



# Ard ICS SolAmor E-mail on the Verizon PCD: Changing Password

This instruction sheet will walk you through changing the SolAmor e-mail password on a android device. Password must first be changed from SunPortal then changed on the device.

Due to the differences in Android devices some of the images may be different; however most of the steps will be the same.

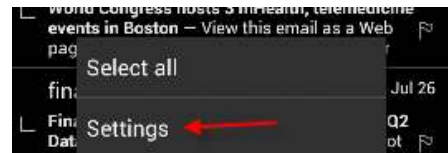
Find and touch the Mail Icon on the Start screen



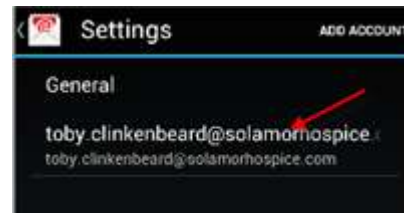
Tap on the Menu Button



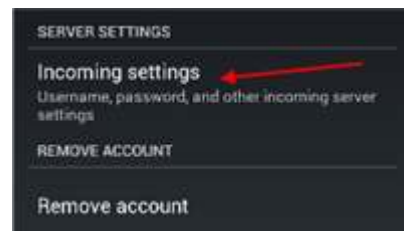
Tap on Settings



Tap on the e-mail account



Scroll down and tap on Incoming Settings



Tap in Password box

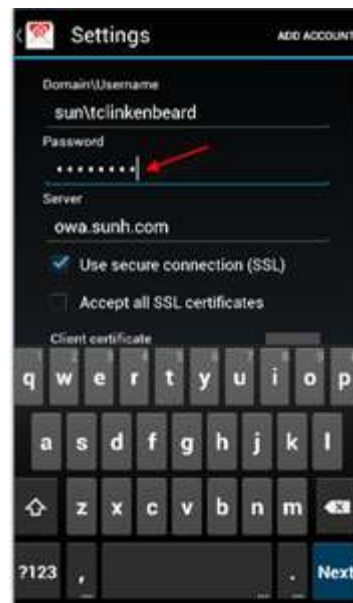
Delete old Password

Enter new Password  
(Must change on computer first)

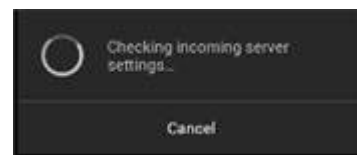
Tap Next

Tap Done

Tap Done



Will get a box pop up “Checking Incoming Server”

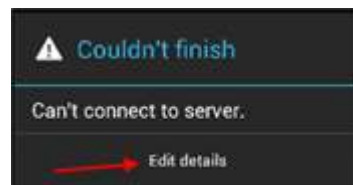


If change is successful it will bring you back to the setting screen

Tap the Back button twice and try the refresh

May have to turn the device off and back on for the change to take effect

If you get the “Couldn’t finish” box, tap on Edit details



Clear out the Password and re-enter

If you continue to get the error try logging into SunPortal  
With the username and password you were given to  
Verify accuracy

If you have any problems please contact your Super User or 1-800-MIS-SUN1 choose the option for HCHB Support or e-mail [HCHBSupport@sunh.com](mailto:HCHBSupport@sunh.com).