Sync Your Midstate College Email to Android Device

What you will need:

Android device running a current version of Android

Your Midstate College username (e.g. jqpublic), email address (e.g. jqpublic@midstate.edu) and password.

Disclaimer: Android OS is a wide spread and open source OS that can be modified by manufacturers. As such, Midstate College cannot guarantee that your device will be able to sync with our email or it is not done the same way. It is dependent on the vendor and their modifications.

Step 1: Navigate to your home screen on your Android device.

Step 2: Open your apps or settings

Step 3: Select the email app

Step 4: If you went through settings, go to Accounts and choose "add account"

Step 5: Select Add Account…

Step 6: Enter your full email address (example@midstate.edu) and your password and select manual setup.

Step 7: Select Exchange for the account type

Step 8: Enter the Server and domain information: mail.midstate.edu and Midstate respectively. Depending on your version of Android, you may have to put the domain name in front of your username.

Step 9: Make sure to check the "Use secure connection (SSL)" and "Accept all SSL certificates" checkboxes. If it asks for a

port number leave it at what it is by default

Step 10: You will get a permissions dialog box pop up next. It will ask that you allow Midstate's servers to remotely control some

features. Tell it OK.

Step 11: Set the settings at your discretion.

Settings Explained:

Inbox checking frequency: By default this is set to Push. This means that as soon as the emails come in on the mail server it will be pushed to your phone. You can set this to check at time intervals if you prefer.

Days to Sync: This is the amount of mail saved on your phone. If you choose a week for example, only 1 week

prior to the current day will be saved on your phone.

Automatically download attachments when connected to WiFi: If you have any emails with attachments, this setting will automatically download the attachment when you are connected to a wireless network. This does not include 3G or 4G for data limit reasons.

Additional Settings: The additional settings are fairly self-explanatory but if you have any questions please feel free to contact Technical Support.

Step 12: Your Midstate email should now be synced. The last thing that you should have to do is allow permissions. Most of the permissions your Midstate email will not use but you still need to accept them. These permissions are for companiesthat are strict on their security policies. Please note that Midstate email will not use features such as "Erase all data", "Set password rules", "Monitor screen lock attempts", etc. Again these features are for companies that use advance security policies to keep potentially sensitive information safe. After you accept the permissions you will be finished and your email synced.