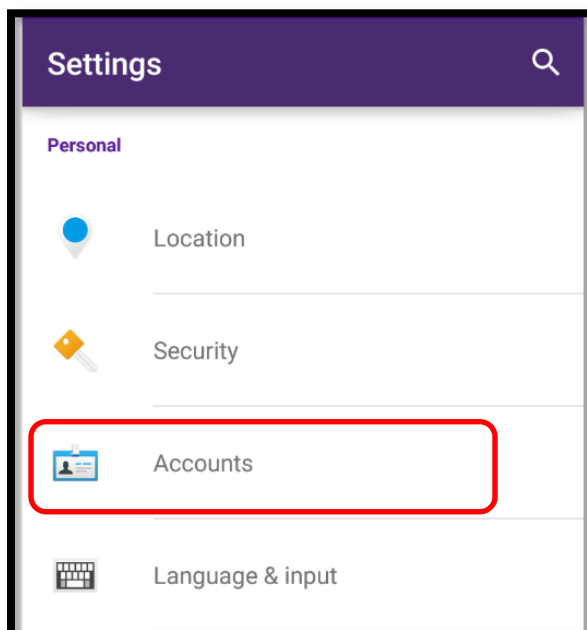
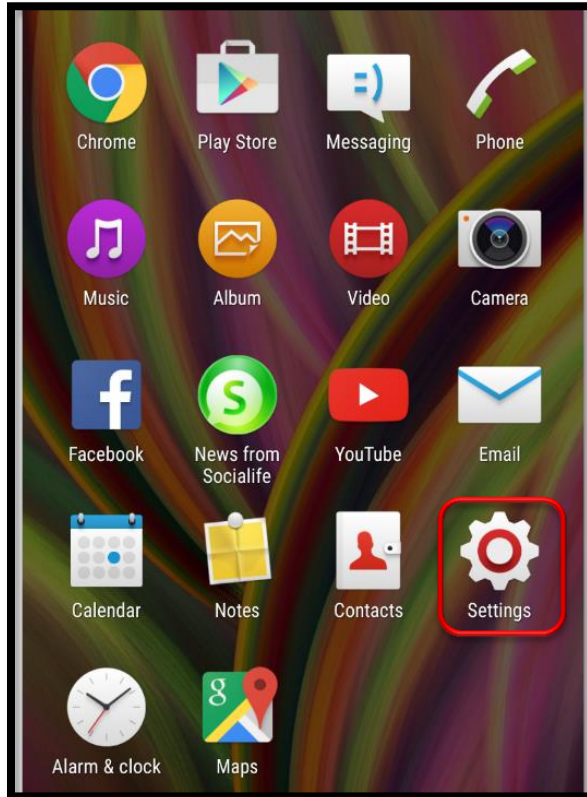
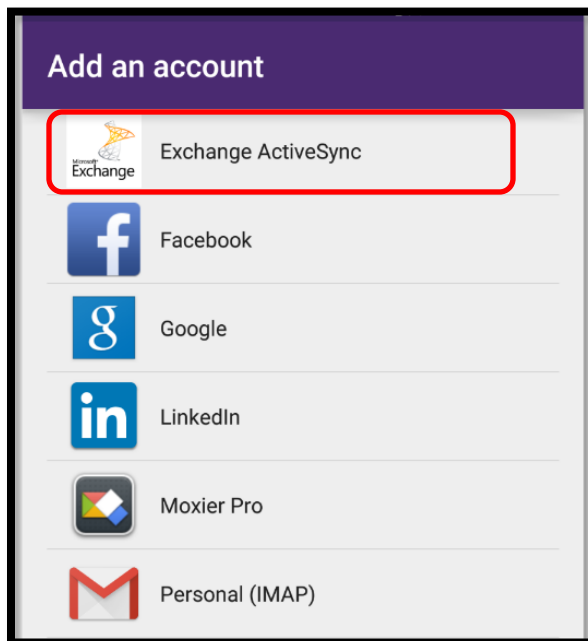
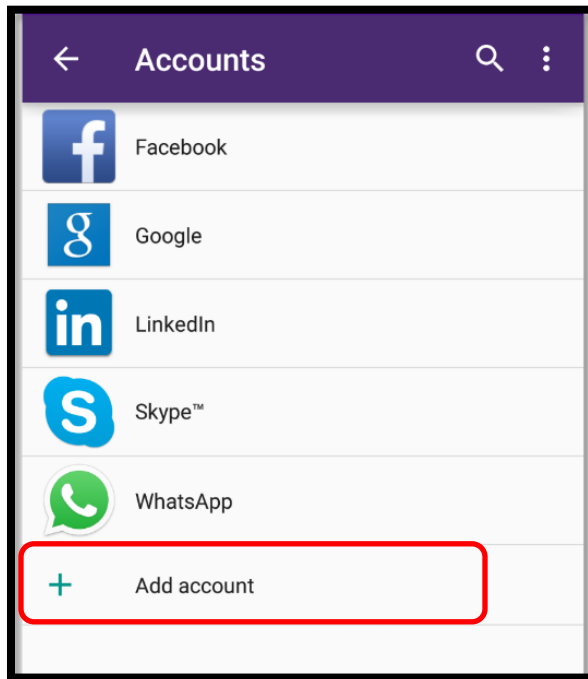




## Android Mobile outlook Configuration

In order to access your E-Mail through Android Mobile, kindly follow up the following steps:





**Add Exchange account**

You can set up an Exchange account in just a few steps.

Email address

Password

Show password

Fill in your email account and password , and click next.

**Add Exchange account**

You can set up an Exchange account in just a few steps.

mousagh@ngha.med.sa

.....|

Show password

MANUAL SETUP      **NEXT**

**Incoming settings**

Domain\Username  
\mousagh

Password  
.....

Server  
ngha.med.sa ?

Use secure connection (SSL)

Accept all SSL certificates

Use client certificate

CLIENT CERTIFICATE  
Client certificate: None

Port  
443

PREVIOUS NEXT

In this screen:

- fill in your regions domain:
  - **KAMC-RD** for Riyadh users
  - **KAMC-JD** for Jeddah users
  - **KAMC-DM** for Dammam users
  - **KAMC-HS** for AlAhasa users
  - **KAMC-MM** for AlMadinah AlMunawarah users
- and fill in the Server: "webmail-rd.ngha.med.sa"  
then click next.

### Incoming settings

Domain\Username  
kmc-rd\mousagh

Password  
.....

Server  
webmail-rd.ngha.med.sa ?

Use secure connection (SSL)

Accept all SSL certificates

Use client certificate

CLIENT CERTIFICATE  
Client certificate: None

Port  
443

PREVIOUS NEXT

### Incoming settings

Domain\Username  
kmc-rd\mousagh

Password  
.....

**Remote security administration**

Server webmail-rd.ngha.med.sa requires remote control of some security features. Continue account setup?

CANCEL OK

Use client certificate

CLIENT CERTIFICATE  
Client certificate: None

Port  
443

PREVIOUS NEXT

Select the items you want to Sync.

### Account settings

To sync email, calendar or contacts automatically, go to Settings > Data usage to activate sync. You can also sync manually at any time.

Check frequency  
Push

Days to sync  
One week

- Notify me when email arrives
- Sync contacts
- Sync calendar
- Sync email
- Sync tasks
- Download attachments automatically when connected to Wi-Fi network

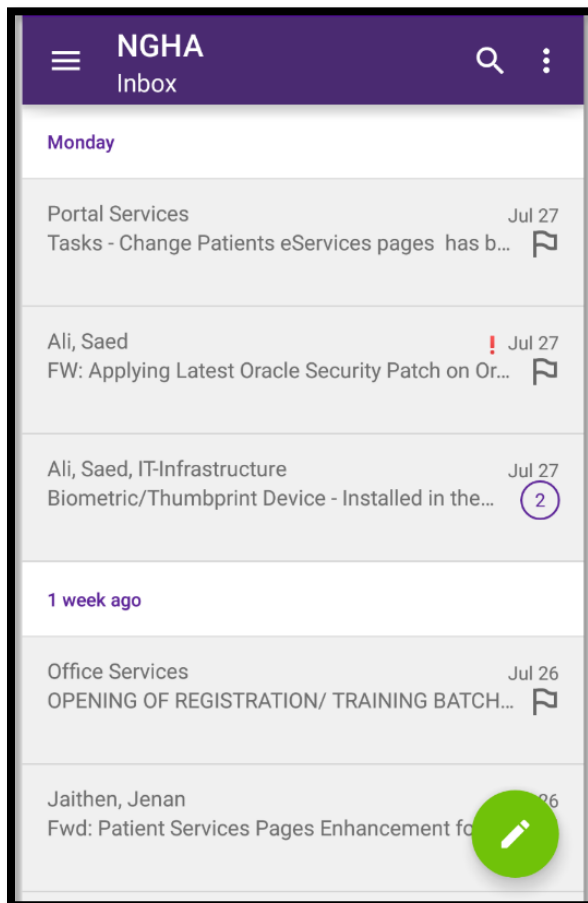
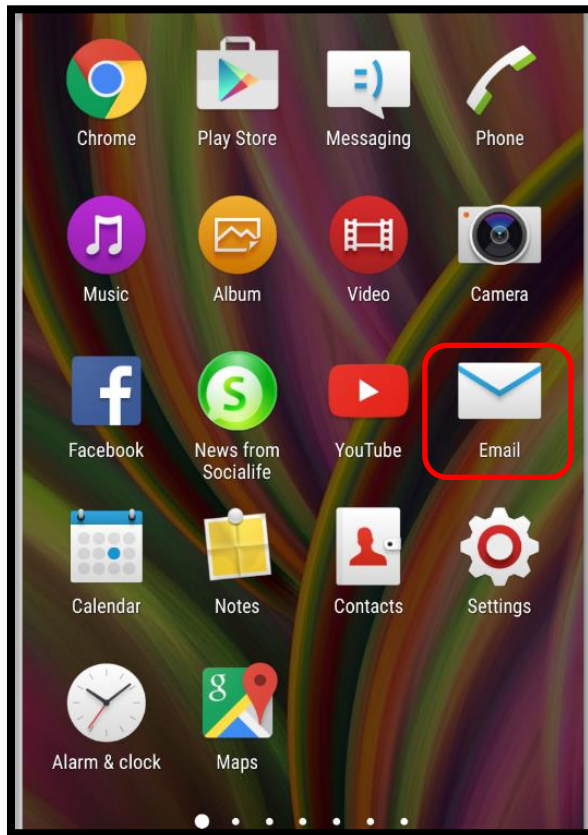
PREVIOUS NEXT

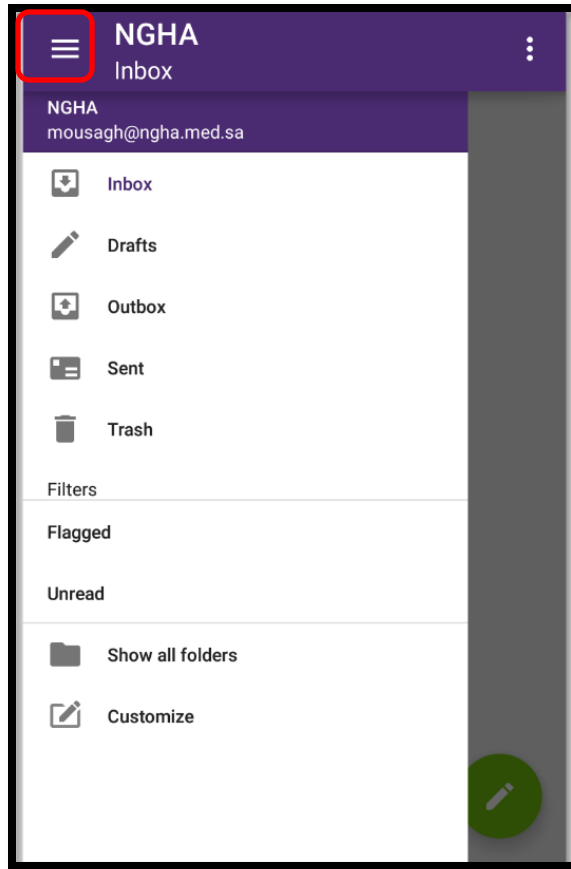
### Account setup

Set account name (optional)  
NGHA

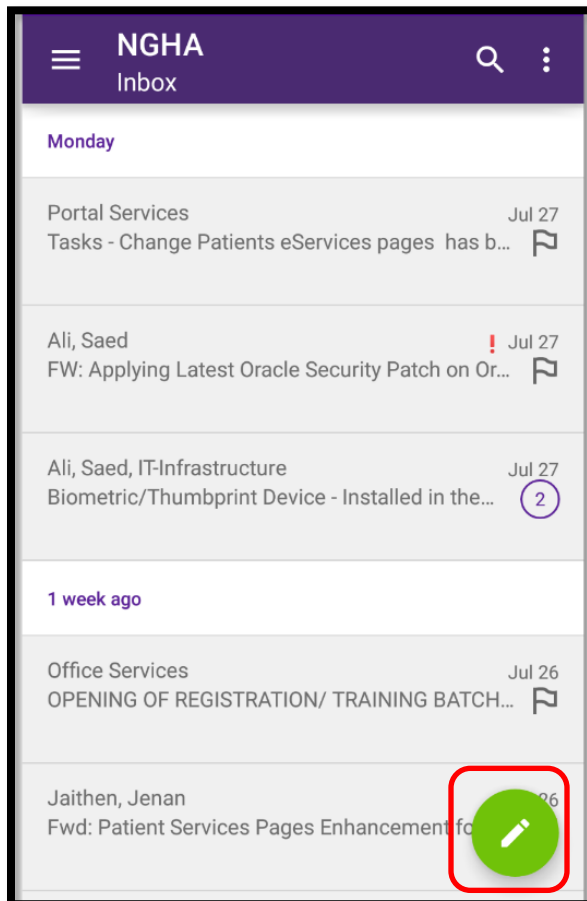
FINISH SETUP

Finally, you can access your mail:



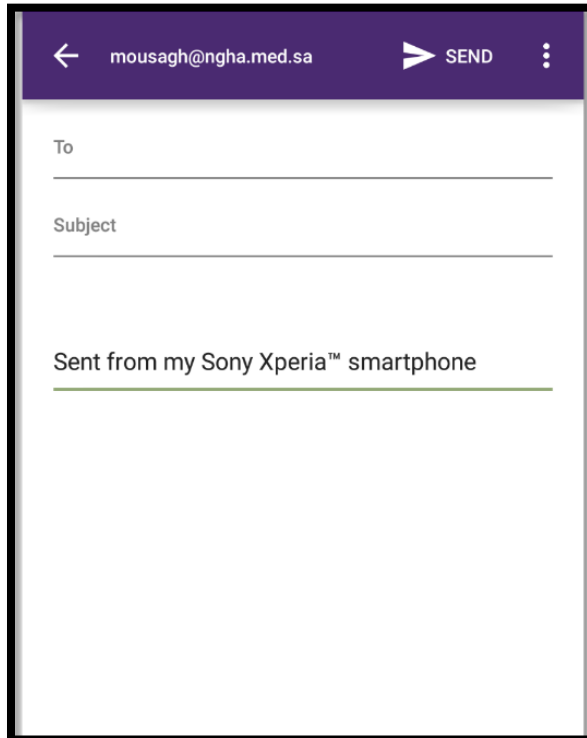


If you want to send an email:



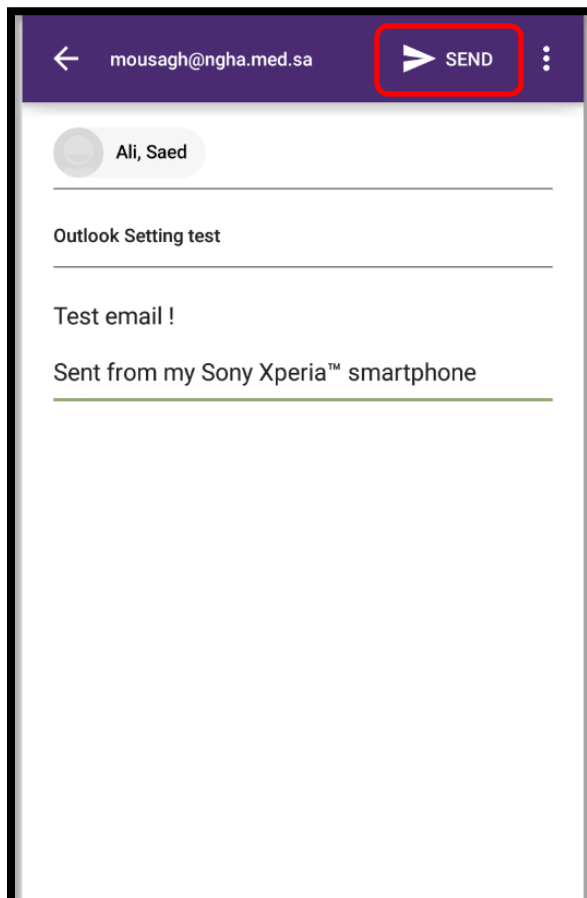


In "To:" bar write the alias name or part of it and wait for a while the "address books" will be loaded and you can choose you recipient account:



A screenshot of an email composition interface. At the top, there is a purple header bar with a back arrow, the email address 'mousagh@ngha.med.sa', a 'SEND' button with a right-pointing arrow, and a three-dot menu icon. Below the header, there are two input fields: 'To' and 'Subject'. The 'To' field is currently empty. Below these fields, there is a text area containing the text 'Sent from my Sony Xperia™ smartphone'.

Fill in the message you want to send then click on "Send".



A screenshot of an email composition interface, similar to the one above. The 'To' field is now filled with the name 'Ali, Saed'. Below the 'To' field, there are two more lines of text: 'Outlook Setting test' and 'Test email !'. The 'SEND' button in the purple header bar is highlighted with a red rectangle. The text 'Sent from my Sony Xperia™ smartphone' is still present at the bottom of the message body.

Here is the message how it appear throw Outlook in your or the Recipient PC:

