Adding UofM Mail to Android OS

1. Tap **Settings**
2. Tap **General**
3. Tap **Accounts**
4. Tap **Add Account**
5. Tap **Microsoft Exchange ActiveSync**
6. Enter your email address (uuid@memphis.edu) and your email password. Click **OK**.

*Click **Manual Setup**, if setup could not connect to the server.

7. Enter the following information:
   1. **Domain/Username**: username@memphis.edu
   2. **Password**: your University of Memphis password
   3. **Exchange Server**: outlook.office365.com

   Domain: If available, leave blank

8. Name your account. Click **Done**.

9. Select your **Account Options**. Click **Next**.

10. A push notification will display. Approve the authentication using Duo.

You've added your email!

*If Asked, enter the following information:
   - Email address: username@memphis.edu
   - Password: your University of Memphis password
   - Exchange Server: outlook.office365.com
   - Domain: if available, leave blank

For further more detailed instructions see our documentation.