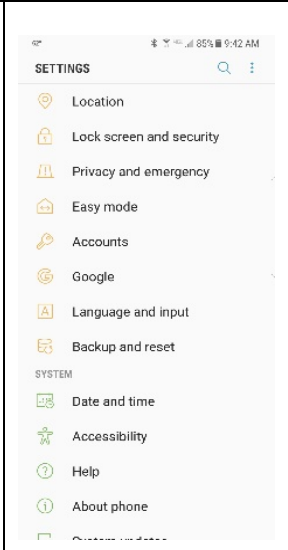


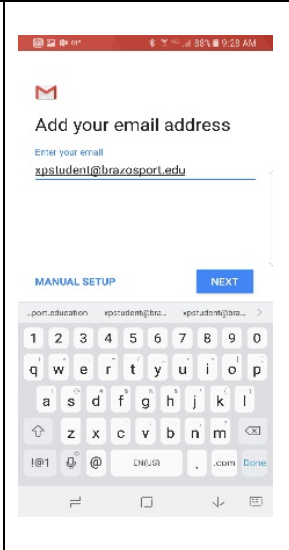
#

ANDROID AND SMARTPHONE EMAIL SETUP

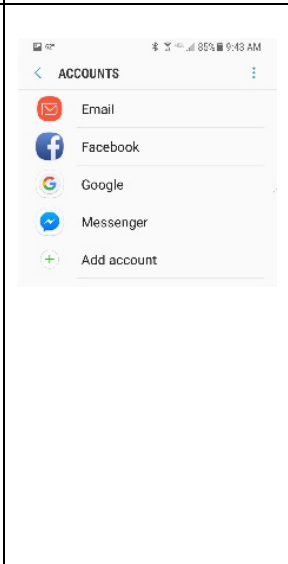
1) Go to settings and under “Personal” select “Accounts”.



4) Enter your email address: For **student** it will be your first initial, full last name and the last four digits of your student ID number. (jdoe1234@brazosport.edu). For **employee** it will be first initial and last name. (jdoe@brazosport.edu)



2) Choose “Add Account”.

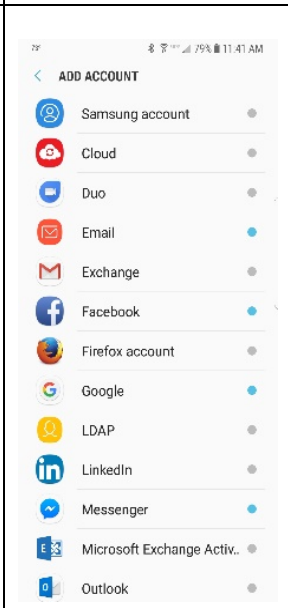


5) **Domain\Username**
For **student** enter “BCNETfirst initial, full last name and the last four digits of your student ID number @brazosport.edu”.
For **employee** enter “BCNETfirst initial, and last name @brazosport.edu”.

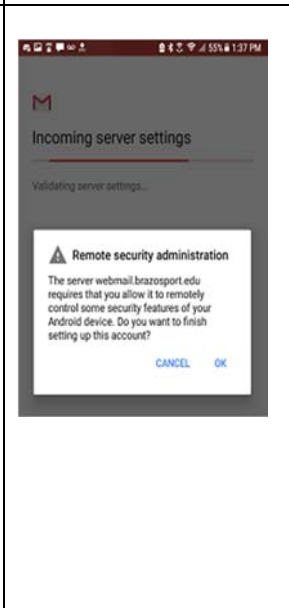
Server
webmail.brazosport.edu



3) Under the “Add Account” section select “Microsoft Exchange or Gmail”.



6) Click “OK” to finish your account setup.



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ANDROID AND SMARTPHONE EMAIL SETUP

7) You will need to click “**Activate**” when this screen comes up.



8) At this screen you have finished setting up your account.



Help Desk & Technical Support Hours of Operation

Monday-Thursday: 7:30 a.m. - 7 p.m.
Friday: 8 a.m. - 12 p.m.

By Phone: ext. 3266 (979.230.3266)
By Email: helpdesk@brazosport.edu
By Chat: [Live chat with the Help Desk](#)

Location: BC Main Campus, K-100

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