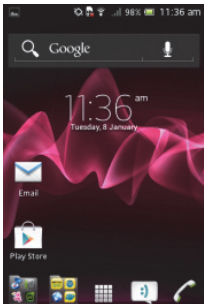


## Android Phone WH Email Configuration Guide

**NOTE: By configuring your Android Phone to access Western Health email, emails sent and received**

**WILL COUNT TOWARDS YOUR DATA USAGE**

**Regardless of whether your mobile has been WH provided or it is your personal phone.**



Find "Email"

Tap **Apps**.

Tap **Email**.



Enter email address and password

Tap **account@example.com** and key in your email address: **First.Surname@wh.org.au**

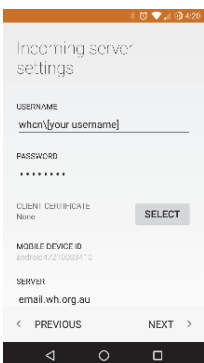
Tap **Password** and key in your password.

Tap **Manual setup**.



Select account type

Tap **Exchange**



Enter domain, username & password

Tap the field below **Domain\user name**: **WHCN\Username**

**Password = Usual network password**



### Enter server address

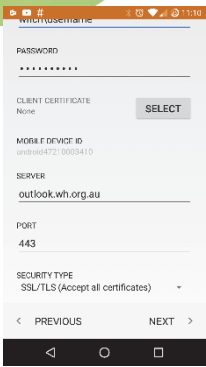
Tap **the field** below **server** and key in the server address:

**outlook.wh.org.au**

Under **Port**, enter **443**

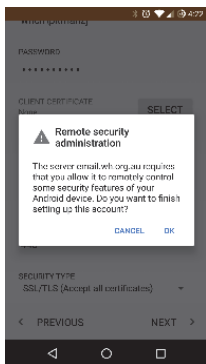
Under **Security Type**, select **SSL/TLS (Accept all certificates)**

Tap **Next**.



### Select OK for Remote Security Administration

Tap **OK**.

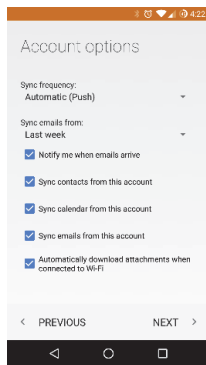


### Synchronisation

Select interval for synchronisation -> Tap **the drop down list** below **Sync frequency** -> Tap **Push, Manual** or **the required interval**.

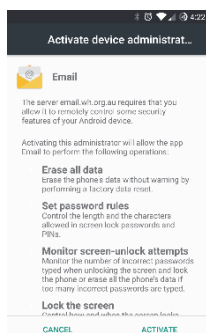
Select period to sync emails from -> Tap **the drop down list** below **Sync emails from** -> Tap the desired option

Select data types for synchronisation -> Tap the following data types to turn synchronisation on or off - **>Sync Email -> Sync Contacts ->Sync Calendar** (When the menu item is ticked (V), synchronisation is turned on) -> Tap **Next**.



### Activate Device Administrator

Tap **Activate**.

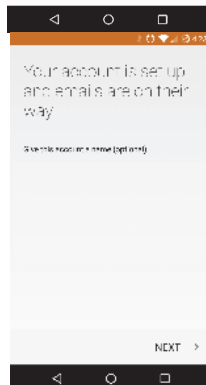


### Enter account name

Tap **the field** below **Give this account a name** and key in the required name: **WHS Email**

### Finish setup

Tap **Next** -> Tap **the Home key** to return to standby mode.



(ANDROID VERSION 6.0.1)



Western Health