Basic Email Settings – Bloomsburg University Students

The following are general settings for your mobile device or email software in order to utilize student email. The following should include all the information you will need to fill in other than your own username (be sure to enter your full email address, i.e. abc12345@huskies.bloomu.edu) and password.

**Mobile Devices (SmartPhones/Tablets)**

*Exchange ActiveSync (do not choose POP or IMAP)*

Account type: Microsoft Exchange / Exchange ActiveSync / Corporate Sync  
Server name: outlook.office365.com  
Domain: <blank>

**Mac or PC Computers (Desktops/Laptops)**

*Microsoft Outlook - MAPI over HTTP / “Outlook Anywhere”*

Exchange Server Name: outlook.office365.com

*IMAP (supports all mail folders and keeps mail on server)*

**Incoming:**  
Server name: outlook.office365.com  
Secure connection: SSL  
Port 993

**Outgoing:**  
Server name: smtp.office365.com  
Secure connection: STARTTLS or TLS  
Server requires authentication  
Port 587

*POP (supports only main Inbox folder and downloads mail to your computer)*

**Incoming:**  
Server name: outlook.office365.com  
Secure connection: SSL  
Port 995

**Outgoing:**  
Server name: smtp.office365.com  
Secure connection: STARTTLS or TLS  
Server requires authentication  
Port 587