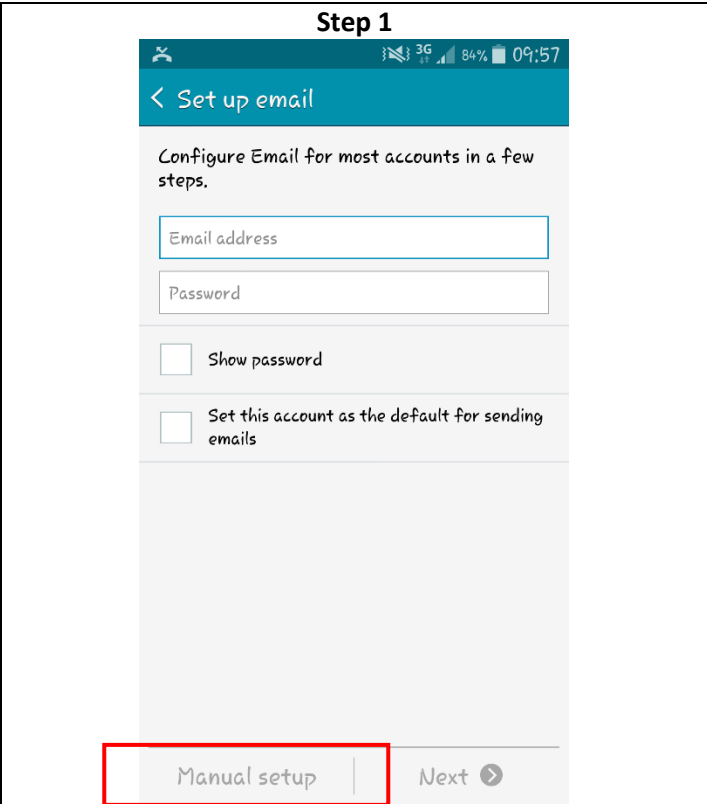
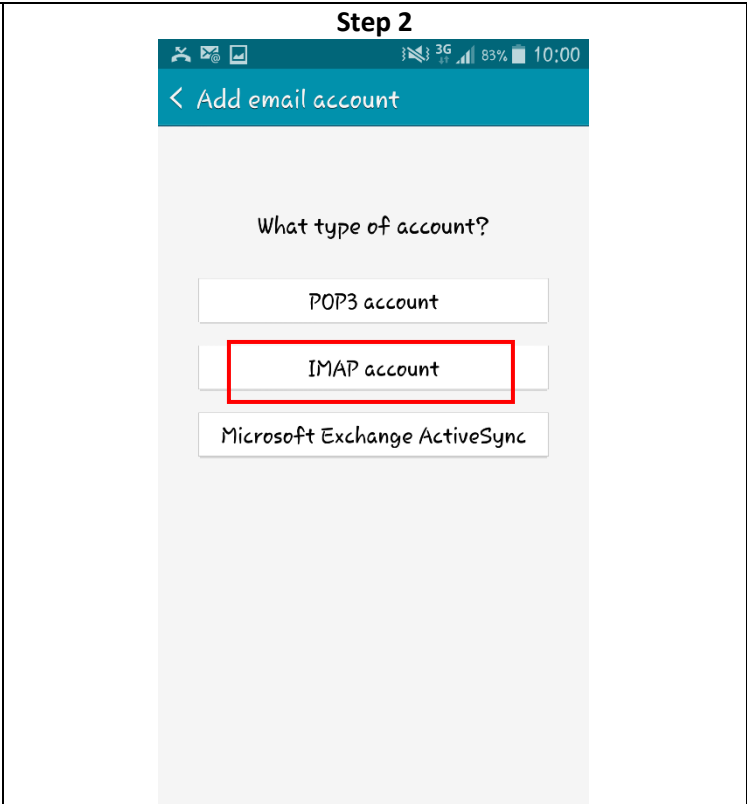


Setting up mail on Android Phone

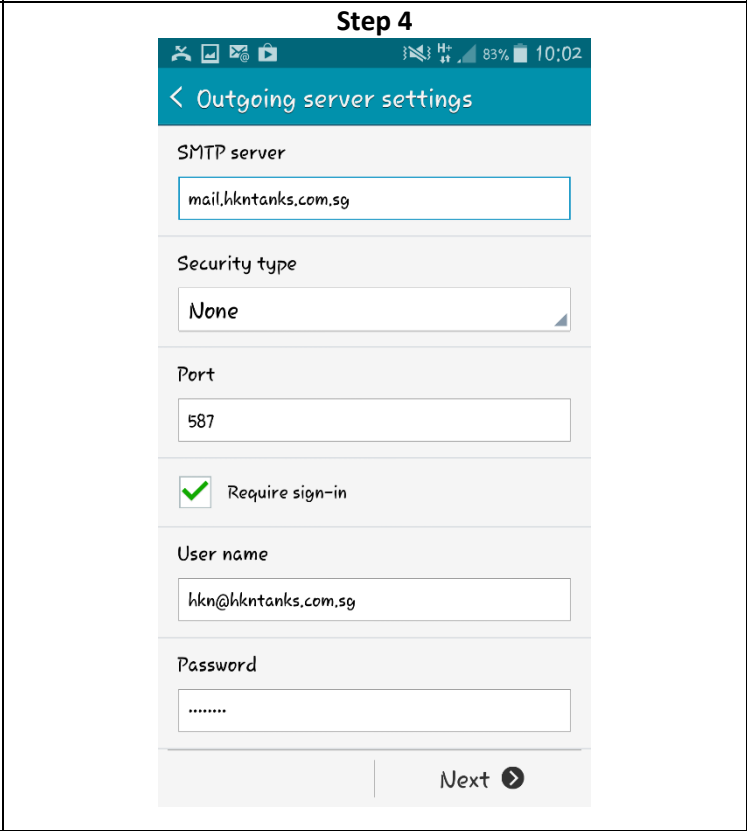
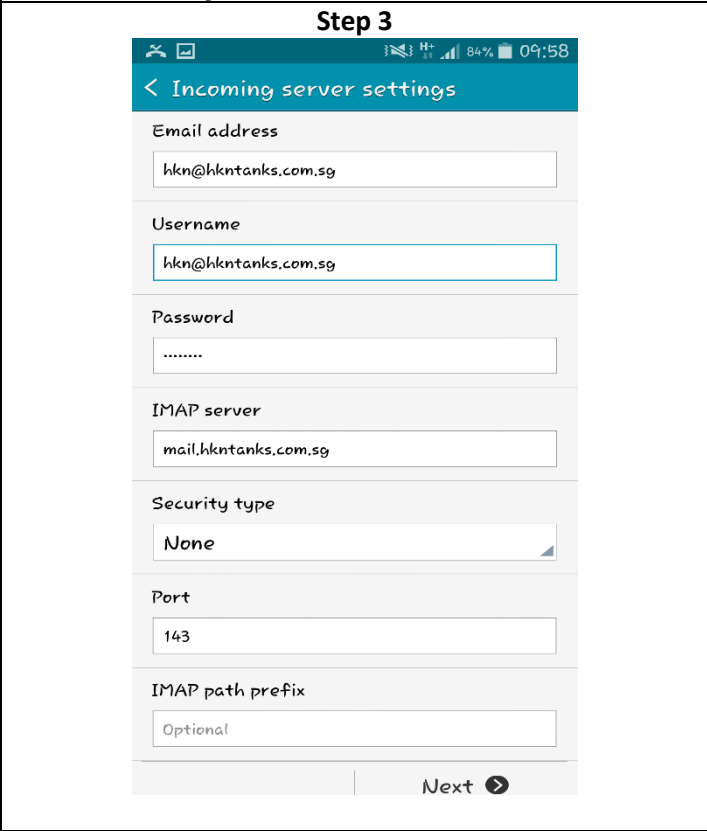
Go **Settings**, under Applications Setting tap in to **Email** -> **Manage Accounts** -> **Add Account (+)**



Enter Email and Password -> Choose Manual Setup



Choose IMAP account



Step 5

The screenshot shows the 'Account options' screen for an email account. At the top, there is a back arrow and the title 'Account options'. Below this, there are several sections:

- Period to sync Email:** A dropdown menu set to '2 weeks'.
- Sync schedule:** A dropdown menu set to 'Every 15 minutes'.
- Peak schedule:** A dropdown menu set to 'Every 15 minutes'.
- Sync Email:** A checked checkbox.
- Set this account as the default for sending emails:** An unchecked checkbox.
- Notify me when email arrives:** A checked checkbox.
- Automatically download attachments when connected to a Wi-Fi network:** An unchecked checkbox.

At the bottom right, there is a 'Next' button with a right-pointing arrow.

Click Next and you're all done!