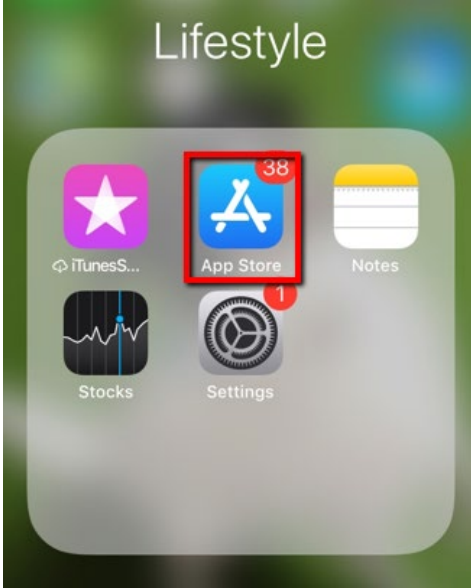
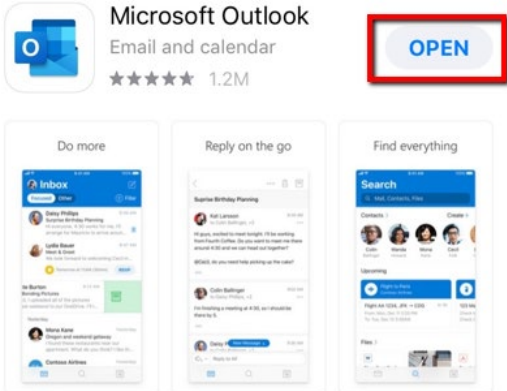


How to Add Office 365 Email to iOS Microsoft Outlook Application

PURPOSE: Add Office 365 Email to iOS Microsoft Application

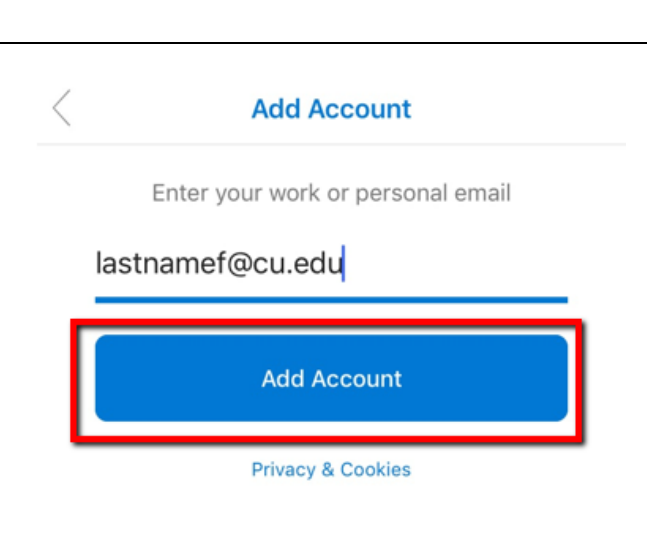
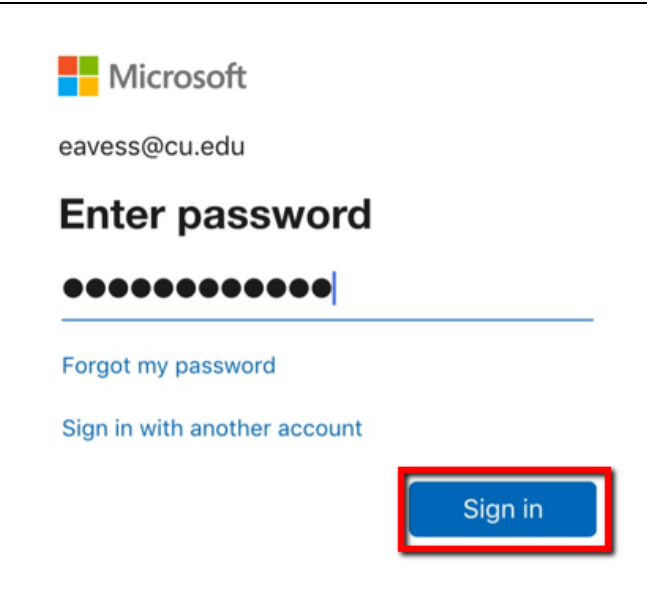
HOW TO ADD OFFICE 365 EMAIL TO iOS NATIVE APPLICATION:

<p>On home screen, tap on App Store.</p>	
<p>Download and install the Microsoft Outlook App.</p> <p>Open the App.</p>	



UIS SERVICE DESK

EMAIL & CALENDARS

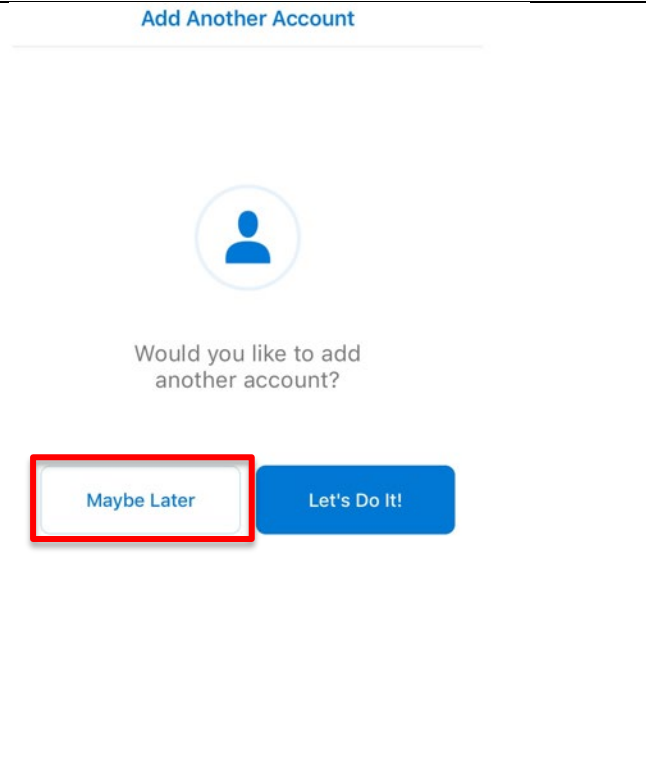
<p>On the Add Account screen, type in your username, followed by @cu.edu.</p> <p>Click Add Account.</p>	
<p>When prompted Enter Password.</p> <p>Tap Sign In.</p>	



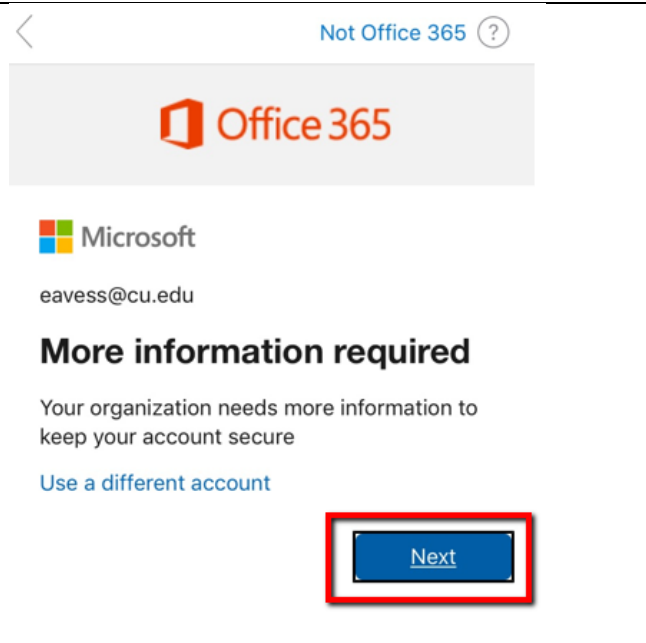
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If you are only adding your account, on the Add Another Account screen, tap **Maybe Later**.



Click **Next**.



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Contact UIS

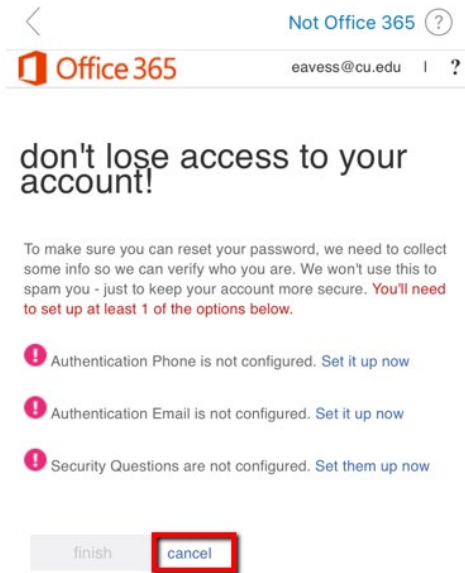
Call: (303) 860-4357

Email: help@cu.edu

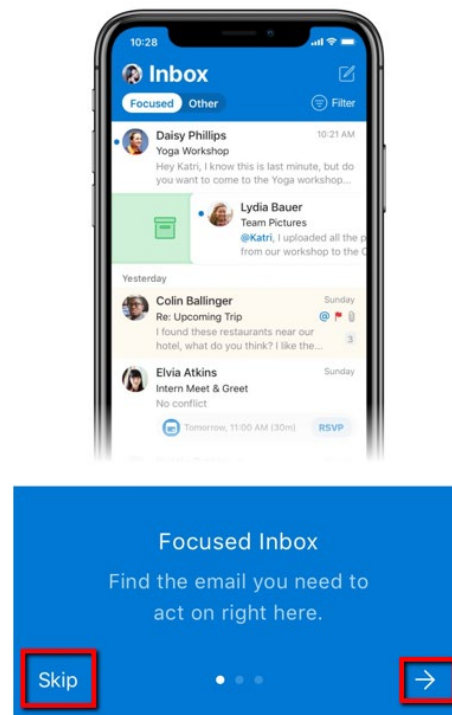
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You will be able to add this information at another time. Tap **cancel** to complete setup.



A tutorial will display. You can either **Skip** or page through the screens.



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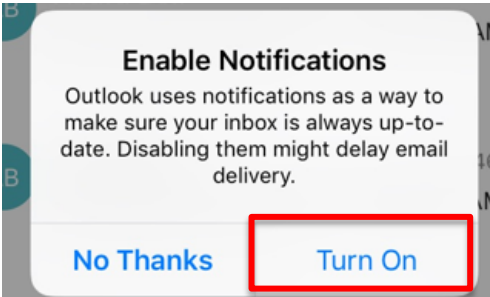
Contact UIS

Call: (303) 860-4357

Email: help@cu.edu

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<p>You will be asked if you want to Enable Notifications. Select Turn On if you do.</p>	
<p>View Inbox. The lower part of screen provides icons to move between Mail, Search, and Calendar.</p>	