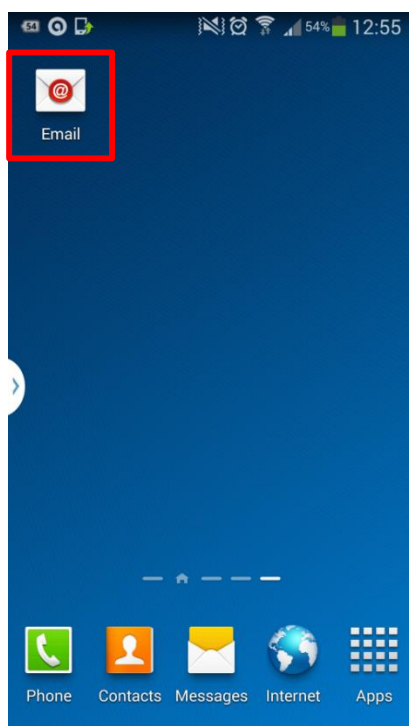


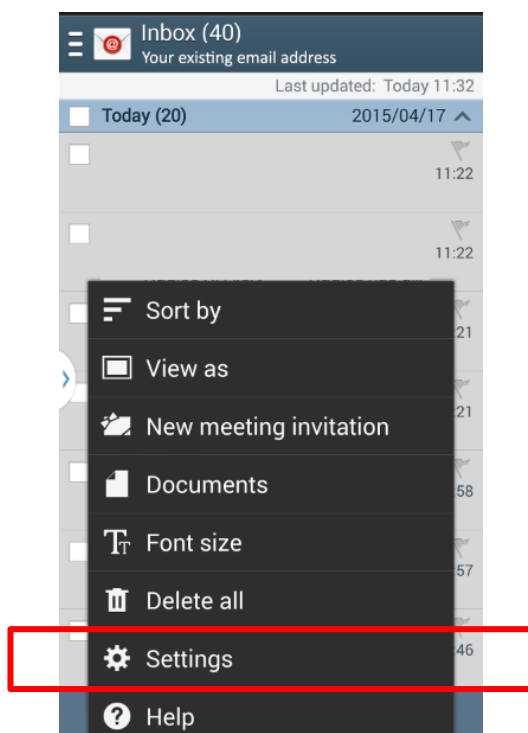
Setup Email on Android 4.3 or above

1. Select “Email” on your Android device.

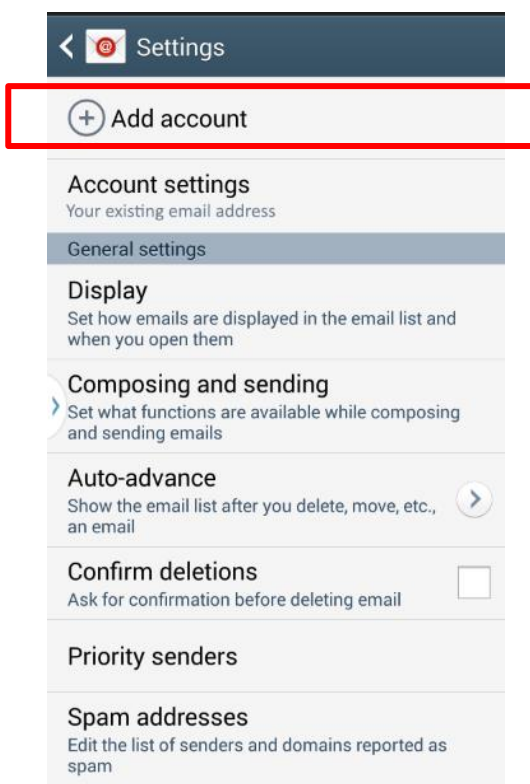


2. If this is the first time you are setting up your email account on the Android device, please go to step 4.

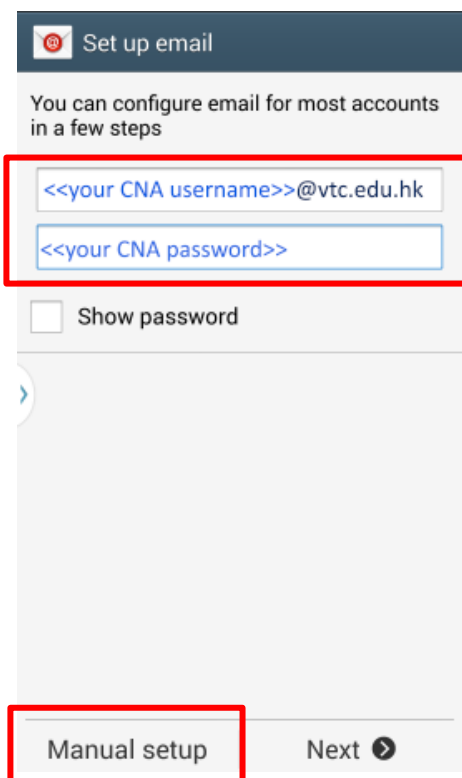
If you have added another email account in Email app, please open the menu by clicking Menu button of device, then select “Settings”.



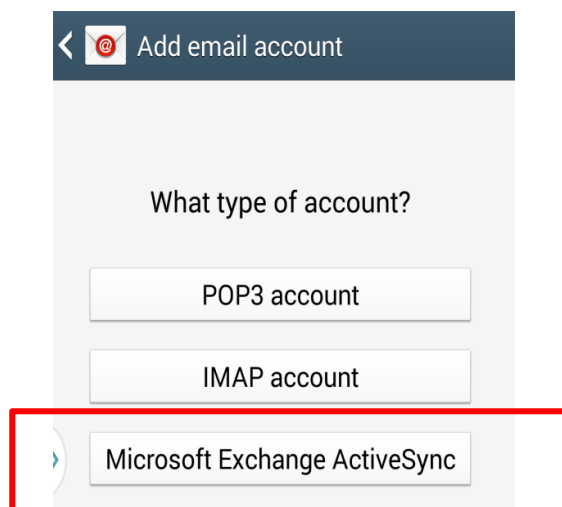
3. Select "Add account".



4. Enter your VTC email address (for example: <<your CNA username>>@vtc.edu.hk) and <<your CNA password>>) and click "Manual setup".

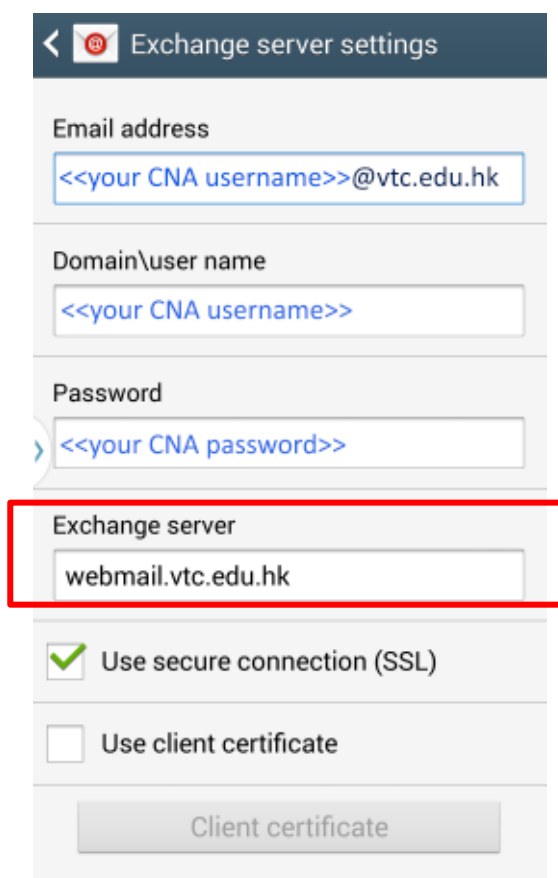


5. Select "Microsoft Exchange ActiveSync".

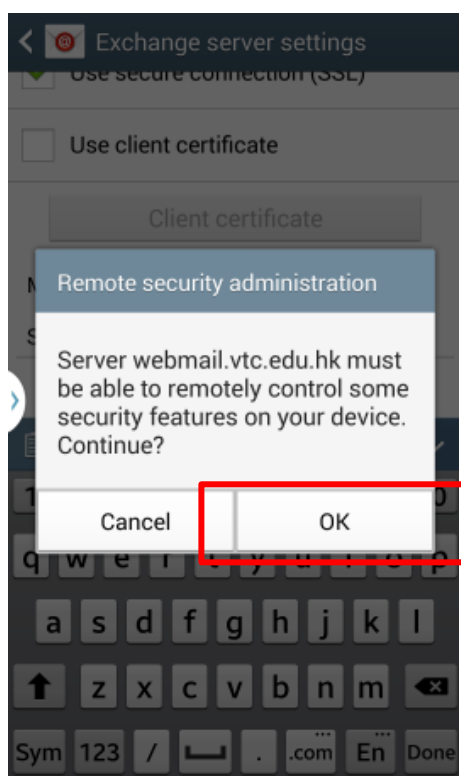


6. Enter the below Exchange server settings and then click "Next".

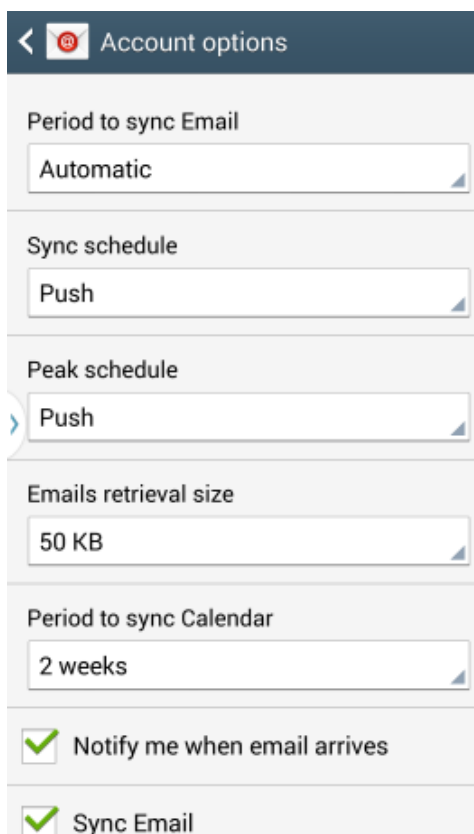
- Exchange server: webmail.vtc.edu.hk
- Use secure connection (SSL): On



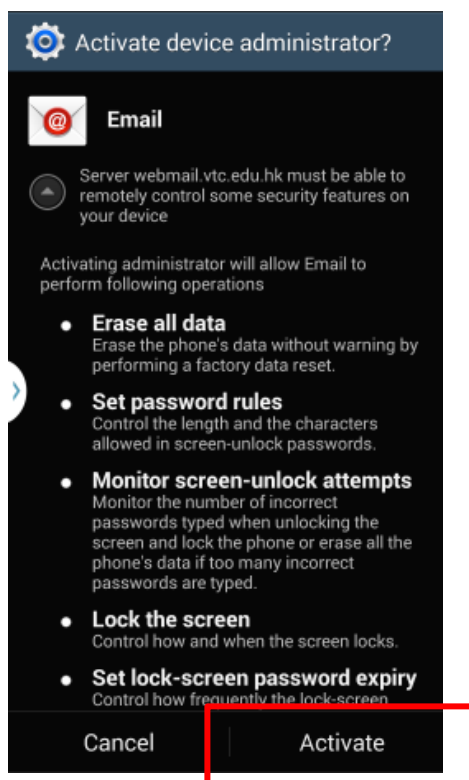
7. Click "OK" for Remote security administration.



8. Setup your account options and then click "Next".



9. Activate device administrator.



10. Setup account name (optional) and then click "Done".

