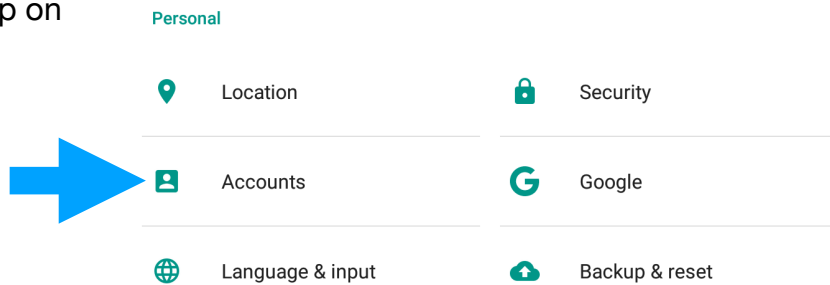


Add Your Westfield State Account to an Android Device

Open the Settings app on your Android device.



Within the Settings app, tap on 'Accounts'.



Tap 'Add account'. Select 'Exchange'. Enter your email address and tap 'NEXT'. Enter your current password and tap 'NEXT'. A 'Redirect request' warning will pop up; click 'OK'. If you are a student, change the 'Server' to 'outlook.office365.com' and tap 'NEXT'. If you not a student simply tap 'NEXT' again. A 'Remote security administration' warning will pop up; click 'OK'. The device will ask you if you would like to 'Activate device administrator?'; click 'ACTIVATE'. Enter a name for the account that will be displayed when sending messages and tap 'NEXT'.

