Samsung Email application and TUNI Office 365 email account

PLEASE NOTE! Your login needs to be activated before creating an account, and the exact form of your email address will be shown to you in this process.

Below are the instructions how to add TUNI email account into Samsung Email application.

Open Menu from the left upper corner.

Choose Settings clicking the gearwheel icon

Choose Add New account

Enter your TUNI email account by using the format firstname.surname@tuni.fi and password. Select "Sign In"
Application asks you to choose email account type. The right one is Microsoft Exchange ActiveSync.

You have to accept settings for cloud service settings to continue. (Apply and Activate)
Now your TUNI email account is ready. There are still some settings, which you have to change. Open settings menu again.

You have to open settings for your new TUNI account. Click name of your account.
You have to check following settings: Sync schedule (how often emails are retrieved into mobile) and Email sync period (how old emails are retrieved into mobile). Check also signature, Sync contacts and Sync calendar sync. You can scroll settings up and down.

Now configuration of your TUNI email is ready!

Deleting your old account

When you have added your account and tested its functionality, you can remove your old email account from your mobile device (firstname.surname@uta.fi or firstname.surname@tut.fi) or
firstname.surname@tamk.fi) PLEASE NOTE! This will not remove data from your old account, it only deactivates the account in the device in question.

Open Menu from the left upper corner.

Choose Settings clicking the gearwheel icon

Open your old email setting by clicking email address

Now you can see settings of your old email. Click Remove.
Application asks to confirm remove operation. Click **Remove** to confirm. Now all information of your old account has been removed from this device.