












Glow username:
gw(number)last
name then first
name
@glow.sch.uk

IOS

Settings

-  Mail >
-  Contacts >
-  Calendar
-  Notes
-  Reminders >
-  Phone >
-  Messages >
-  FaceTime >
-  Maps >
-  Compass >
-  Safari >



Click on Mail

Accounts
iCloud, Btinternet >

MESSAGE LIST

Preview 2 Lines >

Show To/Cc Labels

Swipe Options >

Flag Style Colour >

MESSAGES

Ask Before Deleting

Load Remote Images



Click on Accounts

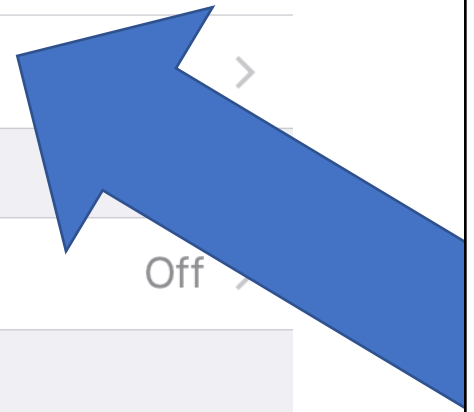
ACCOUNTS

iCloud >
iCloud Drive, Mail, Contacts and 8 more...

Btinternet >
Mail

Add Account >

Fetch New Data Off >



Click on add account

 iCloud

 Exchange

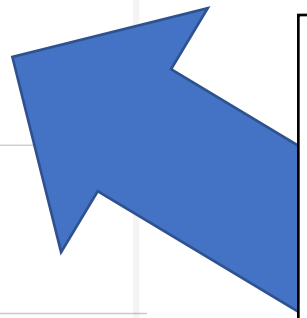


YAHOO!

Aol.

 Outlook.com

Other



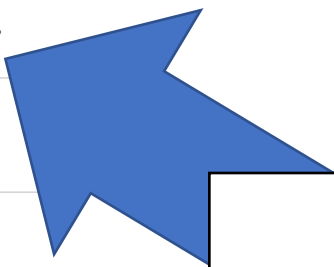
Click on Exchange

Email gw09robertsonfraser4@glo...






Password ●●●●●●●●

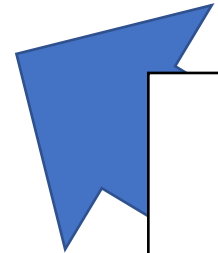
Description Glow

Exchange Device ID
7C2J0V4RT13K93H63RTCODFDM4



Enter your glow
email and password
and change the
description to : Glow

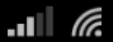
-  Mail
-  Contacts
-  Calendars
-  Reminders
-  Notes



The most important ones to have synced with your phone are your emails and your calendar

But if you want them all synced that's ok

WINDOWS



16:06

SETTINGS

system applicati

start+theme

emerald

ringtones+sounds

Many of Horror - Biffy Clyro

email+accounts

set up email, contacts and others

lock screen

screen timeout: never

notifications+actions

manage action centre

WiFi

ROBERTSON-FAMILY-13, WiFi Sense turned on

flight mode

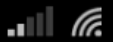
turned off

Bluetooth

turned off



Click on
email+accounts



16:07

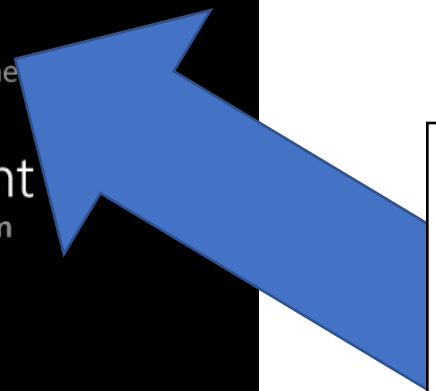
SETTINGS

email+accounts

 add an account
set up email, contacts and other

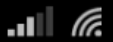
 Microsoft account
ajrobertson203@outlook.com

 Google
ajbeanbean@gmail.com



Click on add an
account






16:07

ADD AN ACCOUNT

 Exchange
Exchange, Office 365


 Outlook.com
Outlook.com, Live.com, Hotmail


 Nokia account
Set up your Nokia account

 Yahoo! Mail

 Google

 iCloud

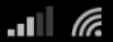
 IBM Notes Traveler

 Facebook

 Twitter



Click on exchange



16:08

EXCHANGE

Email address

gw09robertsonashley4@glow.sch.uk

Password

.....

Show password

Your sign-in information will be saved and

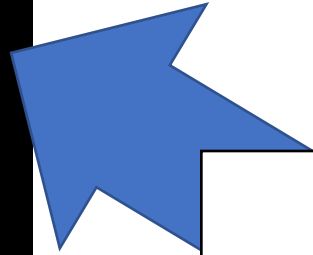
1 2 3 4 5 6 7 8 9 0

@ # £ % & * () - \

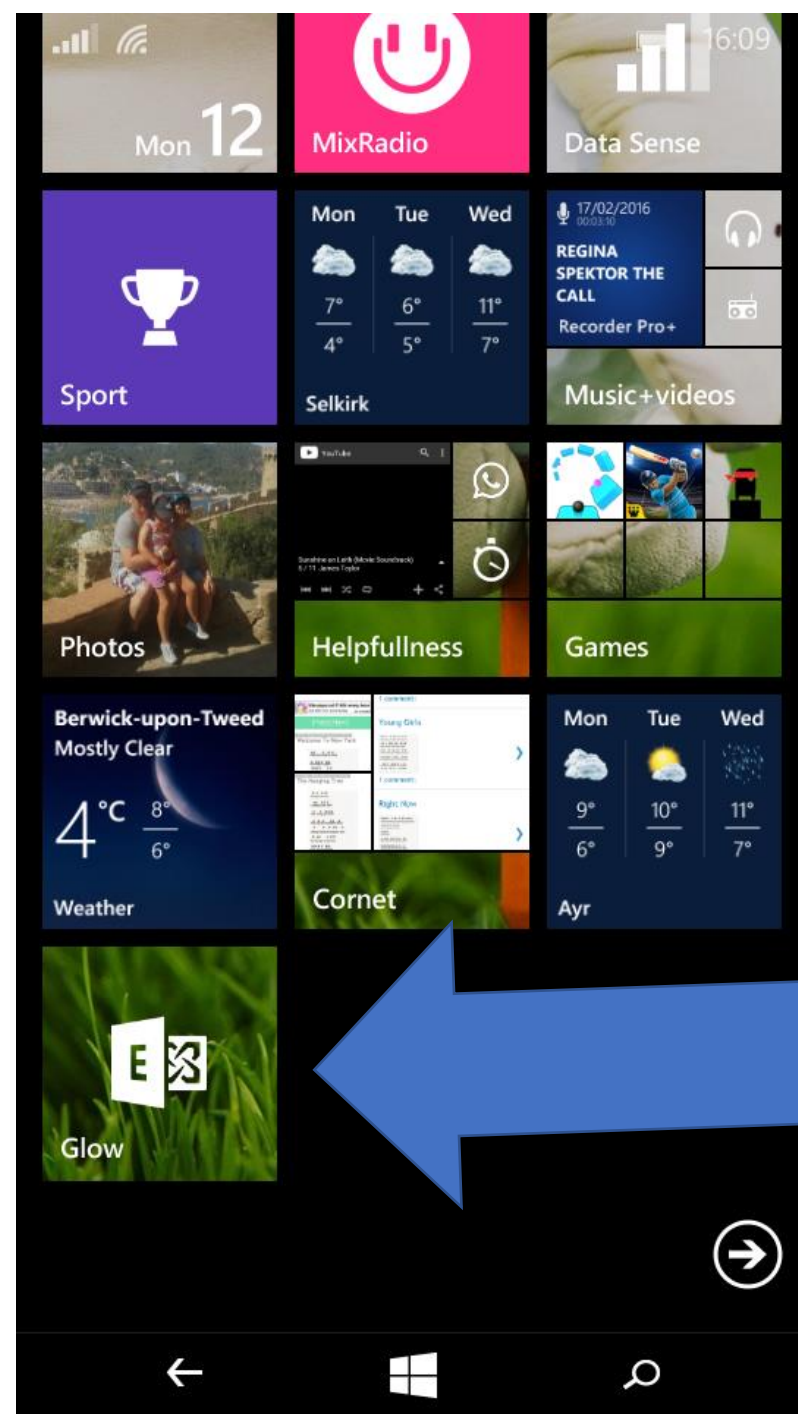
→ ! ; : ' " ? / ✕

abcd , space . ↵

sign in



Enter your Glow
email and password



Once your finished it will appear on your home screen

Android

Settings

SEARCH

Themes

Lock screen and security

Privacy

Easy mode

Accessibility

Accounts

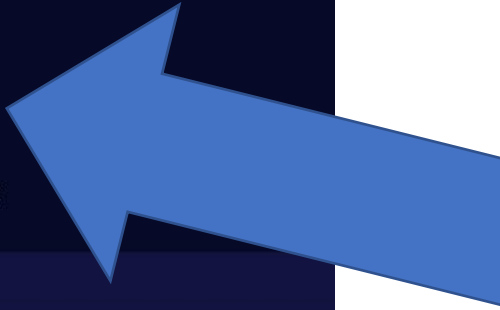
Backup and reset

System

Language and input

Battery

Click on accounts



 Avast

 Email

 Google

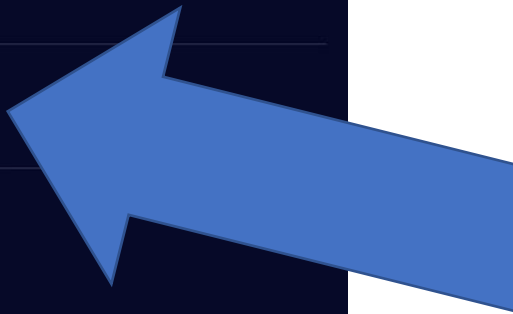
 Messenger

 Office











 WhatsApp

 Add account

Click on add account

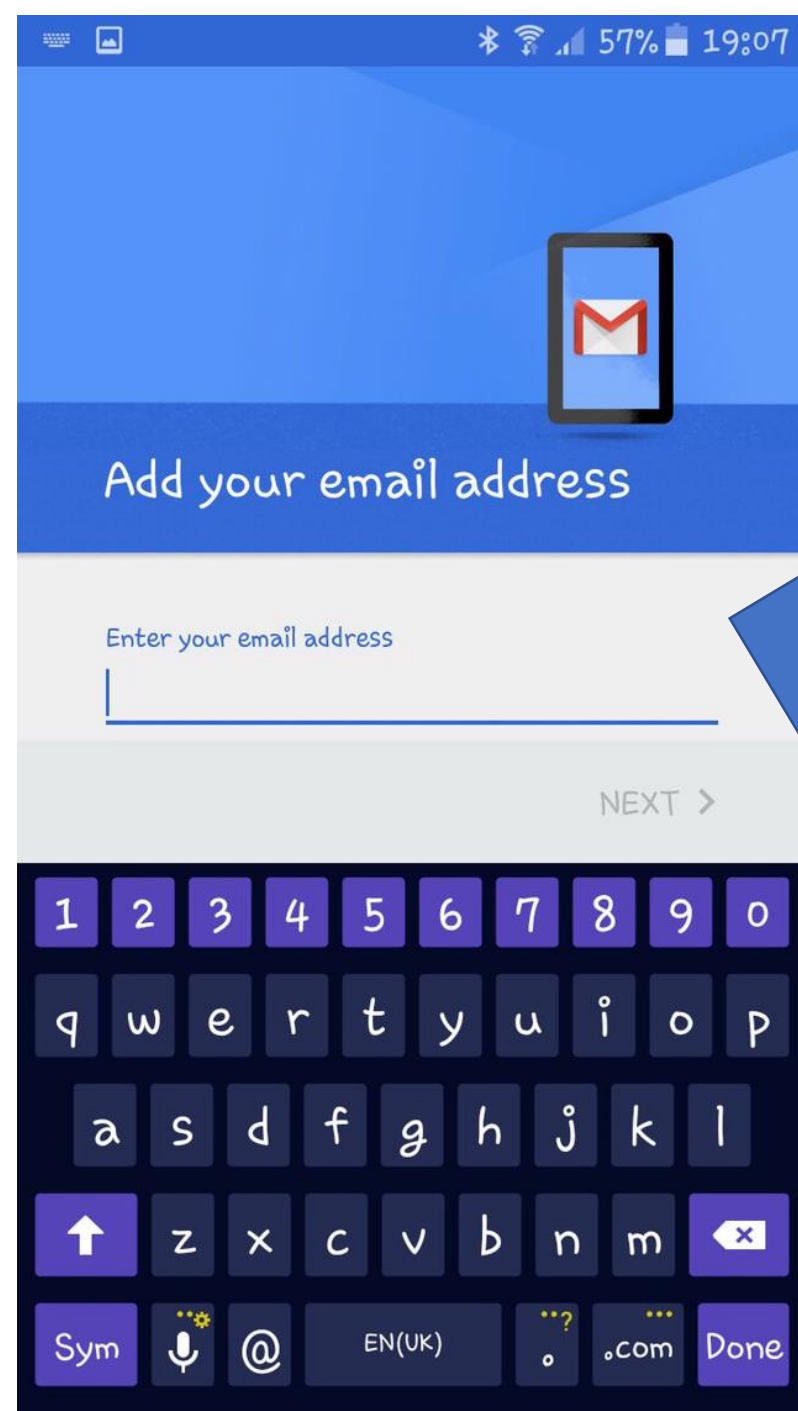


← Add account

-  Samsung account
-  Avast
-  Email
-  Exchange
-  Google
-  LDAP
-  Messenger
-  Microsoft Exchange ActiveSync
-  Office
-  OneDrive



Click on exchange



Enter your glow
email address

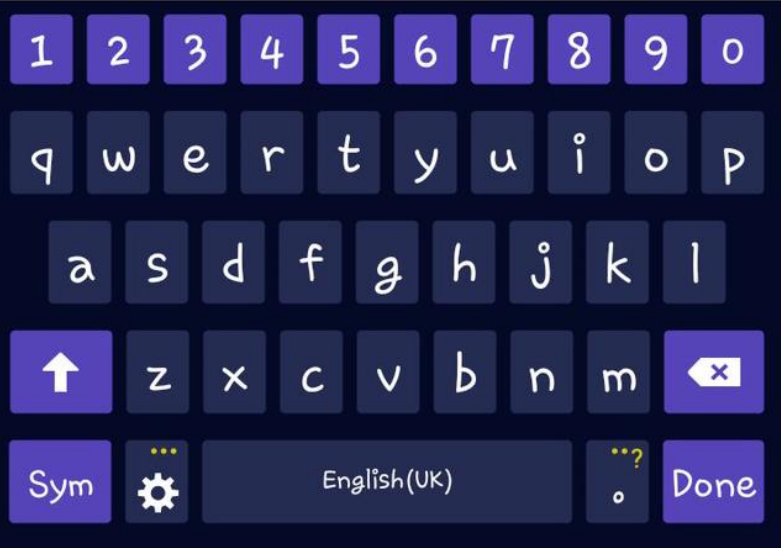


gw09robertsonashley4
@glow.sch.uk

Password



NEXT >



Enter your password

Incoming server settings

Password

.....



Client certificate

SELECT

None

Mobile device ID

androidc941406623

Server

outlook.office365.com

Port

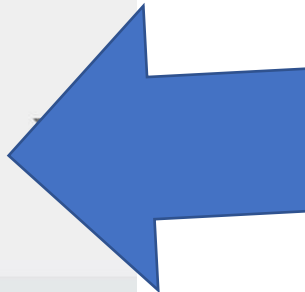
443

Security type

SSL/TLS (accept all certificates)

Email security not guaranteed

Set security type to:
SSL/TLS(accept all
certificates)



NEXT >

Account options

Sync frequency:

Automatic (Push) ▼

Sync emails from:

Last week ▼

- Notify me when emails arrive
- Sync contacts from this account
- Sync calendar from this account
- Sync emails from this account
- Automatically download attachments when connected to WiFi



Set to your preference

← Device administrator



Email



The server outlook.office365.com requires that you allow it to remotely control some security features of your Android device.

Activating administrator will allow Gmail to perform the following operations:

- Erase all data
- Set password rules
- Monitor screen-unlock attempts
- Lock the screen
- Set lock-screen password expiry
- Set storage encryption
- Disable cameras

CANCEL

ACTIVATE

Activate your account



Cancel Account Done

Email gw09robertsonfraser4@glo...

Server outlook.office365.com

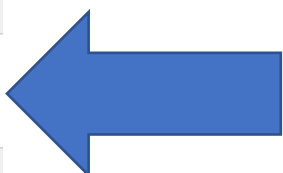
Domain Optional

Username gw09robertsonfraser4@glo...

Password ●●●●●●●●

Description Glow

Advanced Settings >



If it asks for any sever write
in:
outlook.office365.com

Selkirk HS



Word



Outlook



Groups



OneDrive



Classroom...



OneNote



PowerPoint



These are the kind of apps
you want to download
onto your phone
You want to have
Microsoft word, outlook,
groups & OneDrive
These other apps are
optional