

SCC Email Integration with 3rd party Applications

Primary Applications:

- Apple Email
- Gmail
- Samsung Email

To begin:

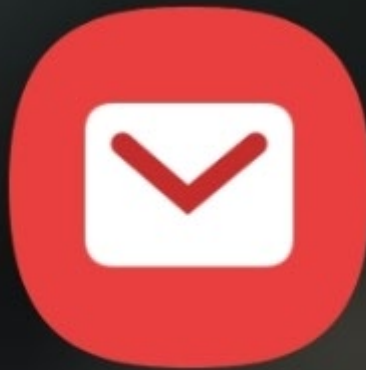
Open the native Email Application for your device or the Gmail App and click the appropriate Application below for step-by step instructions

Iphone



Mail

**Android
(Samsung)**



Email

Gmail

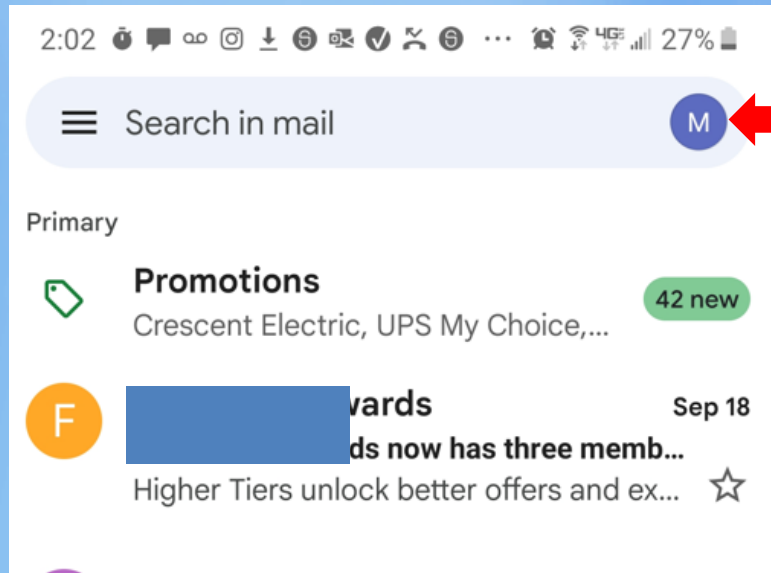


Gmail

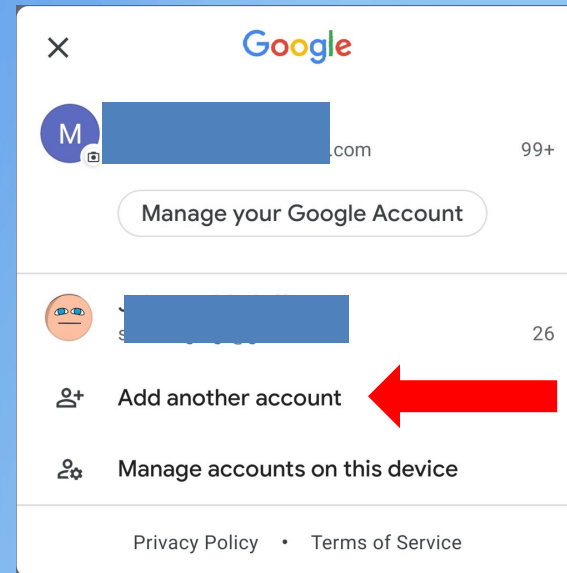
Gmail



From your Gmail inbox, click your avatar photo



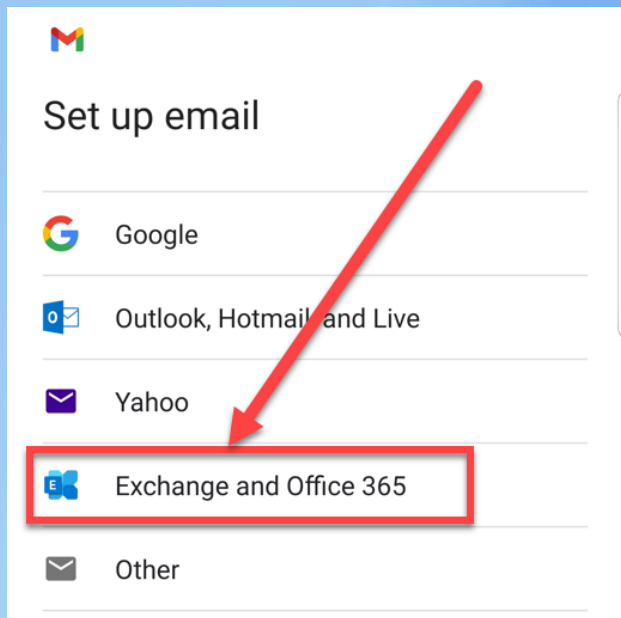
Click "Add Another Account"



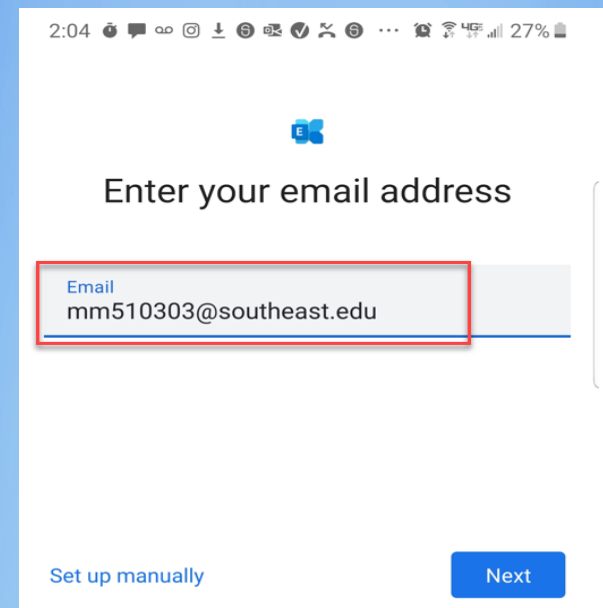
Gmail



Select: Exchange and Office 365



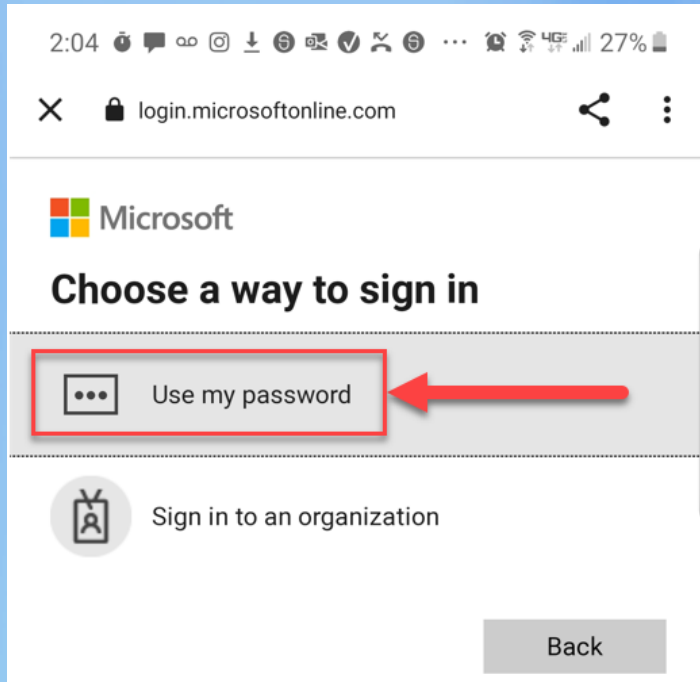
Enter your SCC Username in the format shown



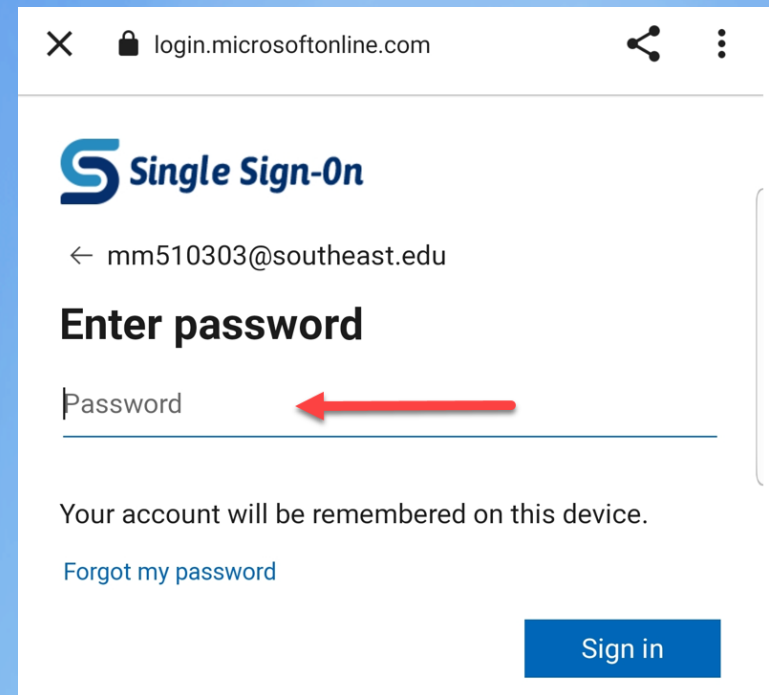
Gmail



If asked to Choose a way to sign in, Click “Use my password”



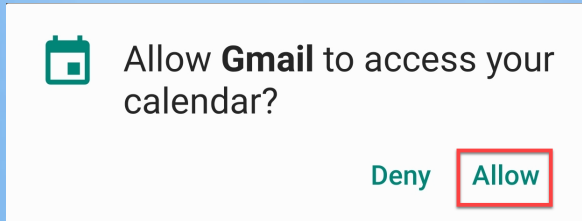
Enter your SCC Hub Password here



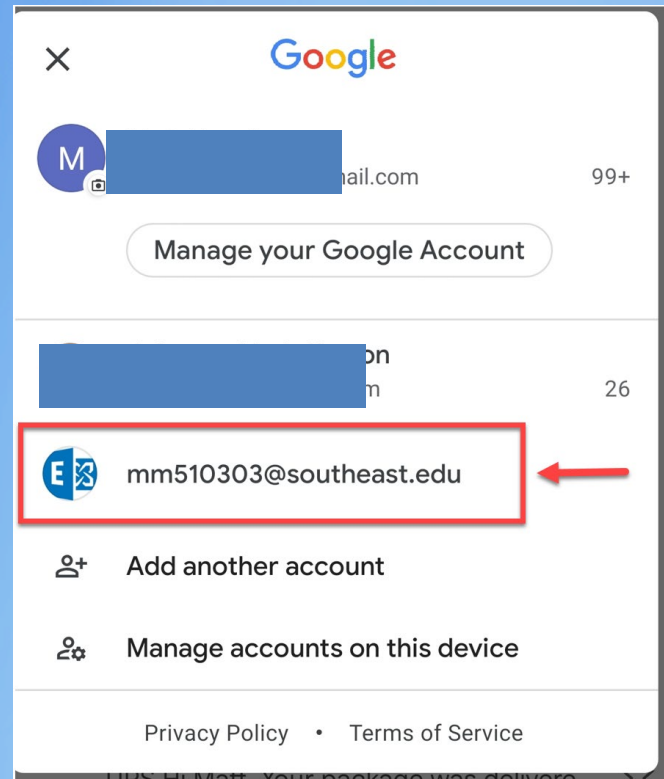
Gmail



If asked, Click Allow Gmail to access Calendar



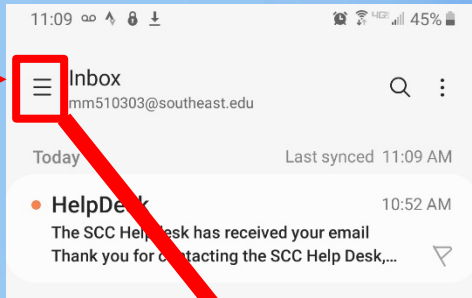
You will be taken to your SCC Inbox. Your account is now added and available, review by clicking on avatar photo



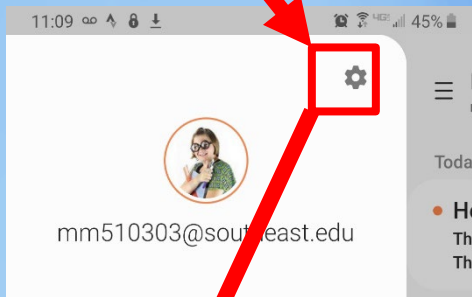
Android (Samsung)



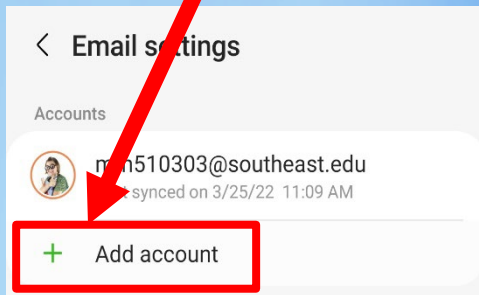
To add an account to the Samsung Email App, click the 3 bar icon next to "Inbox"



Click on Settings



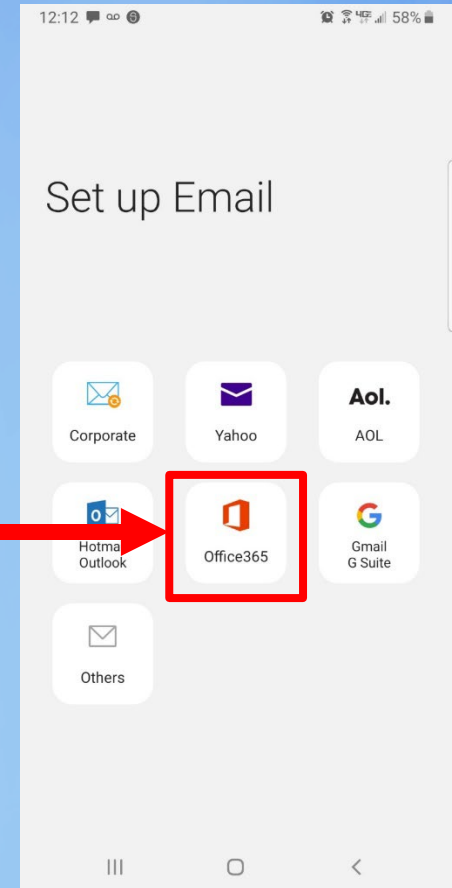
Click "Add Account"



You will then be taken to the **Set up Email** Screen.

Note: If you have not yet used the Samsung Email App, you will start at this screen.

Click on **Office365** to begin



Android (Samsung)



Enter your SCC Hub
Login

12:13 Sign in to your account
https://login.microsoftonline.com/co...

Microsoft

Sign in

mm510303@southeast.edu

No account? [Create one!](#)

Can't access your account?

Back Next

Sign-in options

Enter your SCC Hub
Password

Sign in to your account
https://login.microsoftonline.com/co...

Single Sign-On

← mm510303@southeast.edu

Enter password

Password

Your account will be remembered on this device.

Click Apply to approve
required security
settings

Apply security settings?

To use this account, you need to apply the security settings required by its IT policy.

Cancel | Apply

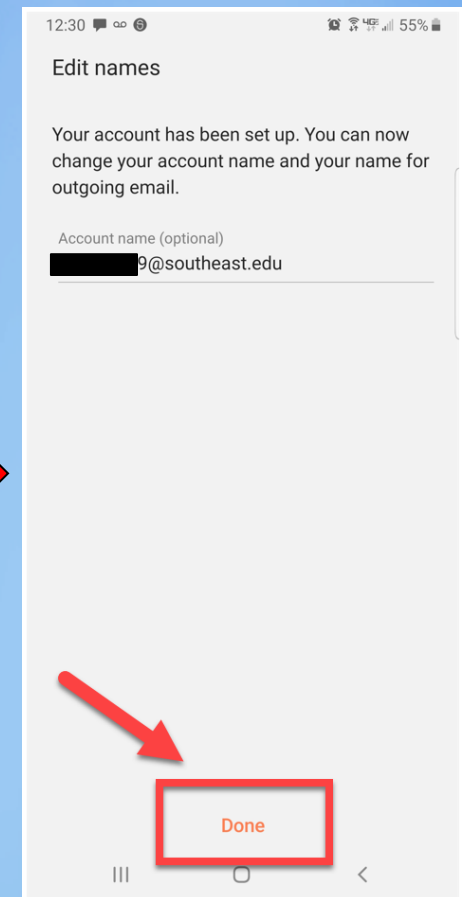
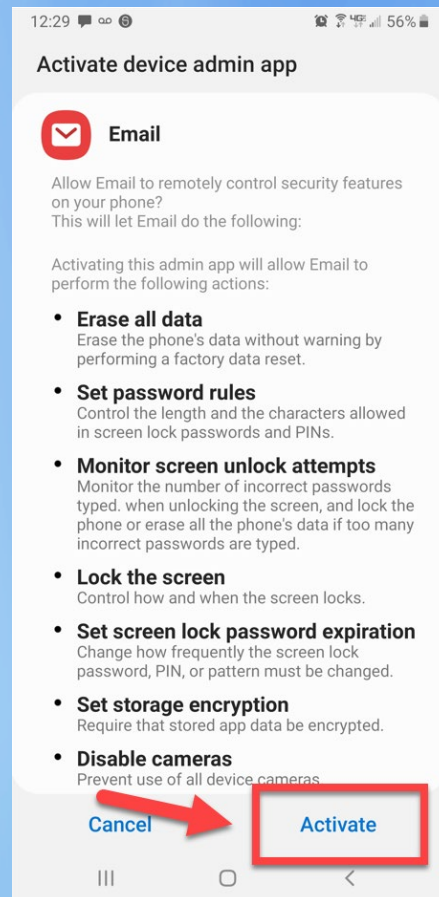
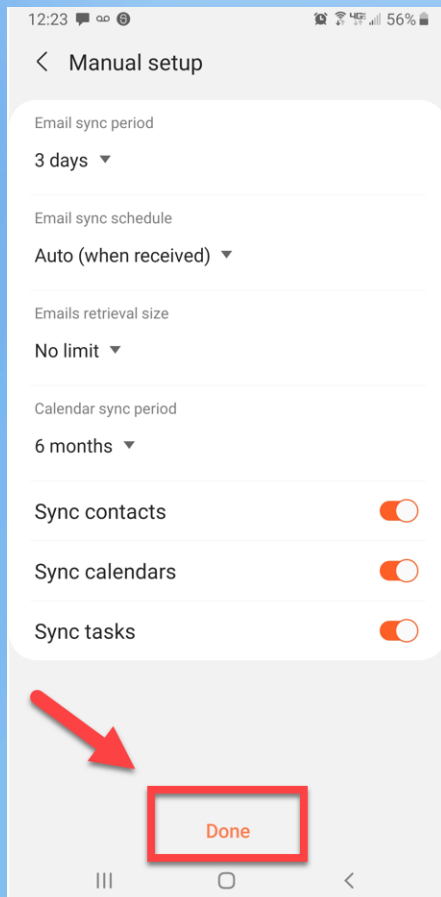
Android (Samsung)



Click **Done** to accept the default settings.

Click **Activate**

Edit account name (Optional)
Click **Done**

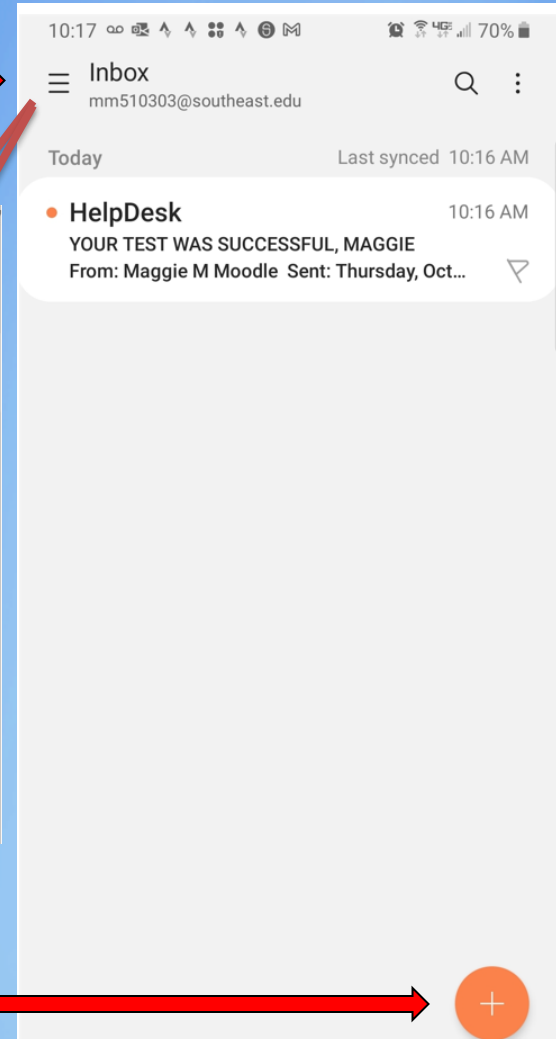
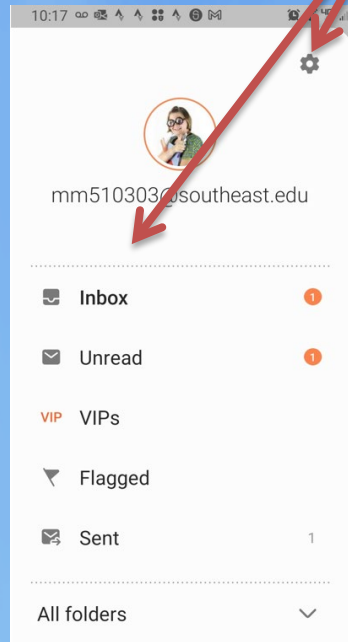


Android (Samsung)



Click the 3 horizontal bar icon
to open Folder/Additional
Settings window

Your account is now
active and you will be
taken to the account
Inbox



Open New Email with the
"+" Icon

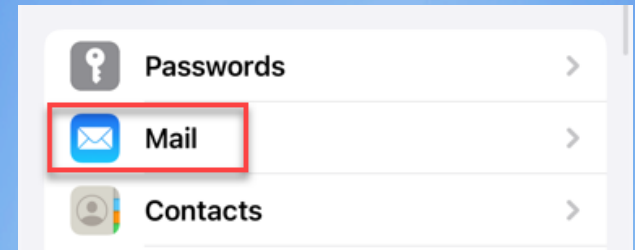
Iphone



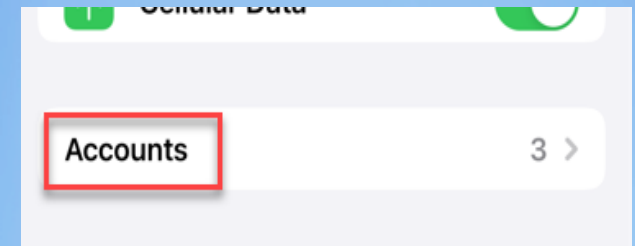
Open Settings



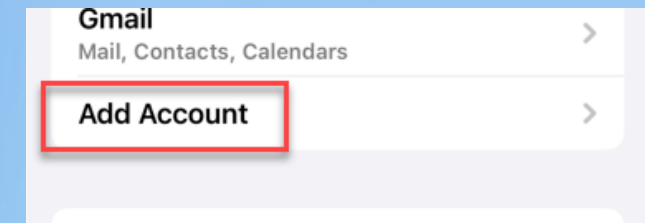
Choose "Mail"



Click "Accounts"



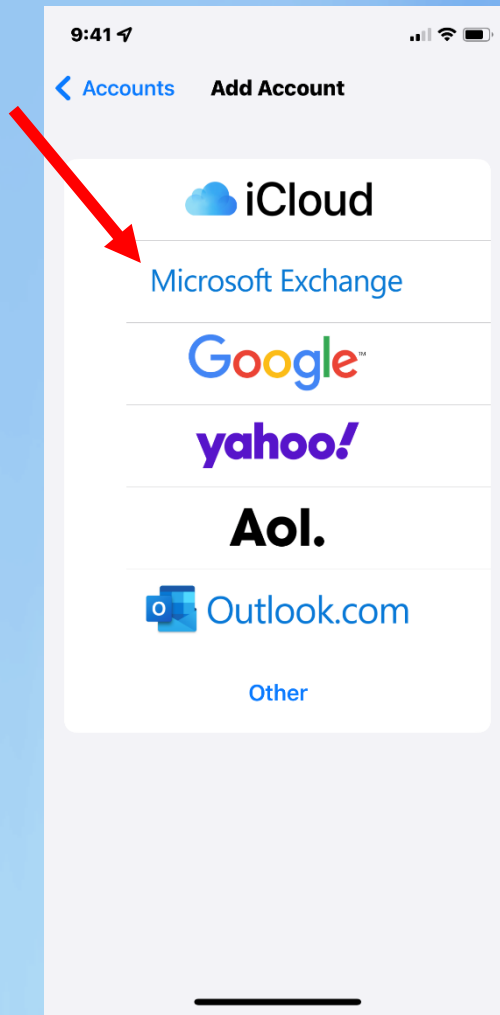
Click "Add Account"



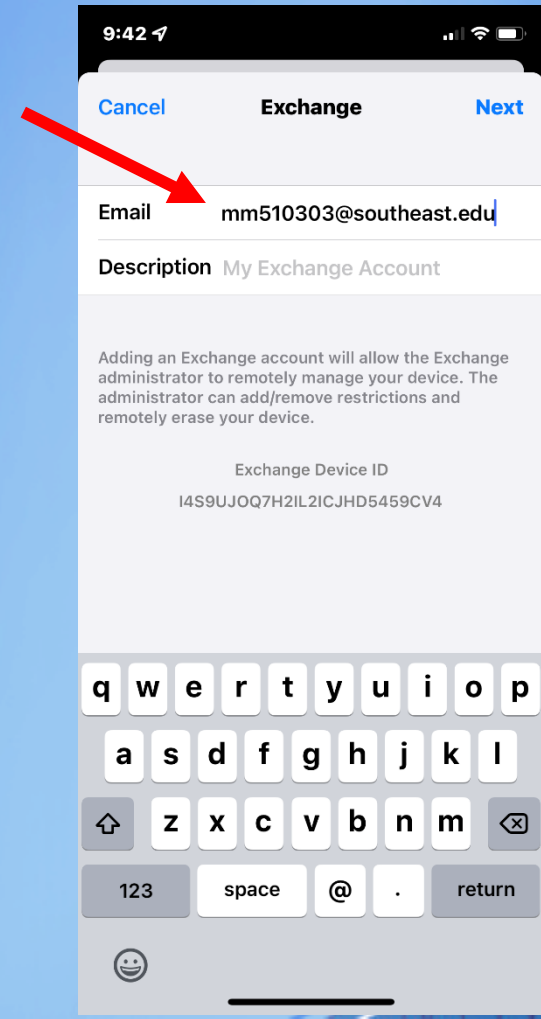
Iphone



Choose
Microsoft
Exchange



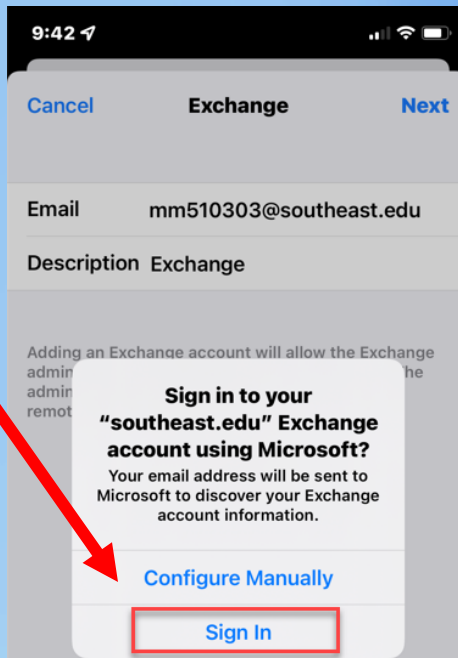
Enter your
SCC
Username



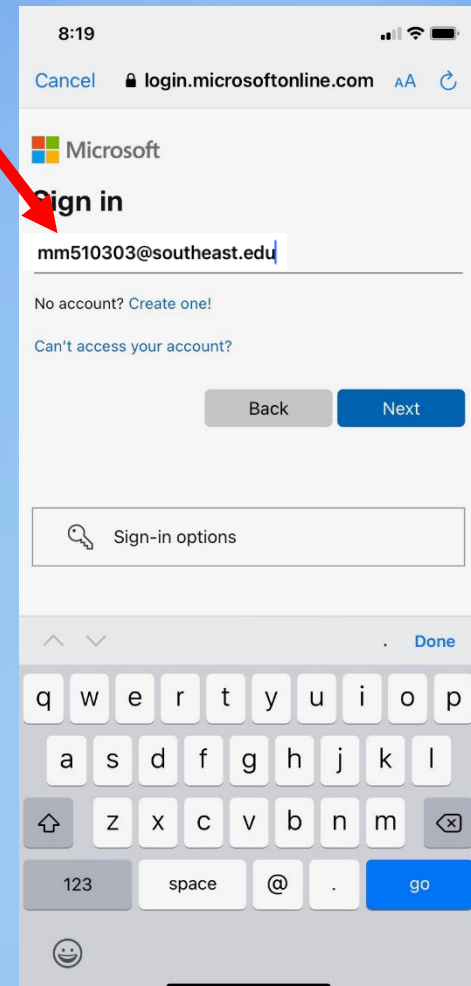
Iphone



Click **Sign In**



Enter **SCC Username**




Iphone



Enter **SCC Hub Password**



10:48 Cancel login.microsoftonline.com AA ↻

 **Single Sign-On**

← mm510303@southeast.edu

Enter password

Password

Your account will be remembered on this device.

[Forgot my password](#)

[Sign in with another account](#)

[Sign in](#)

Need Help? helpdesk.southeast.edu or 402-437-2447 Your SCC Username is: First+Last Initial+SCC ID # (no leading zeros)+@southeast.edu for example: Happy Student's ID # is 0123456 = hs123456@southeast.edu

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You should now be at your **SCC Email inbox**





8:27 Mailboxes Edit

Inbox

Search

- M** 8:25 AM >
Pl
Th
time of year I always like to snow my gratitude for a...
- Microsoft Viva** 5:53 AM >
Your daily briefing
e a great Thursday!
[Briefing header] Commitments and follow-ups Fro...
- SolarWinds Service Desk** 3:26 AM >
Your Thursday Digest
[https://ast.samanage.com/assets/daily_digest/bell-da8c31844824e6e115930a617109c0638dbf0095...]
- 12:15 AM >
FW: Que Performance by Member M-Th;Queue...
Attachment: mime-attachment
- SoutheastCc** Yesterday 
Ir
in get
incident Incident
[#5] ### Reply above this line to add a comment R...
- SoutheastCc** Yesterday 
Incident #6 Testing Solar winds

R ###
itt H...
- SoutheastCc** Yesterday >

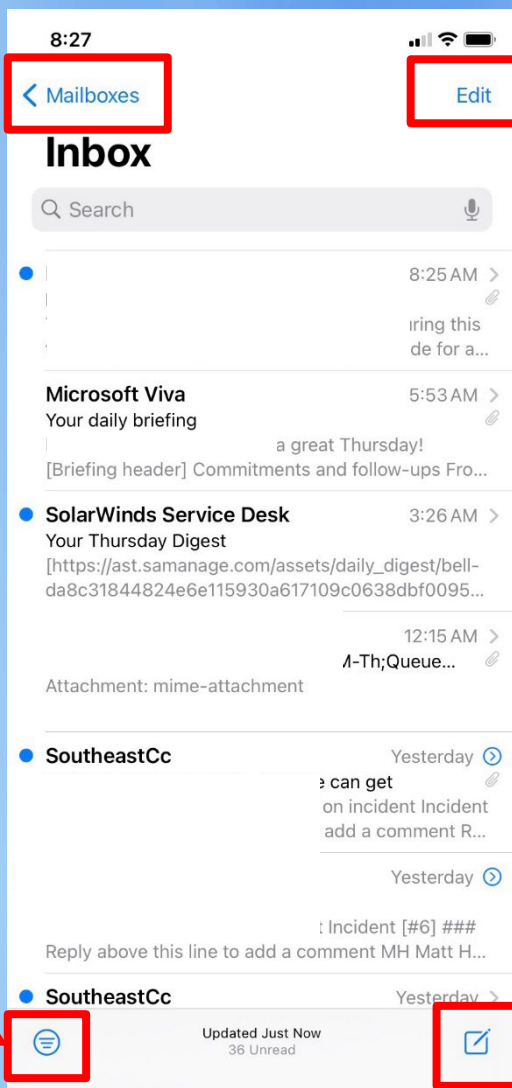
 Updated Just Now
36 Unread 

Iphone

INBOX OPTIONS



Toggle between
Mailboxes



Edit messages allows
actions for individual
messages



Filter Inbox
Messages



Compose New
Message



The SCC Help Desk is here for you!

- Lincoln- Across from Main Bookstore
- Beatrice- in the LRC

Call at: **402-437-2447**

Email us at: **helpdesk@southeast.edu**

OR

Visit the Help Desk website at: **https://www.southeast.edu/helpdesk/index.php**