Set Up Android for Athens Wireless and CUMC Email

Smartphones and tablets running the Android mobile operating system can be configured to connect to Athens secure wireless on the CUMC campus, and to your CUMC email account. It is not necessary to configure both, it is fine to set up only Athens or Email as per your own needs.

Instructions in this handout are for devices running Android version 4 or higher. Please note that some images and steps may differ due to the variety of Android models and operating system versions. If needed consult any documentation that came with your device or the manufacturer’s website for configuring Wi-Fi or Exchange email.

Configuring Athens
Your Android device must be within range of Athens to connect. A list of current Athens locations can be found at http://cumc.columbia.edu/it/howto/wireless/wirelessloc.html

1. Select the Settings icon on your Android device.
2. In Settings, select the Wireless & networks link.
3. Make sure the Wi-Fi link in Wireless & network settings is checked; if not, tap once to turn on Wi-Fi.
4. Find athens under the list of Wi-Fi networks and tap on it once to open available settings. Remember that you must be in an area that has Athens in order to configure and connect your Android device.
5. Set the EAP method drop down menu to TTLS.
6. Set the Phase 2 authentication drop down menu to PAP.
7. Leave the CA certificate and User certificate settings at (unspecified) and scroll down to the Identity field.
8. Tap once into the Identity field and type in your Columbia UNI (the first part of your Columbia email address, before @columbia.edu).
9. Scroll down to the Password field and type in your Columbia UNI’s password.
10. Tap the Connect button at the bottom of the screen to connect to Athens wireless.

In the Wi-Fi settings menu, your Android device will show Connected to athens under the Wi-Fi link whenever you have successfully connected to the Athens wireless network.

Configuring CUMC Email
General information about CUMC email is at http://www.cumc.columbia.edu/it/howto/email/index.html

Setting up CUMC email on any mobile device will automatically enforce a passcode lock and encryption as required by University policy: http://policylibrary.columbia.edu/registration-and-protection-endpoints-policy

1. If your device is not already encrypted, be sure to run a backup before configuring email to avoid possible loss of information. It is also important to keep your phone or tablet plugged into its power cord while finishing email setup so the initial encryption is not interrupted by a drained battery.
2. Select Settings from your home screen, then Accounts & sync. You may need to scroll down within the settings to find it.

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3. In the upper right corner of the Accounts & sync settings, tap the + (plus) sign to add an account.

4. At the next window select Exchange ActiveSync.

5. In the Set up Exchange ActiveSync window enter the following:
   - **Email address:** type in your full CUMC email address. The format is
     \textit{youruni}@cumc.columbia.edu
     using your own Columbia UNI (ex: abc1234) rather than “youruni”
   - **Password:** type in the password for your CUMC email. Note that this may not be the same as your Columbia UNI account’s password.

6. Tap Manual Setup after entering your email address and password.

7. At the next screen, change **Server Address** to: \textit{mail.cumc.columbia.edu}

8. In the **Domain** field type in \textit{mc}.

9. Scroll down further to make sure the **This server requires an encrypted SSL connection** option is checked.

10. Click **Next**; if prompted select the desired Exchange settings and updates for your device (you can also adjust these later), then select **Next** again.

11. In the **Account Name** field, type in the desired name for your Exchange account on the device; we suggest \textit{CUMC}. Click the **Finish Setup** button when done.

12. A **Security policy required** warning will appear; click **OK** to continue.

13. An **Activate device administrator** window will appear, listing the Exchange security policies that will be enforced. Click **Activate** to continue.

14. Follow any prompts to continue with security policies; if you do not have a passcode lock or encryption on your device you will see screens to enter or complete these.

15. When completed your device will connect to Exchange and show your current messages.

To adjust settings on your phone or tablet such as how frequently to synchronize or check mail, how far back to show messages, setting a signature and more, enter the General Settings for the account (Settings, Accounts sync, then Exchange ActiveSync) to select and adjust any desired options.

**IMPORTANT:** whenever you change or reset your password for your Exchange account, first set your Exchange-connected mobile device to Airplane mode or it may lock your account. See the Synchronize Passwords page for full information: \url{http://www.cumc.columbia.edu/it/howto/domain/sync.html}