Android Email Password Change Instructions

1. Find the **Email** app on your phone.
2. You should see **Three Lines**. Tap those **Three Lines,** and a menu should pop up on the left of the screen.
3. On that menu, tap the **Gear icon** on the top right.
4. Under the spot where it says **Accounts,** tap your **Bennett** email address.
5. ****Scroll down to the bottom of the screen that pops up, and tap on **Server Settings.**



1. In the first **Password** slot (under the **Account** section), type in your new password.
2. Now, scroll down to the bottom to where you see **Outgoing server**.
3. You will see another slot with a bunch of dots. Enter in your password there.



1. At the bottom of the screen hit **Done.**

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1. If you do not get any errors, you are good. If you do get errors, check your password again.
2. If you have any issues during this process, give Tech Support a call (18778307085).