

# ANDROID DEVICES



## Sync Your ACES Email to a Mobile Device

**\*Process and navigation may vary depending on device and version of Android\***

- Open account settings and select to add a new account.
- Tap Exchange ActiveSync.
- Enter your student email address: ACES-ID@student.alamo.edu
- Enter your student email password (NOT ACES Password). To find it: Access ACES > Student Tab > Web Services > Personal Information > View Email Password. Your email address will be in the format "username@student.alamo.edu"
- Tap Next.

(Note: Most Android devices support auto configuration and will enter in the required server information for you. If auto configuration fails, please see Manual setup instructions below.)

If prompted, select to allow remote security administration.  
Continue configuring your phone and features per your preferences and tap Next.  
Give the account a name or keep the default provided and tap Done.

### MANUAL SETUP

- Email address – ACES-ID@student.alamo.edu
- Domain\username – ACES-ID@student.alamo.edu
- Password – your student email password.
- Exchange server – outlook.office365.com
- Verify Use secure connection (SSL) is checked.
- Select Next.



If prompted, select to allow remote security administration.  
Continue configuring your phone and features per your preferences and tap Next.  
Give the account a name or keep the default provided and tap Done.



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The Center for Distance Learning is not responsible for email connectivity.