

EXCHANGE 2010 ANDROID ACTIVESYNC SETUP

Important

Mobile Device Management and Security

“Remote Security Administration” and “Activate Device Administrator” prompts during setup

Depending on the version of Android on your device, you may, near the end of the setup procedure, see one or more screens (see the Setup Walkthrough below) asking you to confirm that it is OK for the server to have remote control access to various security features of your device.

In order to connect your device to Birkbeck’s Exchange service via Activesync you **must** accept this policy.

Please note that these remote control rights to your device will allow you (and ITS) to manage your device.

If your device gets lost or stolen you will be able to go into the Outlook Web App and wipe your device (it really does wipe your device and its storage, not just remove your email settings).

Similarly, if you sell your device to someone else without wiping the device or removing your Exchange email settings (and yes, this has happened) and ITS become aware of this and/or find that the device is still trying to contact the College Exchange Servers, ITS will then be able to wipe the device and thus remove all the Birkbeck College data on that device that was inadvertently passed on to a third party.

If you really aren’t happy to make this concession in order to connect a personal device to Birkbeck’s Exchange 2010 email system, then you should not do so.

I. Manual settings

If you are familiar with the email setup procedure on your device (and don’t need a walkthrough) then these are the ‘**manual**’ settings, in addition to your email address and password, that you will need to know:

Account type:	Exchange (may be ‘Corporate’, Microsoft Exchange’, ‘Exchange Activesync’)
Username:	‘username@birkbeck.ac.uk’ (‘CCSACADEMIC\username’ may also work) (and please note that ‘username@birkbeck.ac.uk’ is *not* your email address)
Server:	activesync.bbk.ac.uk
Domain:	ccsacademic (this field may or may not be present)

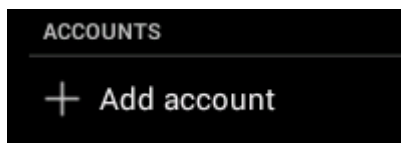
2. Setup walkthrough

The following setup walkthrough was completed on an Androidx86 virtual machine running Android 4.4.2 with Activesync 14.1. We hope this is typical of the setup process on most recent devices, however it will most likely not be identical.

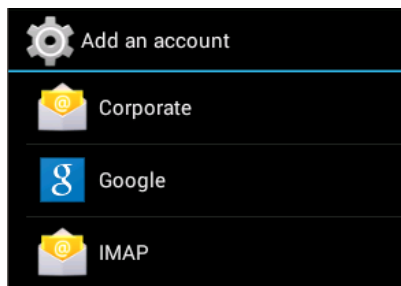
Depending on the manufacturer of your device, the version of Android on your device and the version of the ActiveSync client on your device some of the names and screens shown below may differ, some steps may differ, and the order of the steps may also differ.

Account Setup

Go to '**Settings**' and '**Add account**'



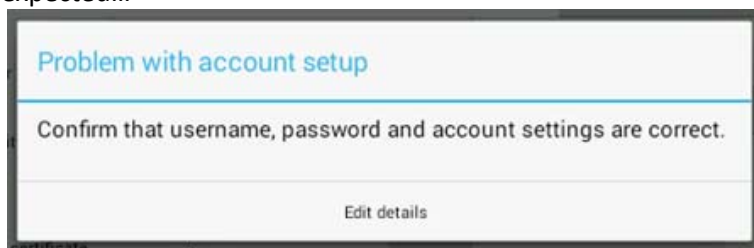
Select '**Corporate**' (may also be called '**Exchange**', '**Microsoft Exchange**', '**Exchange Activesync**' etc.)



Enter your email address and password and click '**Manual Setup**'

 A screenshot of the 'Account setup' screen for an 'Email account'. The title 'Email account' is at the top. Below it, a message says 'You can set up your account in just a few steps.' There are two input fields: 'Email address' with the value 's.komosa@bbk.ac.uk' and 'Password' with masked characters. To the right of the 'Email address' field is a 'Manual setup' button. Below the 'Password' field is a 'Next' button.

This will fail as "autodiscover" does not work over external connections. We receive an error, as expected...

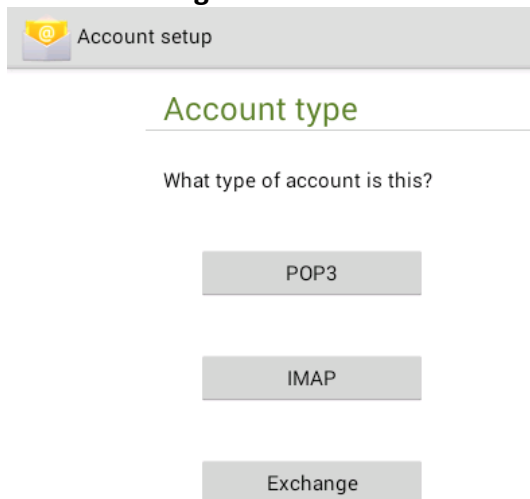


... this means we will need to complete a manual setup.

So click '**Manual setup**'

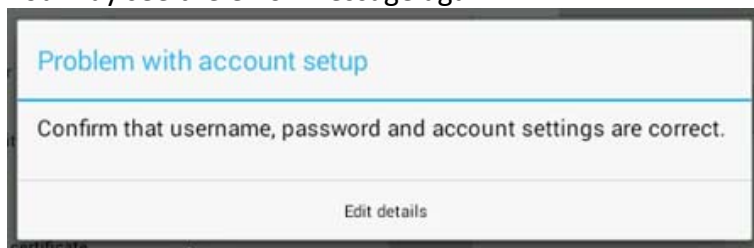
Click '**Edit details**', this will take you through manual setup

Select '**Exchange**'



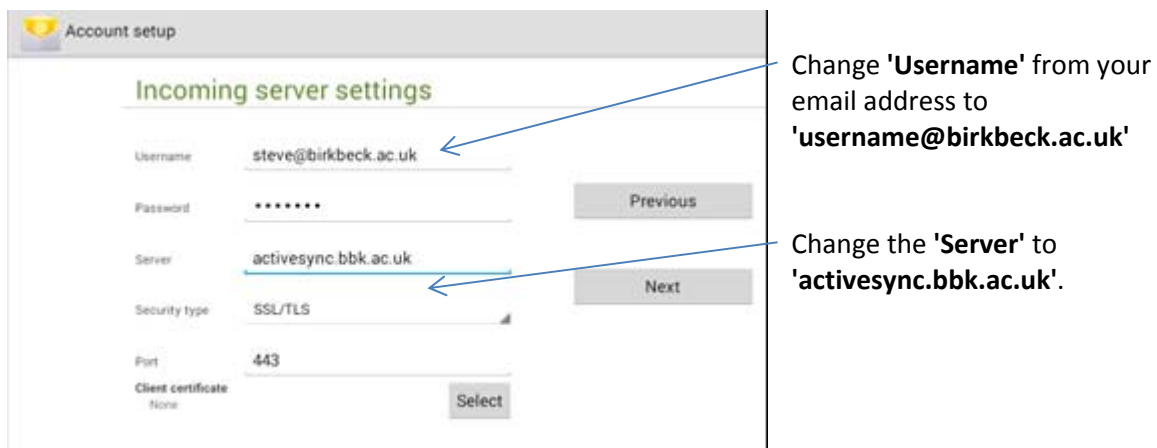
The screenshot shows the 'Account setup' screen with a yellow '@' icon. Below the title bar, the heading 'Account type' is displayed in green. The question 'What type of account is this?' is followed by three buttons: 'POP3', 'IMAP', and 'Exchange'.

You may see the error message again:



Click '**Edit details**' again.

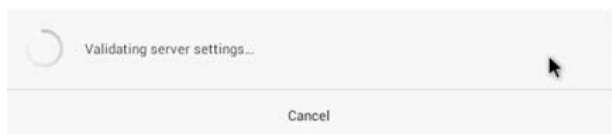
Now change the following:



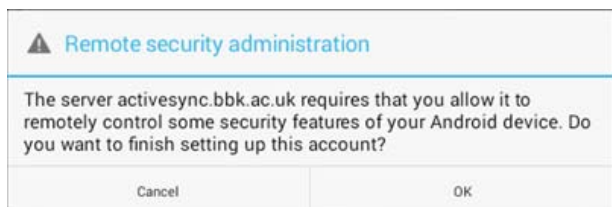
The screenshot shows the 'Incoming server settings' screen. It has fields for Username, Password, Server, Security type, Port, and Client certificate. Annotations with blue arrows point to the Username and Server fields. The Username field contains 'steve@birkbeck.ac.uk' and the Server field contains 'activesync.bbk.ac.uk'. The annotations instruct to change the Username to 'username@birkbeck.ac.uk' and the Server to 'activesync.bbk.ac.uk'. There are 'Previous', 'Next', and 'Select' buttons.

If there is a '**domain**' section (there may not be!) change it to '**ccsacademic**'.
Leave other settings as they are.

Click '**Next**' and your settings will be validated

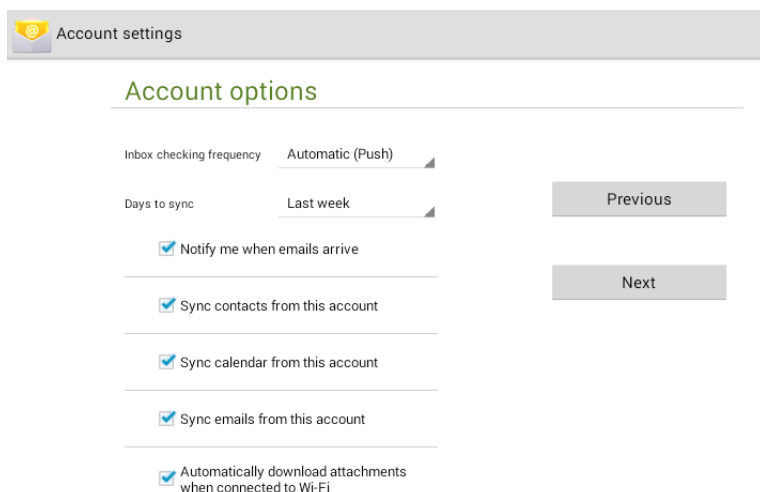


Once your settings have been validated, you may see this warning!



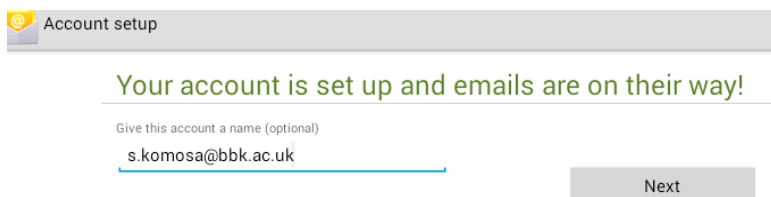
Click '**OK**' (if you agree), then choose the appropriate account options (or leave as is) and click '**Next**'

Please note: In order to connect your device to Exchange 2010 via Activesync you **must** accept this policy – refer to the first page of this document for explanation.



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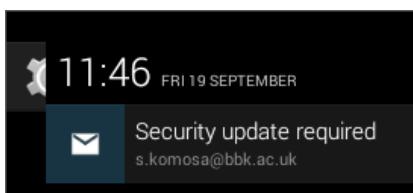
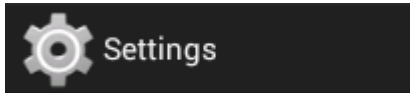
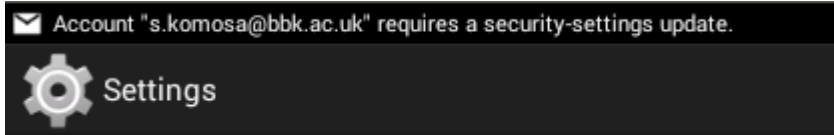
You should now see this message indicating that you have completed setup.



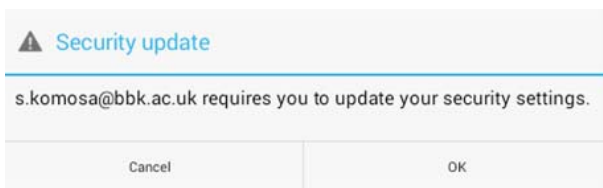
However, please note that if you are using a recent version of Android you may have an extra security hoop to jump through (see 'Further security settings' below).

Further security settings:

When you click '**Next**' above you may then see a notification message appear in the title bar indicating that a Security settings update is required, click on it:

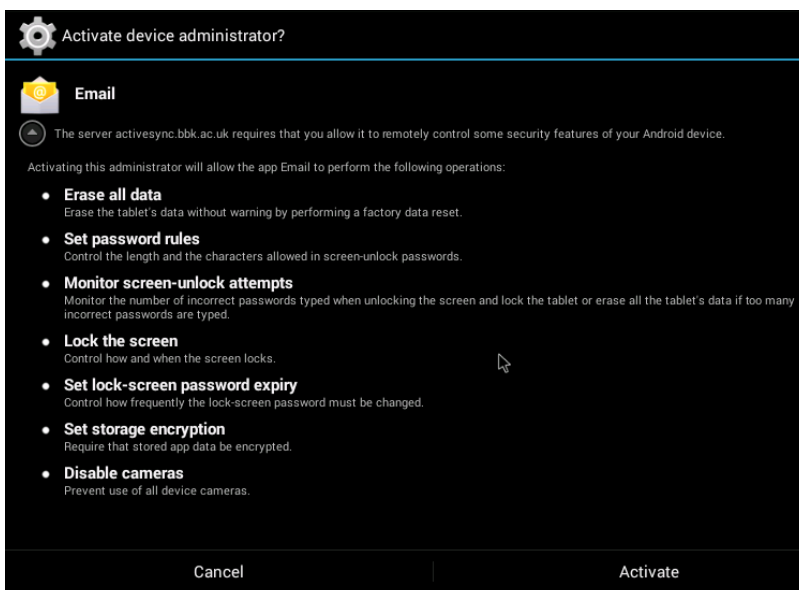


Click '**OK**' to this security prompt:

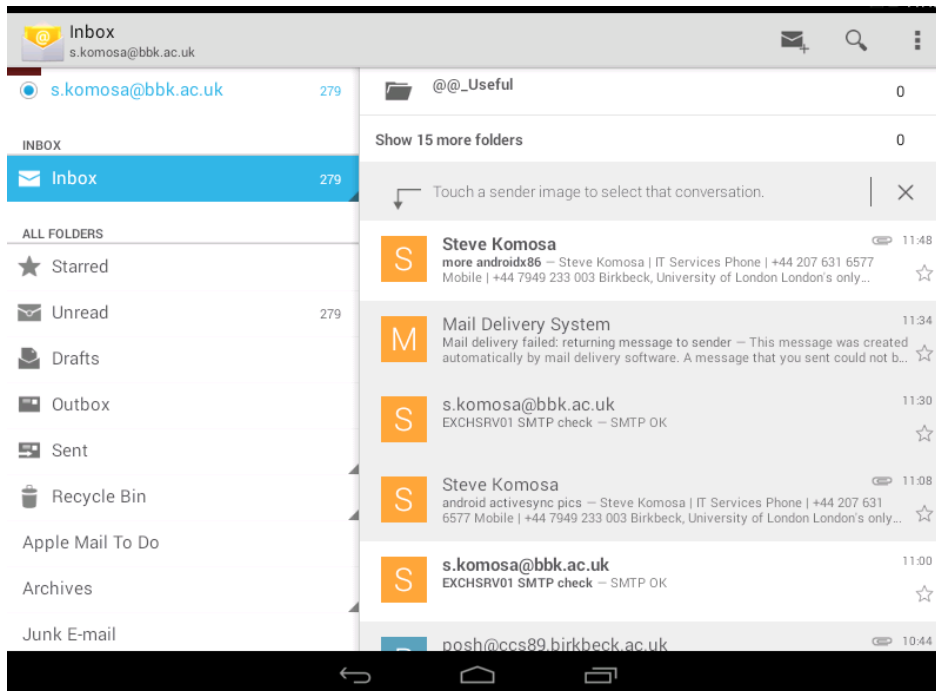


You will then see this screen that explains to you that connecting to the ***“Birkbeck Exchange email service”*** will allow Exchange administrators to have remote control of certain features of your device:

Click '**Activate**' (if you agree)



Then your device will start to synchronize



All done!

Birkbeck IT Services

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April 2015