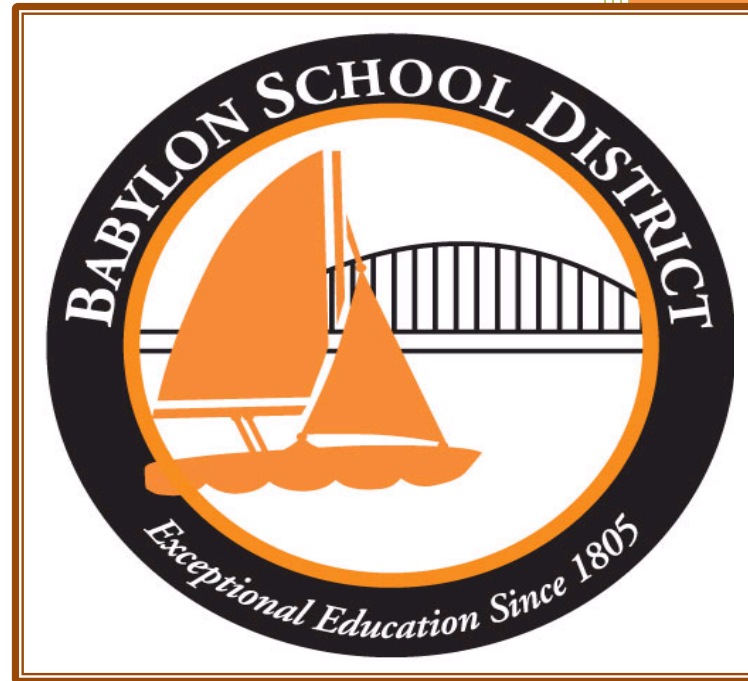


Android (Email) – Account Setup



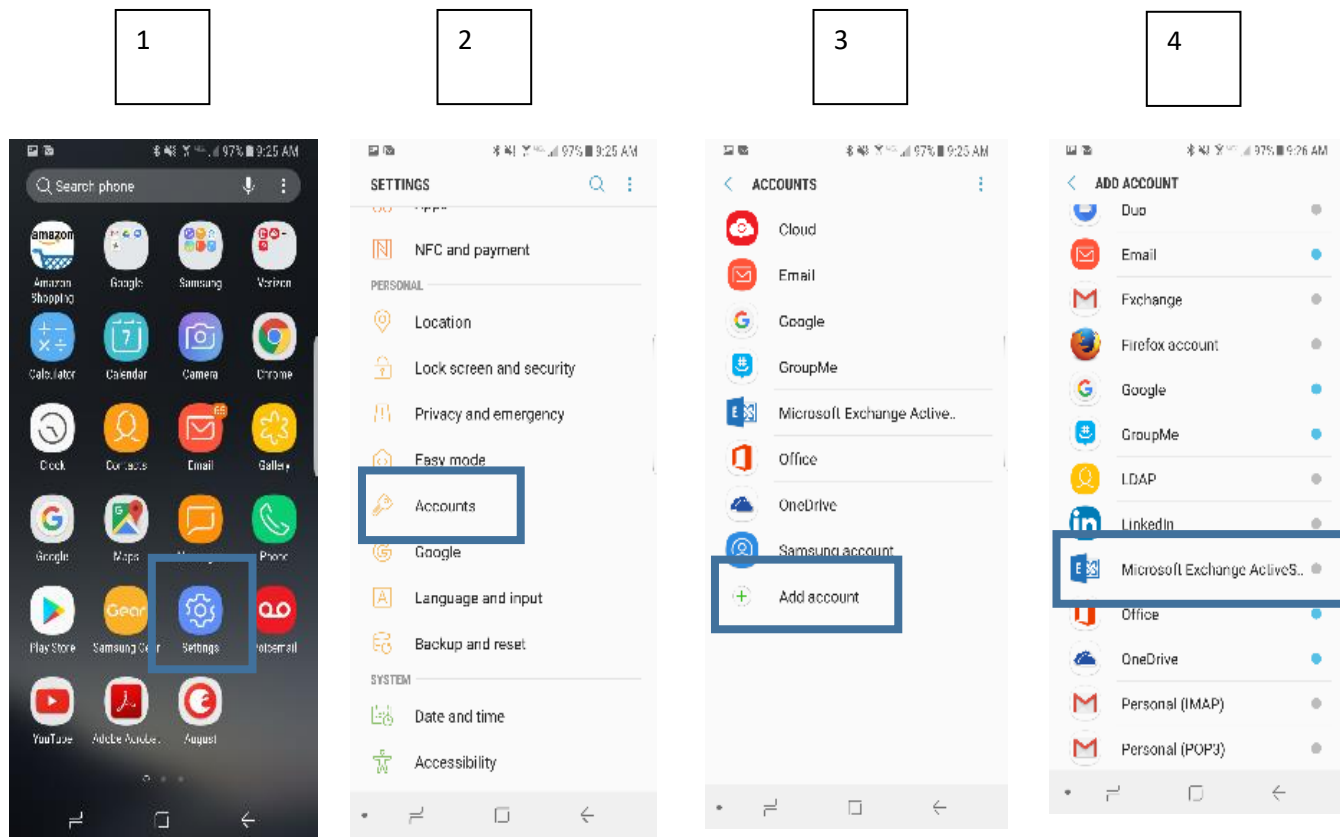
Technology Department
Babylon School District
50 Railroad Avenue
Babylon, NY 11702
www.babylon.k12.ny.us
(631) 893-7983

Android Email Setup:

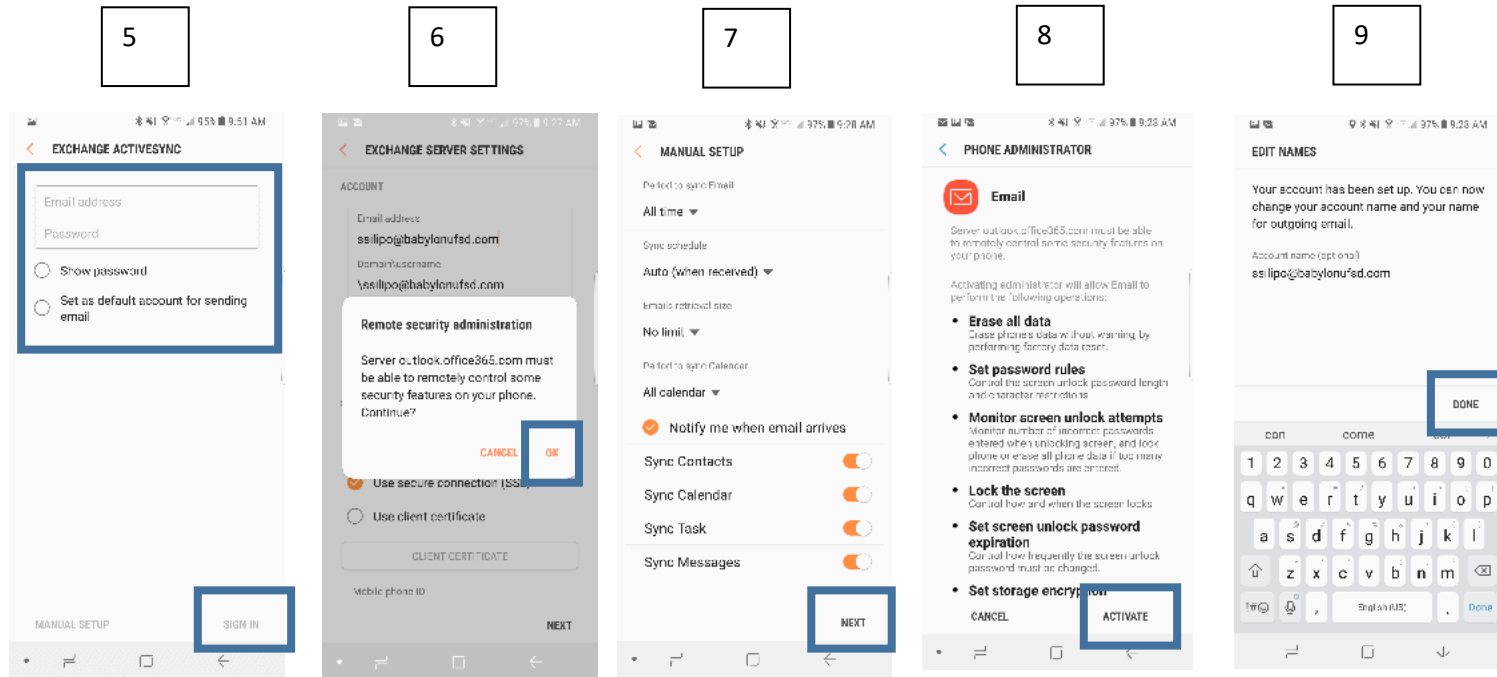
The Babylon Union Free School District is migrating email accounts to Office 365. Your email settings can be configured on either a desktop client (Windows, Mac OS X) or a mobile device (iPhone/iPad (iOS), Android).

The instructions are written based on Android 7.0 and using a Samsung Galaxy S8 phone. Some devices may look a little different but should follow the same process.

- (1) Click on the **Apps** icon and **Settings** icon, (2) click on **accounts**, (3) click **add account**, (4) select **Microsoft Exchange Activesync**,



(5) enter your Office 365 Email account, password and click sign in, (6) click OK, (7) change your settings if you like and click next, (8) click Activate, (9) Edit Account Name if you like and click done.



If you have any questions, please contact Steve Silipo (ssilipo@babylonufsd.com) or Dave Dileo (ddileo@babylonufsd.com).