

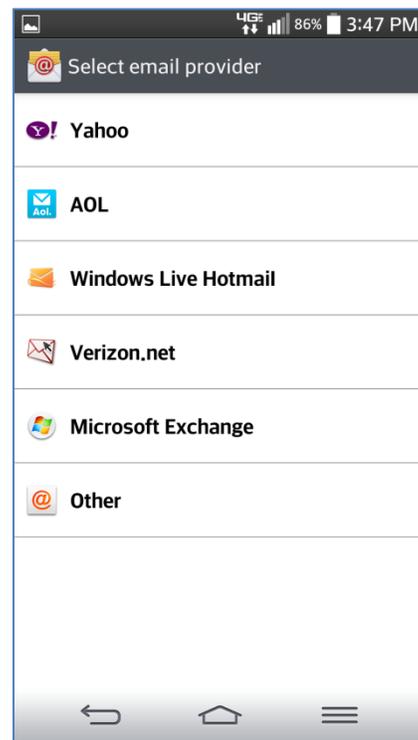
How to Set Up your Harding E-mail on an Android Device Using the E-mail App (Not Gmail App)

We recommend using the **Gmail App** on your Android device for your Harding email. However, if you want to use the email app that comes with your Android device, you may do so. Please follow these instructions.

Open the **email app** – your icon should look similar to this, but may vary, depending on your flavor of Android



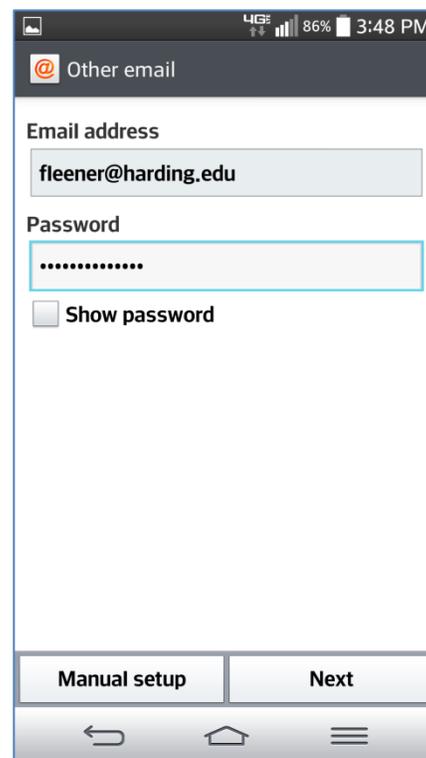
Click on **“Other”** for email provider



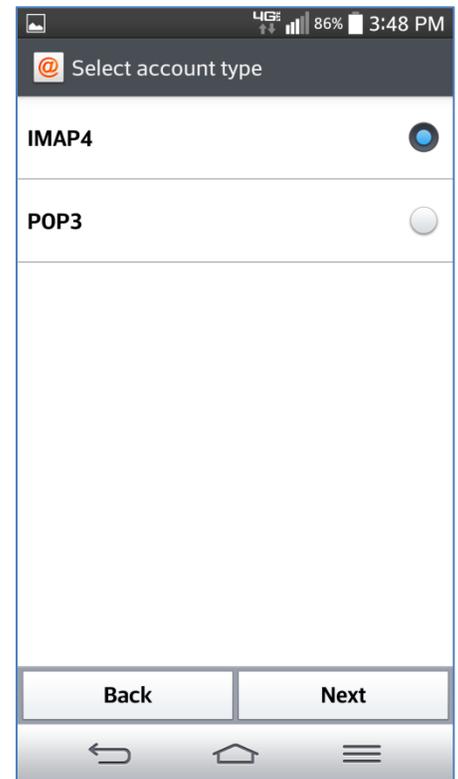
Enter your **Harding email address** – including the **“@harding.edu”** in the **“email address”** field

Enter your **Harding password** in the **“Password”** field

Click on **“Next”**



Choose “**IMAP4**” for account type



Input the following information:

IMAP4 Server: *imap.gmail.com*

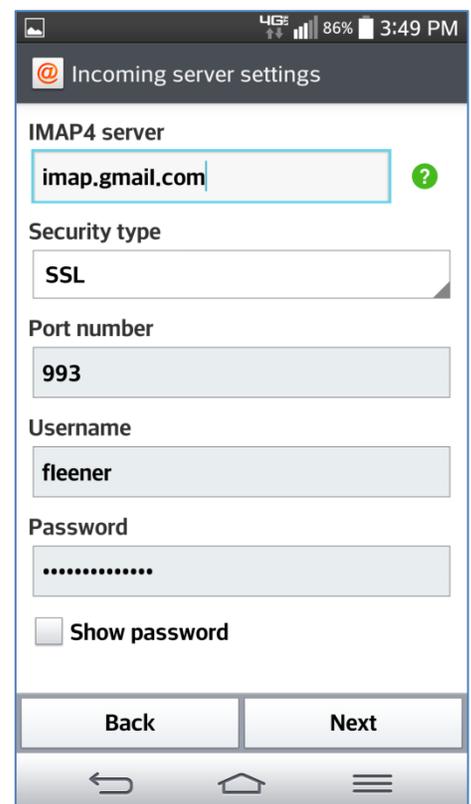
Security Type: *SSL*

Port Number: *993*

Username: *YOUR Harding username*

Password: *YOUR Harding password*

Click “**Next**”



Input the following information:

SMTP Server: *smtp.gmail.com*

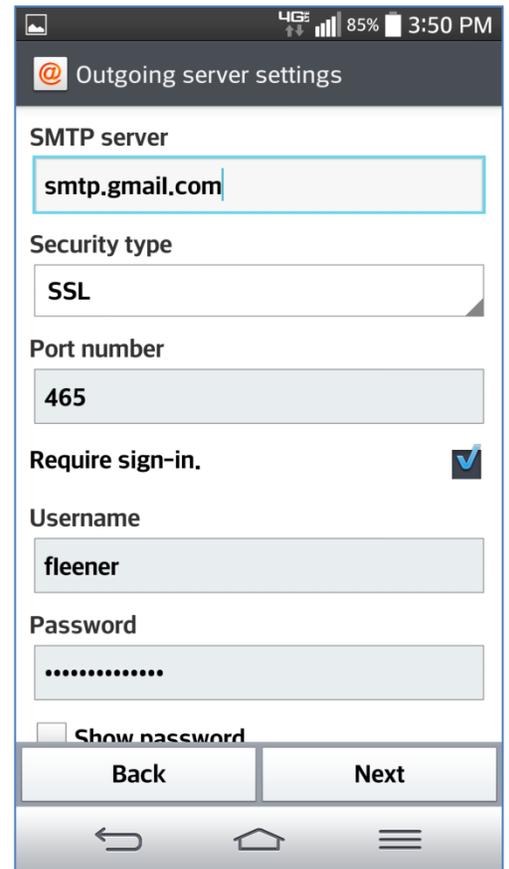
Security Type: *SSL*

Port Number: *465*

Username: *YOUR Harding username*

Password: *YOUR Harding password*

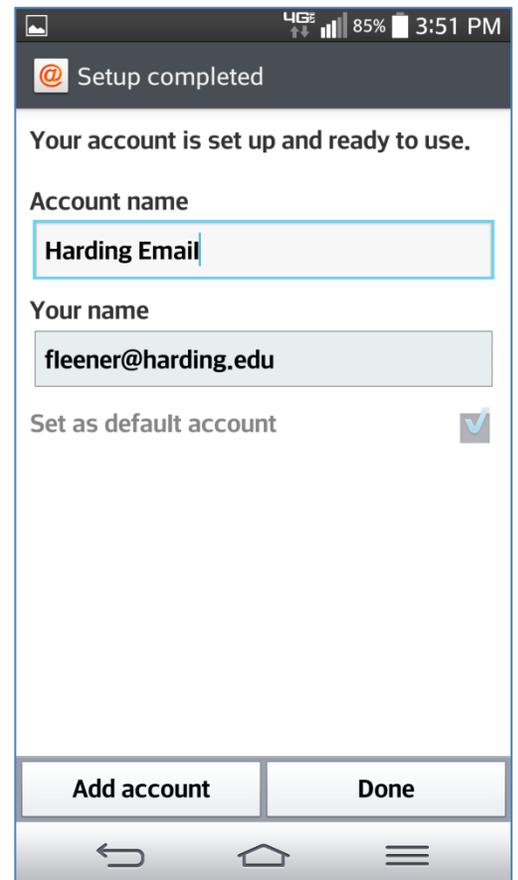
Click **“Next”**



The screenshot shows the 'Outgoing server settings' screen. At the top, the status bar displays '4G LTE', signal strength, 85% battery, and 3:50 PM. The title bar shows an '@' icon and the text 'Outgoing server settings'. The form contains the following fields: 'SMTP server' with 'smtp.gmail.com' entered; 'Security type' with 'SSL' selected; 'Port number' with '465' entered; 'Require sign-in.' with a checked checkbox; 'Username' with 'fleener' entered; and 'Password' with a masked field of dots. Below the password field is a 'Show password' checkbox which is unchecked. At the bottom, there are 'Back' and 'Next' buttons. The Android navigation bar is visible at the very bottom.

Type in a shortcut name for your account under **“Account Name”**

Click on **“Done”**



The screenshot shows the 'Setup completed' screen. The status bar at the top shows '4G LTE', signal strength, 85% battery, and 3:51 PM. The title bar shows an '@' icon and the text 'Setup completed'. The main text reads 'Your account is set up and ready to use.'. Below this are three fields: 'Account name' with 'Harding Email' entered; 'Your name' with 'fleener@harding.edu' entered; and 'Set as default account' with a checked checkbox. At the bottom, there are 'Add account' and 'Done' buttons. The Android navigation bar is visible at the very bottom.