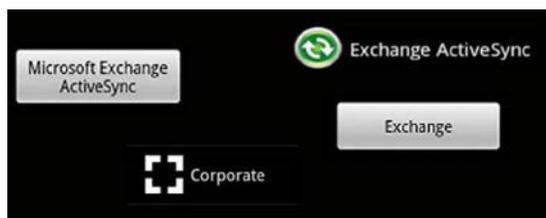


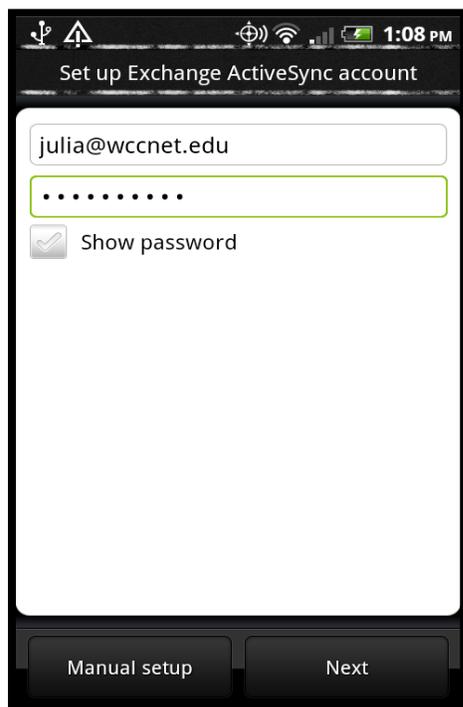
How to Set Up Your WCC Email on an Android Phone

Follow these steps to set up your Android device to access your WCC email account. The steps may be a little different on different models of Android phones, but the information will be the same. If these directions do not work with your phone model, try doing an online search for your phone's user manual.

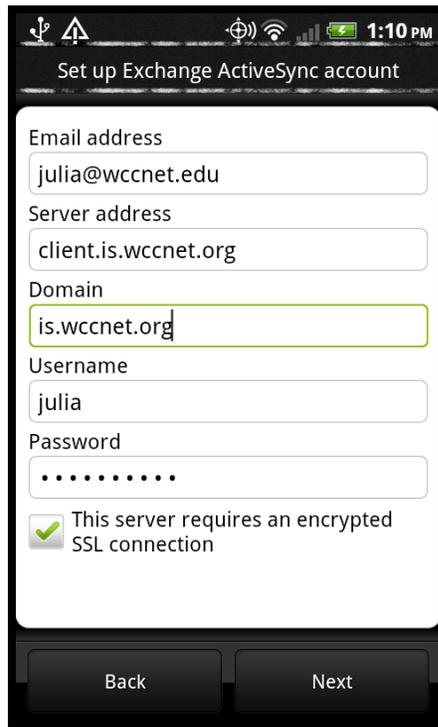
1. Select **Accounts and Sync** from the **Settings** Menu or just go to **Accounts** on the Home screen.
2. Choose **Add Account**. Different phones have different wording, but you should see **Corporate**, **Corporate Sync**, **Exchange**, **Exchange Active Sync**, or possibly **Microsoft Exchange**.



3. Enter your WCC email address and password. Each time you change your password, you'll need to go into your phone and change the password to match.



4. Tap on Manual Setup.



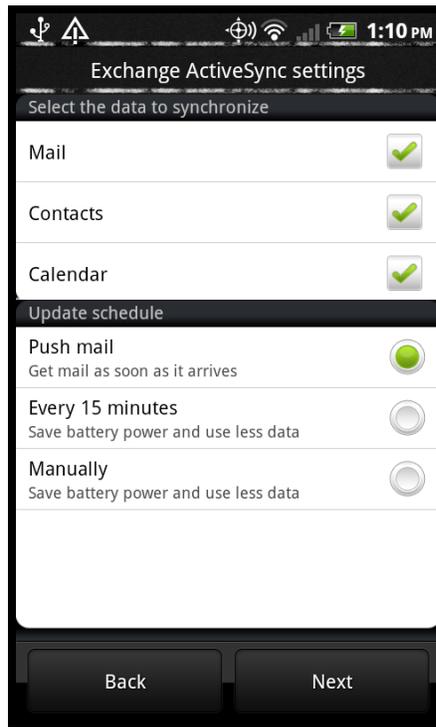
5. Fill out the fields with the following information:

- Server address: client.is.wccnet.org
- Domain: is.wccnet.org
- Username: Your WCC username (the portion of your email address before the @ sign)

6. Select the box to Use secure connection (SSL).

7. Select the box Accept all SSL certificates.

8. If you wish, on the Exchange ActiveSync settings screen you can:



- Select the **frequency** with which you wish to sync your phone with the webmail server. By default it is set to “Automatic” or “Push,” which means that it is connected constantly to the server and you will receive messages the instant that the server receives them.
- You can also select if you want to sync the mail, calendar, and contacts.
- On some Android phones you can choose the length of time/amount of messages you wish to synchronize in the **Amount to synchronize** section.
- Check **Send email from this account by default** if you want your WCC email to be the default account on your phone.
- You can choose how you want to be notified when an email arrives under **Notifications**.