Student Email on Android Device

Follow these steps to set up your device to receive emails from your @reddies.hsu.edu address:

Recommended App: Microsoft Outlook

1. Launch the Microsoft Outlook app
2. Select “Office 365” when adding an account
3. Type your full email address and password

That’s it! This is the easiest way to set up your student email on your Android device. Continue with the document if you’d like to use a different Email App.
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The Android Operating System has many mail applications available. The following steps are done using the “Gmail” app from Google; the setup process should be similar on other mail apps.

1. Tap the Menu button in the upper left of the Gmail app
2. Scroll down and click “Settings”
3. Tap “Add Account” and enter your @reddies.hsu.edu email address
4. Pick the “Exchange” option
5. Type your password
6. Change the “Server” section to: pod51011.outlook.com
7. Leave all other settings Default
8. You will receive a warning like the one below. You must allow it.

9. Finally, select your sync options:
All done! You should receive a screen like the one on the left, and your mail should begin syncing shortly.

You may also receive a screen like the one below. You must “Activate” in order to sync campus emails.

If you have trouble with any of these steps, feel free to call Computer Services Help Desk at 870-230-5678