

Configuring Android device for BC Student Email

Configure your email with Exchange

Go to **System Settings**> **Accounts & Sync/Email** > **Add Account**

Choose **Exchange/Microsoft Exchange**

Domain/Username: your student email address and password

Server/Sever Address: outlook.office365.com

Use secure connection (SSL) and **Accept all SSL certificates**, then select **Next**.

Select the services you wish to sync with the Exchange server and when to sync. Press **Done**.

All the information should be verified and configured on your device.

Configure your email with IMAP

Go to **System Settings**

Accounts & Sync/Email > **Add Account** > **Other**

Enter your **email** (i.e. **username@bcmail.cuny.edu** and **password**) then select

Manual Setup.

Choose **IMAP:**

Incoming Server Settings

Username: Enter your student email address (username@bcmail.cuny.edu, and **password**)

IMAP server: outlook.office365.com

Security type: SSL (Accept all certificates)

Port: 993

Click **Next**

Outgoing Server Settings

SMTP server: outlook.office365.com

Security type: TLS (Accept all certificates)

Port: 587

Require sign-in: Make sure this is checked

Username: Enter your student email address (username@bcmail.cuny.edu, and **password**)

Click **Next**, and then **Done**.