OVERVIEW

This guide will demonstrate how to set up your John Marshall Student Email account on your Android Smartphone or Android Tablet.

PROCEDURE

1. Navigate to all apps, and open Email

2. Select Microsoft Exchange
3. Enter your John Marshall email address and password and push "Next"

4. Adjust the settings on this Account Settings screen to your preference, or just push "Next"
5. You can change the account name (this only affects the name on your device). Push “Next”