

# Setting up your MCC student email on your mobile device

Add a new mail account via Microsoft Exchange / Corporate Exchange

Enter the information into the following fields.

**Email:** youremail@student.monroecc.edu

**Server:** pod51000.outlook.com

**Domain:** [leave blank]

**Username:** youremail@student.monroecc.edu

**Password:** [your current password]

**Description:** [here you can name the account locally on your device]

**Use SSL:** ON

Note: Not all devices will show the server setting on initial setup. Enter the information into the other fields and click next. Upon automatic server discovery failure you will now be able to enter the server.

When you change your MCC network / email password make sure to update your mobile device to the new password to avoid locking your email account due to failed access attempts.