


Exchange account (Corporate Sync) is for Microsoft® Exchange server e-mail accounts.

Password: <Your Wesley password>

Server: webmail.wesley.edu

Proxy: <Leave Blank>


### Gingerbread Instructions

1. From the home screen tap  > **My accounts** > **Add Account** > **Corporate sync**.  
\*Note – Older Android models might show “Exchange Activesync” as an option, if so, select that and proceed.
2. Enter your full e-mail address & password. If your Exchange Server does not support auto-detect, you’ll need to enter your Exchange Server settings. The settings will be listed below.

Tap the menu key  and select **set up manually**



### **Android 4.0 (Ice Cream Sandwich) Instructions**

1. From the home screen touch  > **Settings** > **Accounts & Sync**

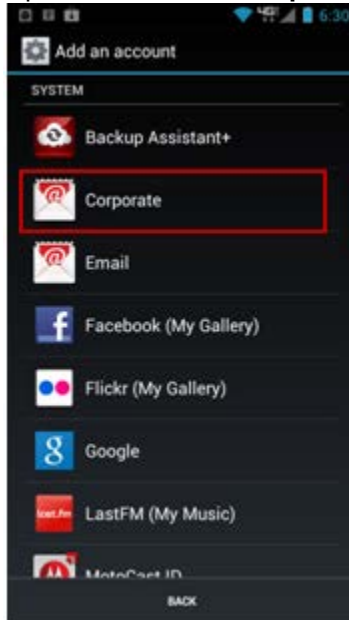
3. On the next screen, additional fields will be displayed. Enter the details below:

E-mail Address:

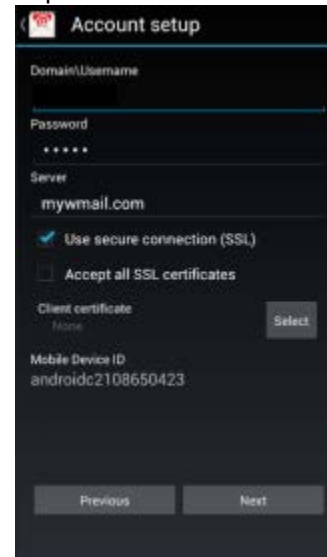
Firstname.Lastname@email.wesley.edu

Domain: Wesley

2. Tap **Add Account > Corporate**

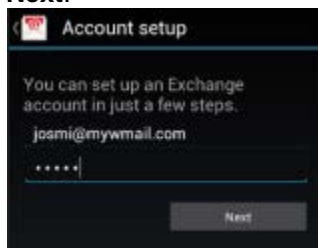


Tap **Next**.



3. Enter your email address and password and tap

**Next.**



4. Enter the information as follows:

Domain\Username:

<PC/Webmail Logon ID>

Password: <Your Wesley Password>

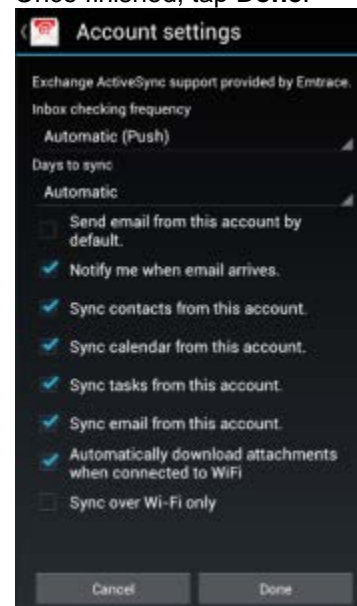
Server: webmail.wesley.edu

Use Secure Connection (SSL): Checked

Accept all SSL certifications: Checked

5. Tap to select the desired Account settings.

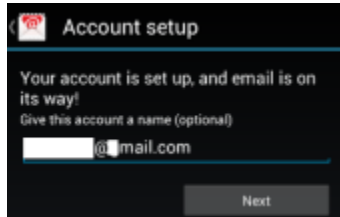
Once finished, tap **Done**.



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6. Enter a name for the account and then tap

**Next.**



The Microsoft Exchange ActiveSync account is now set up.