

Smartphone Email Setup

If you have a Smartphone that supports Microsoft Exchange Server, you can set up your phone to receive your KCTCS email. Just use the settings for your Smartphone below. These settings are provided for your information only; we do not support hardware that does not belong to the college.

Windows Mobile

- Exchange server: webmail.kctcs.edu
- Username: same as you use for your computer login (e.g. jdoe0001)
- Password: same as you use for your computer login
- Domain: kctcsacc
- Encryption or Use SSL? Check this option or select yes

iPhone

- Select the Microsoft Exchange option
- Email: your current email (e.g. john.doe@kctcs.edu)
- Username: same as you use for your computer (e.g. jdoe0001)
- Password: same as you use for your computer
- Domain: kctcsacc
- Use SSL? Yes

Once you put in this information and hit Next on the iPhone, it will attempt to automatically get the rest of the information. This will fail. It will then ask for a server address.

- Server: webmail.kctcs.edu

Android Phones

- From the Applications Menu, Touch Email.
- Type in your email address and password (e.g jdoe0001@kctcs.edu). Check the box only if you want this to be your default email account. Touch Next.
- Touch Exchange Account.
- Enter your Exchange Server information (webmail.kctcs.edu) and Touch Next.
Note: Select "Accept all SSL certificates"

- Your phone will check the incoming server settings.
- If everything is correct the Account Options screen will appear allowing you to customize your account settings.
- Finally, you will be asked to name this account and enter the name that will be displayed on outgoing messages. Touch Done when complete.

Note: If you are able to successfully connect an Exchange account on your phone, but your email and contacts are not syncing with your device, your company may have a security policy that prevents syncing.