

## Setting up E-mail on your Smart Phone or Device

In setting up a Smart phone over device, the following settings will be needed. This reflects the server name changes different than the original file sent out a couple of years ago.

- Type of email account: Exchange or Outlook (you may be able to use webmail if already using Exchange/Outlook for another account)
- Username: The Sachem username used to log on to the Sachem Computers/Email
- Password: The Sachem password you use to log on to the Sachem Computers/Email
- Servername: webmail.sachem.edu
- Domain: sachem.schools.local
- SSL: This box usually needs to be checked. A popup will often display that security must be enabled and you have to click yes.
- **Username Note** - Some systems want the domain with the username. In this case, make sure to use the appropriate forward slash, such as: sachem.schools.local\jsmith
- You would need to decide the types of items to sync, such as contacts, calendars, etc., and the length of time you wish to sync backwards. i.e.-last 2 weeks, month, etc.

### Examples

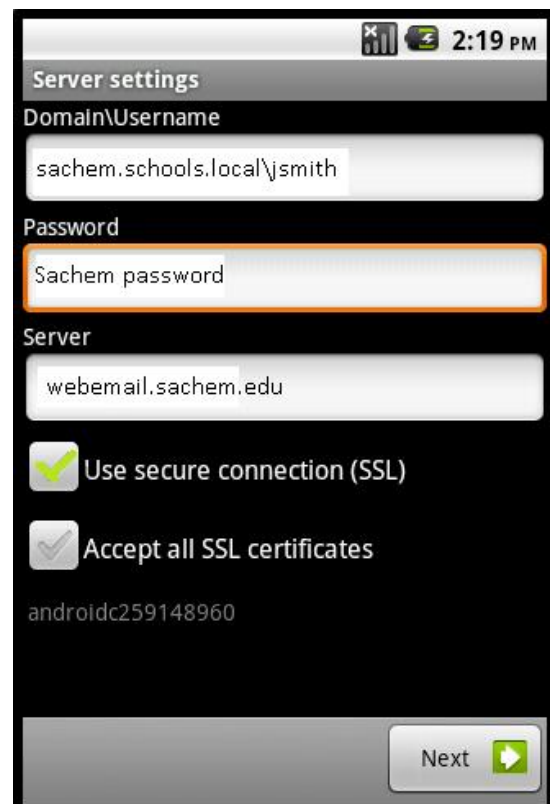
iOS users



The screenshot shows the 'Settings' app on an iOS device, specifically the 'PC Email' section. The status bar at the top shows 'Runaway', signal strength, Wi-Fi, '1/6 - 14:57', and 37% battery. The settings are as follows:

|             |  |
|-------------|--|
| Email       | sachemusername@sachem.edu              |
| Server      | webmail.sachem.edu                     |
| Domain      | sachem.schools.local                   |
| Username    | Your Sachem Username                   |
| Password    | Your Sachem Password                   |
| Description | Sachem E-mail                          |
| Use SSL     | <input checked="" type="checkbox"/> ON |

Android users



The screenshot shows the 'Server settings' screen on an Android device. The status bar at the top shows signal strength, Wi-Fi, and '2:19 PM'. The settings are as follows:

|                             |                                     |
|-----------------------------|-------------------------------------|
| Domain\Username             | sachem.schools.local\jsmith         |
| Password                    | Sachem password                     |
| Server                      | webmail.sachem.edu                  |
| Use secure connection (SSL) | <input checked="" type="checkbox"/> |
| Accept all SSL certificates | <input checked="" type="checkbox"/> |
| androidc259148960           |                                     |
| Next                        | <input type="button" value="Next"/> |