

To setup a BMC e-mail on a Droid.

Note here, if these instructions do not follow suit to your device – please check your manual or Google your particular device for either Exchange Account or Corporate Account synching.

1. Open the application menu by tapping the upward arrow.
2. Tap the icon called **SETTINGS** and go into **ACCOUNTS & SYNCH**
3. On the bottom you will see **ADD ACCOUNT** tap this.
4. A list of choices will be here. Select the **Exchange Account** or **Corporate**.
5. The next couple of screens will prompt you for a few things and may come in different orders. You need to know

Your e-mail address and password - *firstname.lastname @bmc.org*.
Remember to check the box next to *Use Secure Connection (SSL)*.

The Exchange server name is mobile.bmc.org.

Your *domain\username* and *password*. For example **bmc\josmith** most people know their username as their Windows log on. Note the password may be filled in from entering your e-mail password from before. They are the same.

6. After you connect to BMC, you will be asked to configure **Account options**. I would just leave the frequency section at **Automatic PUSH** and the default for the others as well. You can do whatever for the options and modify them later.
7. Next assign an account name if desired.
8. Then assign a display name for the email account.
9. Tap Done.
10. Remember when your password changes on your corporate account you need to reflect this on the Droid too