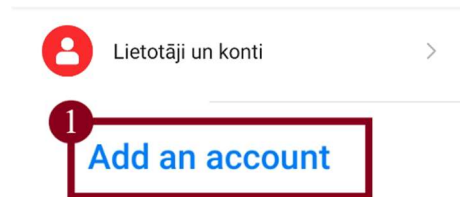
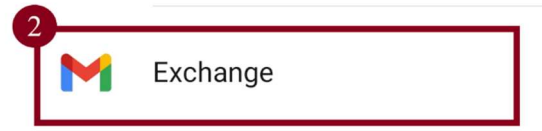


Synchronizing email with Android devices

1. Go to “Settings”, “Users & Accounts” and click “Add an account” at the bottom



2. Click on “Exchange”



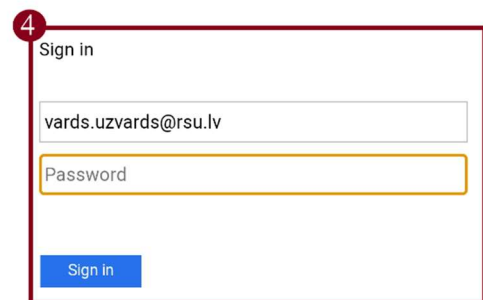
3. Enter your RSU e-mail and click “Next”

Example:

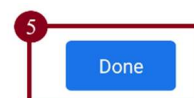
User: name.surname@rsu.lv (E.g.,:
ainars.silins@rsu.lv)



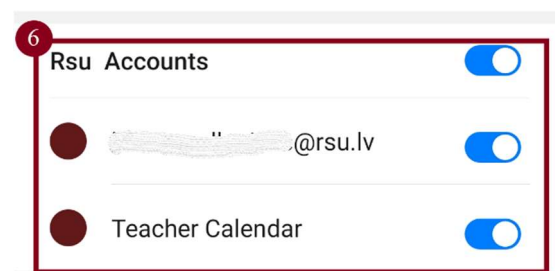
4. Enter your RSU e-mail password and click “Sign In”.



5. Click “Done” to finish the setup.



6. After the synchronizations you will be able to see your e-mail in Gmail app and your timetable in your calendar application. To make sure you see all available calendars, click on “Manage Accounts” in your calendar app settings and check all calendars you want to use.



If the user does not want to install *Exchange* app on one’s phone, but wants to access one’s *RSU e-mail* via a smartphone, the user can use the phone’s web browser and go to the site: webmail.rsu.lv and access one’s e-mail, by entering the **RSU user name** (e.g., *rsu\ainsil*) and **password**