “Allow”