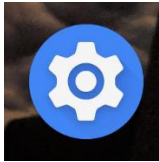
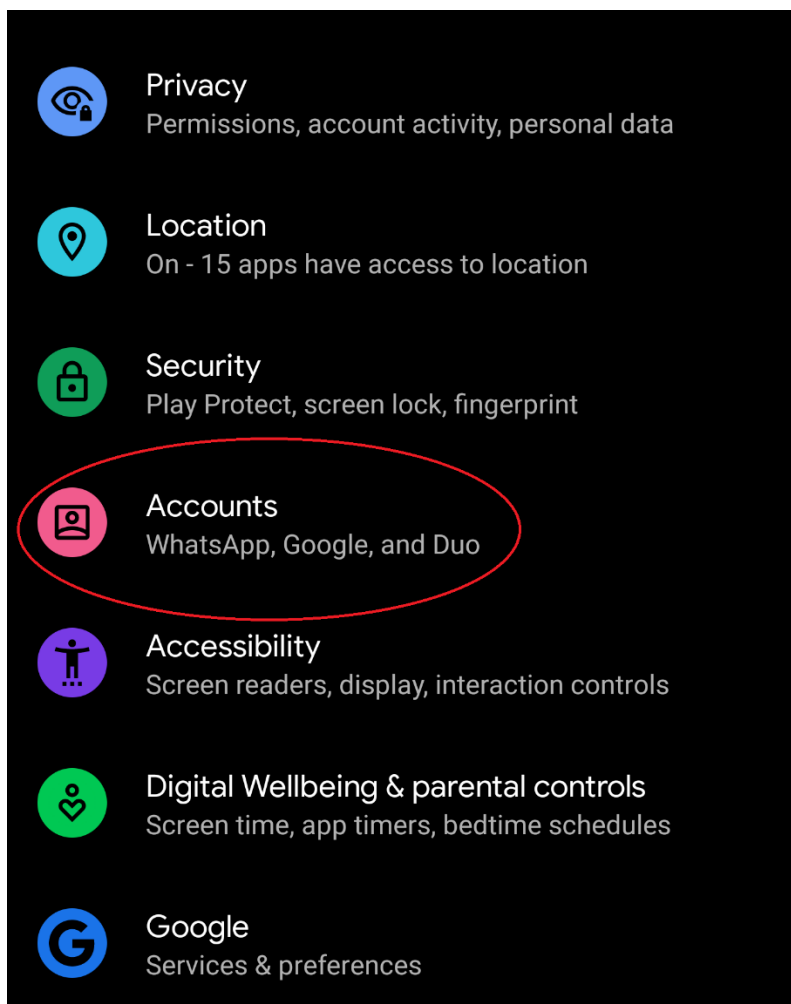


How to Setting up Employee Email on an Android Device?

Locate the Settings icon on your Phone.

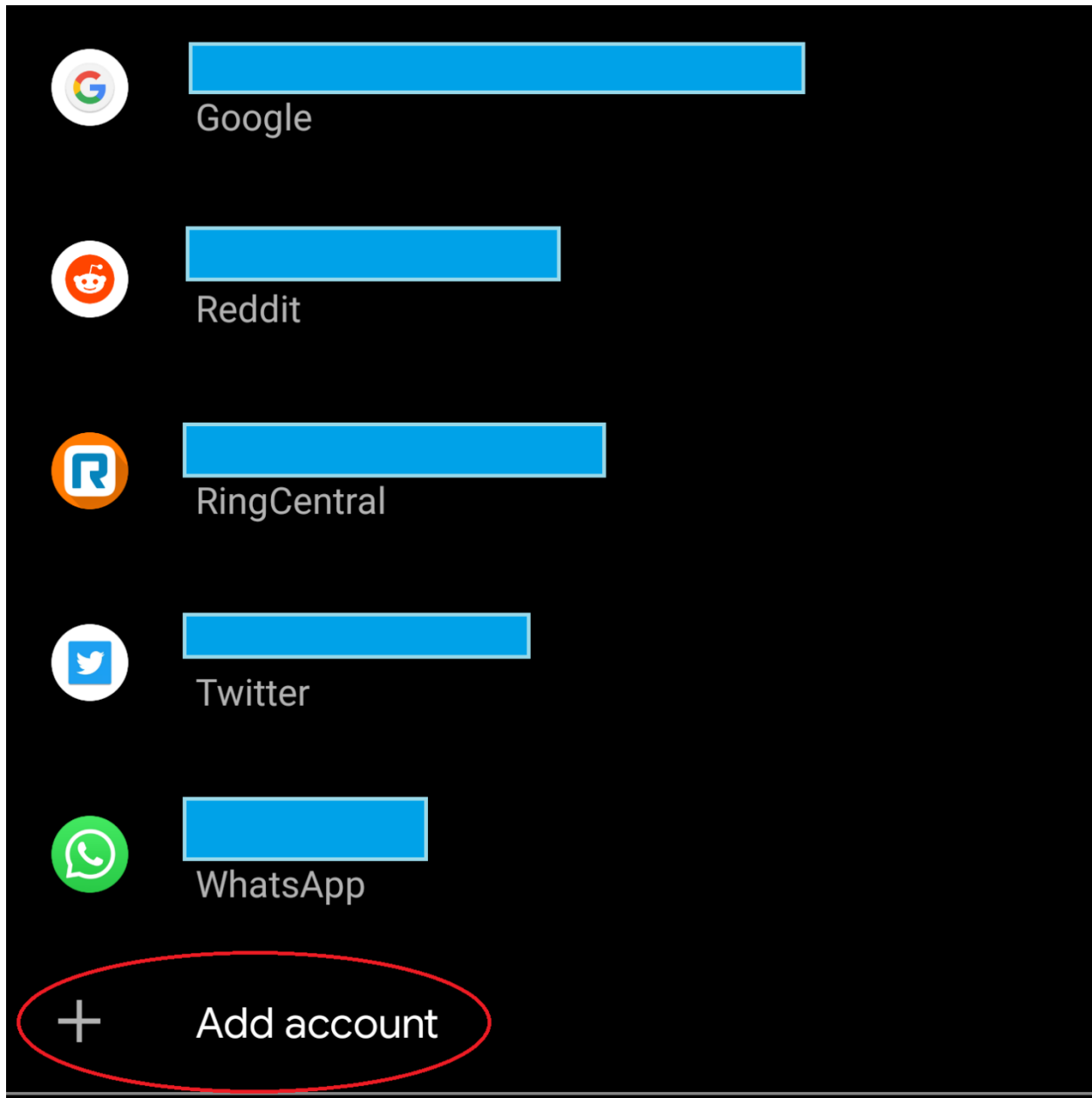


Scroll down to "Accounts".



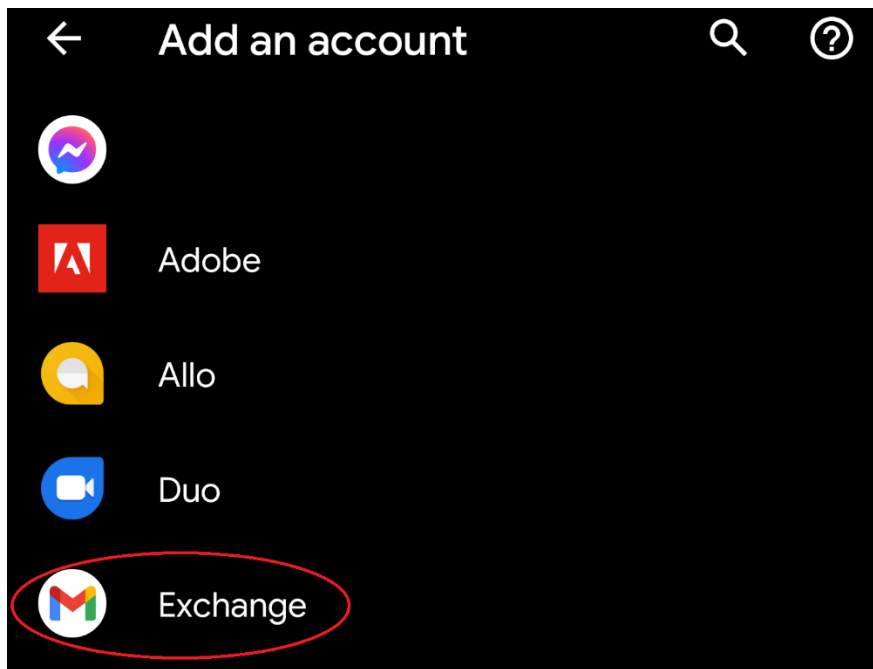
Next Page ->

Under "Accounts" scroll down to "Add account"

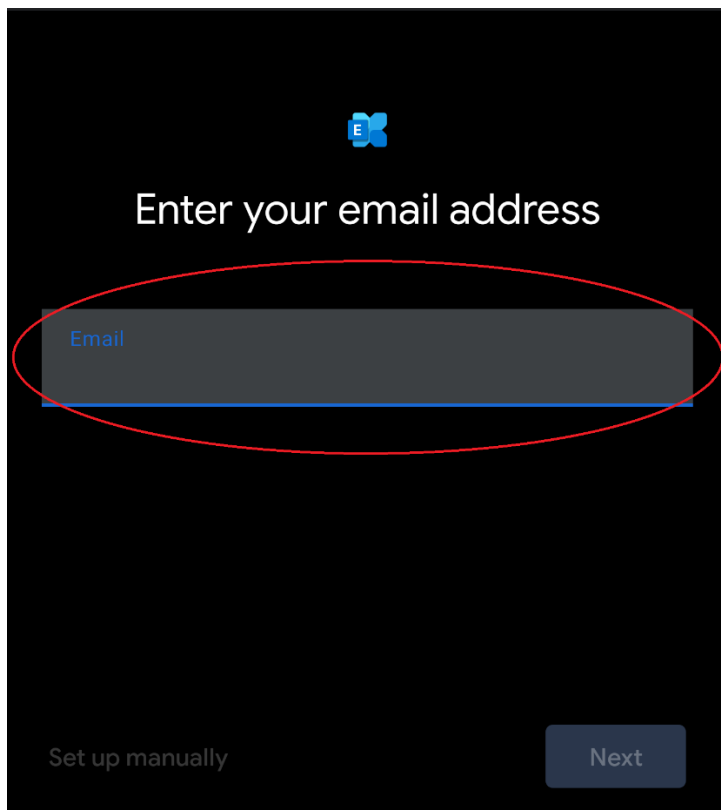


Next Page ->

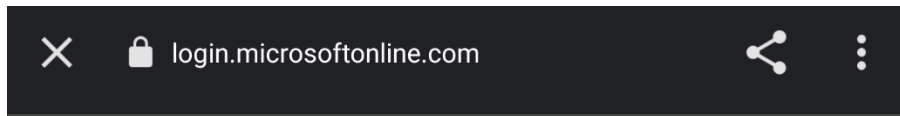
Click "Exchange" for the account type.



Enter your full NYIT email address.



It will bring up the Microsoft Login Screen. Where you will have to enter your NYIT Password.



Enter password

Password

Your account will be remembered on this device.

[Forgot my password](#)

[Sign in with another account](#)

Sign in

Next Page ->

After a few loading screens you will get "Your account is ready to go!" All you have to do is hit done.

