Samsung Email App

After Multi-Factor Authentication is setup, if you already had the mail app setup on your device you will need to update your password for the Samsung Email app.

Add Office365 email to Android built in Samsung Email app – OS version older than 8.0

1. Open the Email app and go to the bottom of the page to select **Add Account.**
2. Enter your CCU email address and app password that was created during MFA setup. (To create a new app password follow these steps: https://docs.microsoft.com/en-us/azure/active-directory/user-help/multi-factor-authentication-end-user-app-passwords#create-and-delete-app-passwords-from-the-additional-security-verification-page.)
3. Select **Manual Setup** in the bottom left corner.
4. On the pop-up select **Microsoft Exchange ActiveSync**.
5. You will be on the Exchange Sever Settings page. These settings should be filled in for you, but you will **need to update the Domain/username and change the Exchange server address.**
   Email address: username@coastal.edu
   Domain/username: **\username@coastal.edu**
   Password: App password
   Server Settings:
   Exchange server: change from coastal.edu to **outlook.office365.com**
   Ensure SSL is checked
   Select **Next.**
6. Review and adjusted the settings as needed on the manual setup page. When finished select **Next**.
7. A page for edit names will display. You can modified the display name of the account and the select **Done.**
8. An email activation screen will appear. Review and select **Activate**.
9. You will now be able to see your inbox.

   For additional instructions/screenshots visit: https://support.office.com/en-us/article/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c#ID0EAADAAA=Samsung_Email_app and choose the option for manual setup.

Add Office365 email to Android built in Samsung Email app – OS version 8.0 and newer

1. Open the Email app and go to **Settings - Add Account**.
2. Enter your CCU email address and password. Select **Sign in.**
3. The app may redirect to provider sign in. If so, enter your login information.
   If you are prompted to select an account type, select **Microsoft Exchange ActiveSync.**
4. Review email permissions and select **Yes** to confirm and continue.

5. Complete MFA verification.

For additional instructions/screenshots visit: https://support.office.com/en-us/article/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c#ID0EAADAAA=Samsung_Email_app.

Update password for Office365 in Samsung Email app

1. Open the Email app and click on the menu icon in the top left corner.
2. Select **Settings.** Scroll to the bottom of the page and select **Exchange Server Settings**
3. **Enter your App password** created during MFA setup if on an OS version older than 8.0. If on OS version 8.0 and newer enter CCU password. Select **Save** settings. (To create a new app password follow these steps: [https://docs.microsoft.com/en-us/azure/active-directory/user-help/multi-factor-authentication-end-user-app-passwords#create-and-delete-app-passwords-from-the-additional-security-verification-page)](https://docs.microsoft.com/en-us/azure/active-directory/user-help/multi-factor-authentication-end-user-app-passwords#create-and-delete-app-passwords-from-the-additional-security-verification-page).