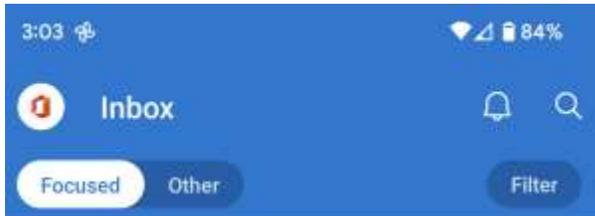
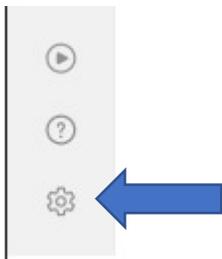


CommonwealthU.edu Email Setup for Android Devices

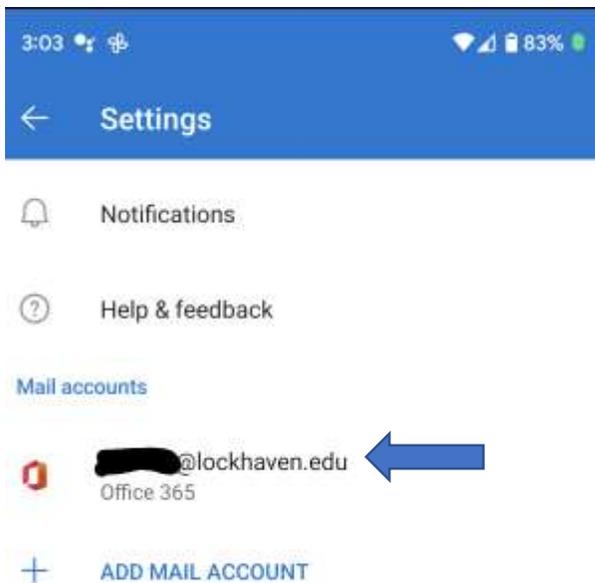
1. Open email school account on your phone
2. Touch red Icon to the left of inbox at top of screen



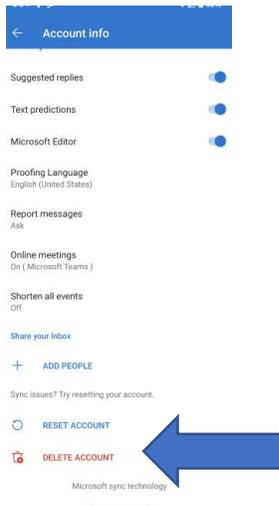
3. Click on the Setting Icon (the gear)



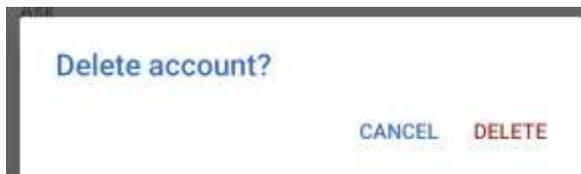
4. Click on your account under Mail Accounts



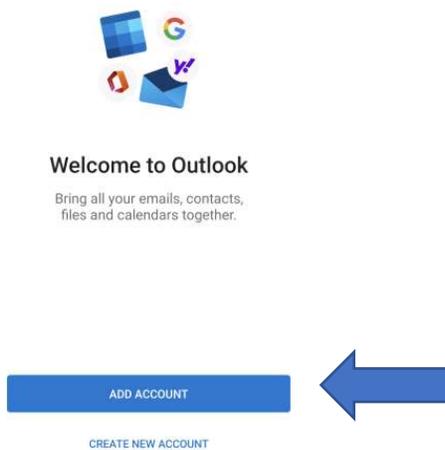
5. Click on Delete Account



6. Click Delete



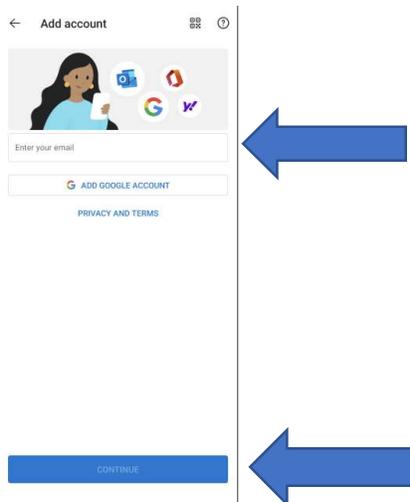
7. Click on Add Account



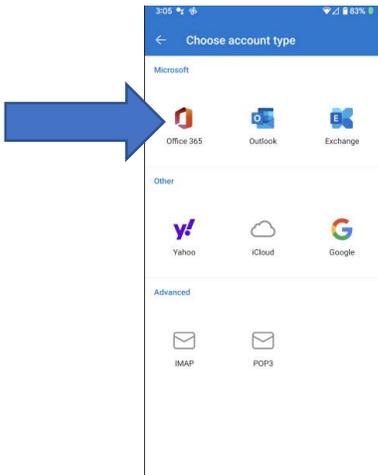
8. Click on Skip This Account



9. Type your username@commonwealthu.edu (ex: abc123@commonwealthu.edu) and Click Continue



10. Click on Office 365



11. Enter your Campus email address (ex: abc123@lockhaven.edu) and password

A screenshot of the 'Single Sign-On' login page for the Commonwealth University of PA. The page features the logos of Bloomsburg University, Lock Haven University, and Mansfield University at the top. Below the logos is the text 'COMMONWEALTH UNIVERSITY OF PA'. The main heading is 'Single Sign-On'. There are two input fields: 'Username' with the placeholder text 'username@school.edu' and 'Password'. Below the password field is a disclaimer: 'This is a private system for use of Bloomsburg, Lock Haven, and Mansfield University Faculty, Staff, and Students only. Unauthorized access is prohibited.' and 'Access to student information is governed by the Family Educational Rights and Privacy Act (FERPA). Signing on to any network system is your acknowledgement you will comply with the provisions of this legislation.' At the bottom is a red 'Sign On' button.

12. DUO 2FA will display

A screenshot of the 'Single Sign-On' page showing Duo 2FA authentication options. The page features the logos of Bloomsburg University, Lock Haven University, and Mansfield University at the top. Below the logos is the text 'COMMONWEALTH UNIVERSITY OF PA'. The main heading is 'Single Sign-On'. A blue box contains the text 'Authentication with Duo is required.' Below this is a white box with the Bloomsburg Lock Haven Mansfield logo and a 'Settings' button. There is a 'Device:' dropdown menu with 'Android (XXX-XXX-6406)' selected. At the bottom are two green buttons: 'Send Me a Push' and 'Enter a Passcode'.

13. It will ask if you want to add another account...you can click on Maybe Later

Add another account



Would you like to add another account?



MAYBE LATER

ADD >

14. Your Email should open.