Email Setup for Android phone

1. Go to the settings option on your phone. Then select Accounts.

2. Find the Add Accounts option
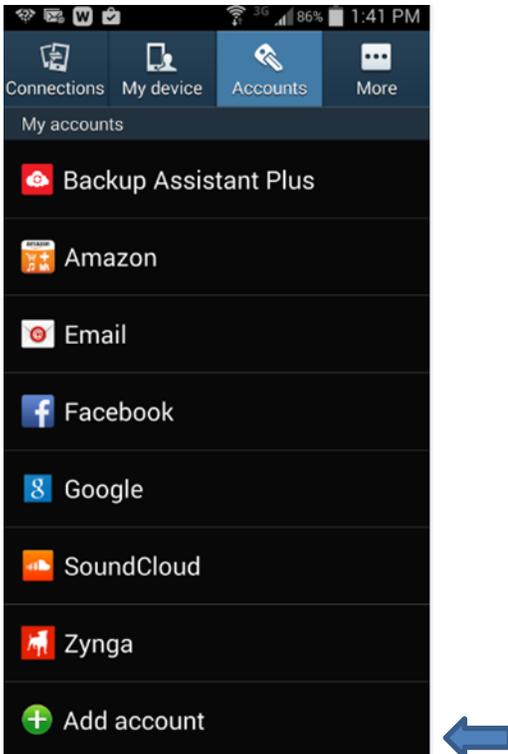
3. Select Microsoft Exchange ActiveSync
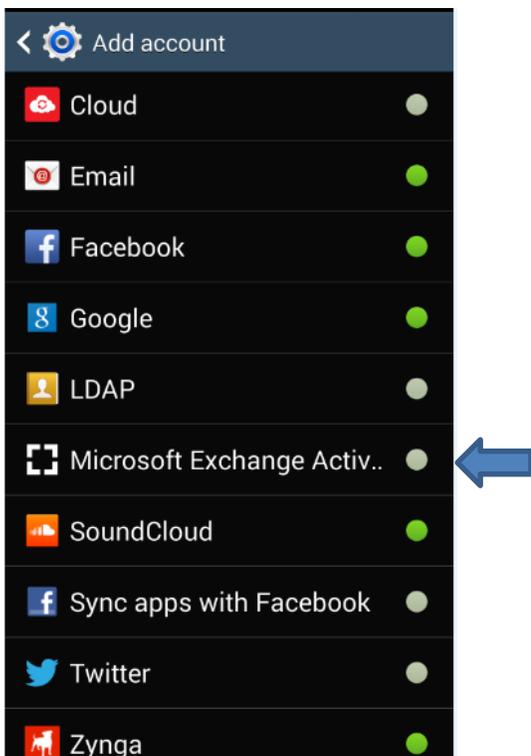
4. Enter you email address and password and then click Next.
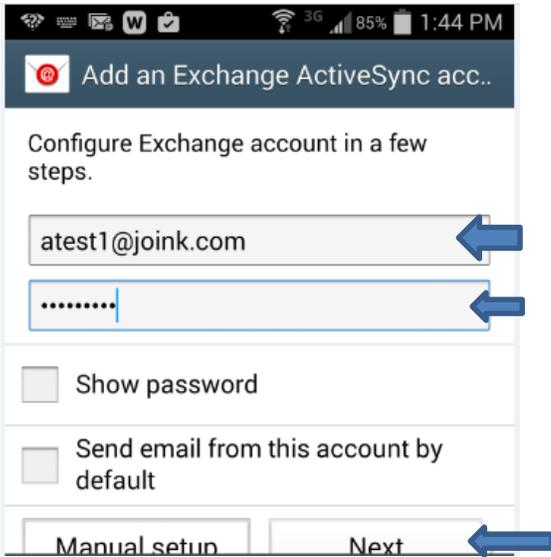
5. You will see the screen below, click Next.
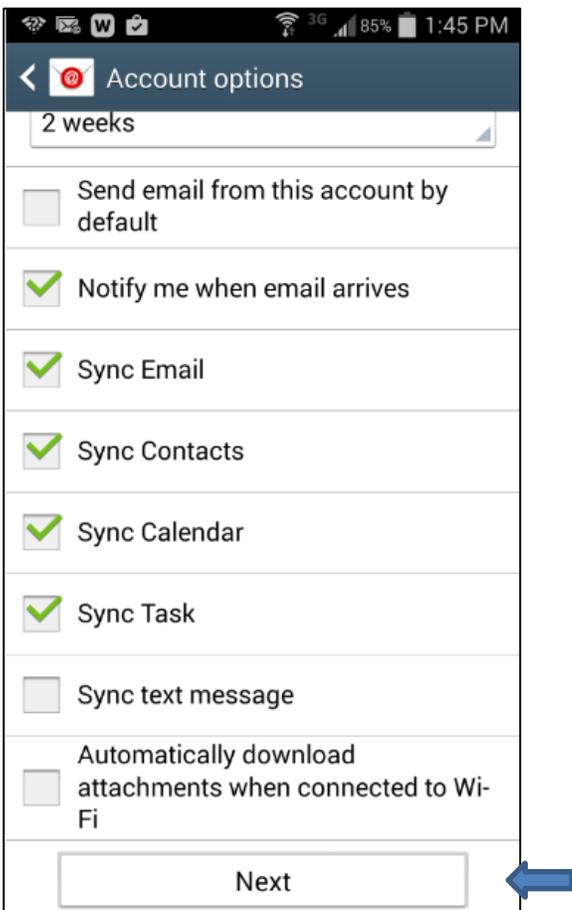
6. You will then see the screen below. Click next.
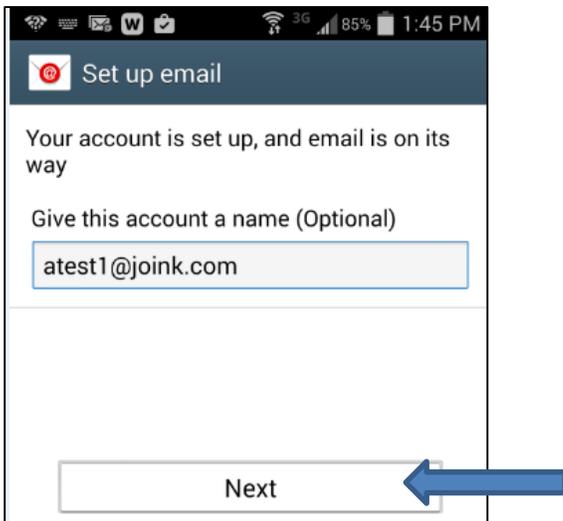
7. Your account is setup; all you need to do at this point is find the email icon and open it.