

Connecting Android to Outlook Exchange

Configure an Android device to access your Exchange calendar, contacts, and mail.

Before You Begin

The instructions below are based on Samsung Galaxy S5 with Android 4.4

Depending on your version of Android and the type of device you are using, you may find the instructions below do not precisely match the screens you see when setting up Exchange.

Connect to Wireless Network

To successfully setup the initial connection of your Android mobile device to the SCUSD Outlook Exchange Server, it is strongly recommended that you first connect to the SCUSD wireless network

Once you have successfully connected to SCUSD, please follow the directions below.

Configure Android for Exchange

To set up Android for Exchange, do the following:

1. Open Settings > Accounts & Sync > Add Account.
2. Select Microsoft Exchange ActiveSync
*This can also be listed as Corporate
3. Enter your email address and password.
 - o Your email address is username@scusd.edu
4. Press Next.
5. On Activation page, press OK
6. If you receive a Security Warning regarding Security Certificate please Continue
7. Please use the following for manual setup of Exchange server connection.
 - o Email Address: yourusername@scusd.edu
 - o Domain/Username: SCUSD-your-username
 - o Password: Your SCUSD Password
 - o Exchange Server mail.scusd.edu
 - o Use secure connection (SSL) Yes
8. Press Next. If you receive a Security Warning regarding Security Certificate, please Continue
9. You might receive a Remote Security Administration warning. The warning reads: The server mail.scusd.edu requires that you allow it to remotely control some security features of your phone. Do you wish to finish setting up this account? If you receive this warning, click OK

** Important! Be sure to not enable SMS Sync

