EMAIL SETUP INSTRUCTIONS
FOR MOST ANDROID SMARTPHONES

OVERVIEW
When you activate your Verizon Wireless smartphone, you will be prompted to set up popular Email and Social Networking accounts. During initial setup, you will be prompted to set up your Google™ account, which is needed to access key Android services such as Google Backup and Android Market™ so you may want to record your Gmail™ address and password and store them in a safe place. Your smartphone also supports popular email services such as Yahoo! Mail, Windows Live®, Hotmail®, AOL Mail®, and Verizon.net. To set up your email account, simply follow the instructions below. Be sure to review the Tips section for additional information.

PERSONAL EMAIL SETUP
(Most personal email accounts can be set up by following the first four steps.)

1: From the home screen, tap Applications to open the Applications list, tap Email and enter your username and password - most accounts will automatically provision. If that does not happen please go to Step 5 to continue. (If you have already configured an email account on your smartphone select Menu, Add Account or Menu, Accounts List, Menu Add Account)

2: Enter your Email address and Password. Then tap Next. Most accounts configure automatically. If prompted for the type of account, go to Step 5.

3: If your account has configured successfully, you will see a confirmation screen. Simply add a name for this account, and the name you want displayed on outgoing messages. Then tap Done.

4: You will be taken to your email inbox and your messages will start appearing. Tap the Menu icon, More and Account Settings. Adjust your Email Schedule and any notification settings. A frequency of 15 minutes is recommended.

5: Select the type of Email account (i.e. POP or IMAP).

6: Enter the Incoming Server Settings and choose whether to delete email from the server. Tap Next.

7: Enter the Outgoing Server Settings, your username and password and tap Next. Then set the options for the frequency of checking your email, tap Next and go to Step 3.

To confirm a successful setup, please send a test email to email@vzw.com. The 10-digit number of your phone must be included in the email subject line and you will receive a confirmation email.
### TIPS AND ADDITIONAL INFORMATION

- **Email server settings:** Server settings for most popular email providers are available on the Verizon Wireless Support site [verizonwireless.com/emailsettings](http://verizonwireless.com/emailsettings). Visit your email provider’s website for additional information.

- **Add additional email accounts:** From the home screen, tap **Email** (or tap **Applications then Email**). Tap **Menu Add Account** or tap **Menu, Accounts List, and Menu Add Account**.

- **If you were unable to setup your Gmail account during initial setup:** From the Home Screen, tap **Applications**, tap **Gmail** and follow the on-screen instructions. Be sure to enter a secondary email address, if you have one, as it will aid in recovery of account information in the event you ever replace or reset your device and do not remember your account information.

- **Forgot your Google Username / Password:** Visit [google.com/accounts](http://google.com/accounts) and click on “Can’t access your account” under the login area.

- **Verizon-Yahoo! Email users:** Select **Manual Setup** and use the following settings: **POP3:** incoming.yahoo.verizon.net, **SMTP:** outgoing.yahoo.verizon.net, **Userid:** your username@verizon.net, **Password:** your account password.

- **Domain Name users:** If you use your own domain (e.g. someone@yourownbusiness.com) to send and receive email, check with your domain name registrar for your **Pop3, IMAP or SMTP settings**. Then use **Manual Setup**.

- **Unable to configure an email account:** As an alternative, it may be possible to access your account via the phone’s web browser or via an application from Android Market. Contact your email provider for additional information.

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### MICROSOFT® EXCHANGE EMAIL SETUP

Your Verizon Wireless smartphone supports the capability to sync with Microsoft Exchange. To set it up you will need your domain name. Username and password as well as your Exchange Server (e.g., webmailx.ABCcompany.com). To connect your Verizon Wireless smartphone to your Exchange server, from your home screen, tap **Menu, Settings, Accounts and Sync, Add Account**, and then tap **Corporate**. Enter the requested information and tap **Next**. Follow the rest of the on-screen instructions. Your Enterprise IT policy may require you to set up a password. If prompted to do so, follow the on-screen instructions.

To access your corporate email, tap the **Email** icon in the **Applications** list or on the home screen. You can access your Contacts from the home screen. From the home screen tap **Applications**, then **Calendar** to access your calendar. Tap and hold on the icon you want to place on the home screen, then drag it to where you want it. If you have any difficulty, contact your IT administrator.

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### TRANSFERRING CONTACTS WITH BACKUP ASSISTANT™

Backup Assistant is a free service from Verizon Wireless which will back up and restore your contacts if your phone is lost, damaged or stolen. In order to transfer your contacts, make sure your old phone has Backup Assistant installed before activating your Verizon Wireless smartphone. To learn how to get Backup Assistant on your old phone, visit [verizonwireless.com/backupassistant](http://verizonwireless.com/backupassistant). Devices not compatible with Backup Assistant may be able to use Google Sync™ to transfer contacts (see below).

You will be prompted to configure Backup Assistant during initial setup of your device. If you skipped this step during initial setup, go to the Contact List, press the **Menu** key and tap **Backup**.

Contacts synced using Backup Assistant can also be managed from a computer at [verizonwireless.com/backupassistant](http://verizonwireless.com/backupassistant).

For other options to sync your contacts from your previous phone or computer to your Google Contacts (which will sync to your phone), check out Google’s Sync Services at [google.com/sync](http://google.com/sync).