How do I setup an Android phone with a Graduate Center email account using Exchange? (Staff email)

1. From Home screen, navigate **Settings > Accounts**, then tap corporate.

2. Enter your GC email address and press the right arrow. Then enter your GC password and press the right arrow again. This will automatically retrieve the account information. You will also see the remote Security Administration message, press Ok.
3. From account options, choose your settings and press the right arrow.

4. On the “activate device administrator” screen, scroll down and click on activate this device administrator. On the next screen, you will be able to name the account before finishing.