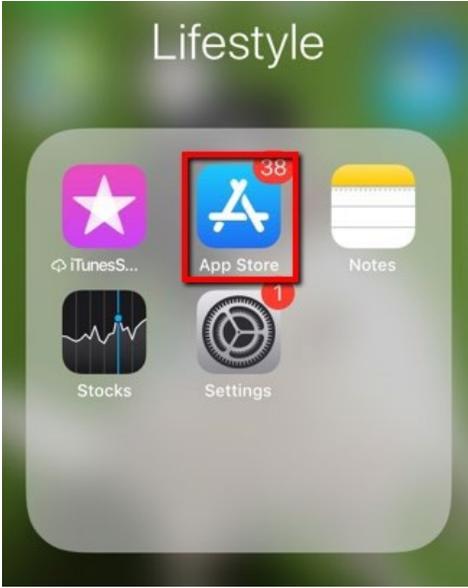
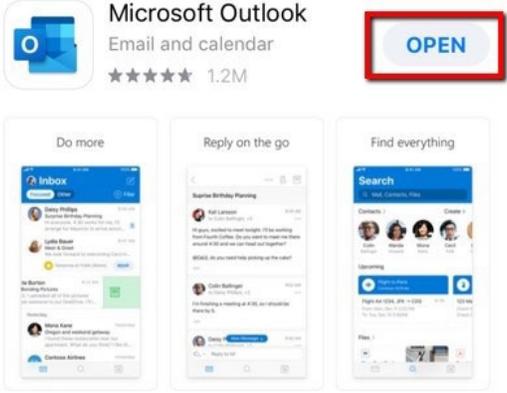


How to Add O365 Email to iOS Microsoft App

PURPOSE: Add O365 Email to iOS Microsoft App

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

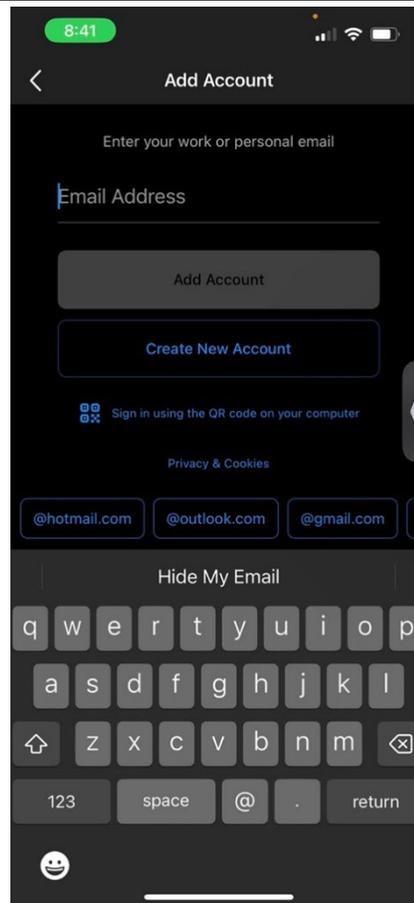


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On the **Add Account** screen, type in your CU System username, followed by @cu.edu. (Ex: smithj@cu.edu)

Click **Add Account**.



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Email: help@cu.edu

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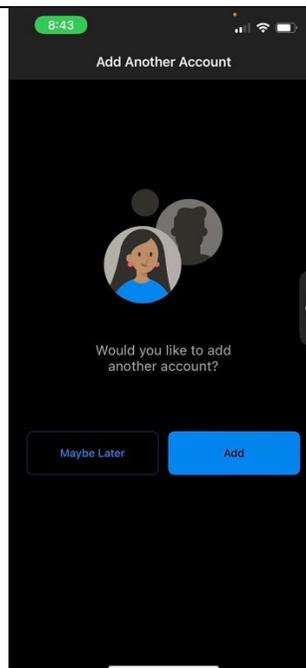
When prompted, please use your CU system username and password to login.

You will then authenticate your identity through DUO.



If you are only adding one account, tap **Maybe Later**.

Click **Add** to connect any additional O365 email accounts.



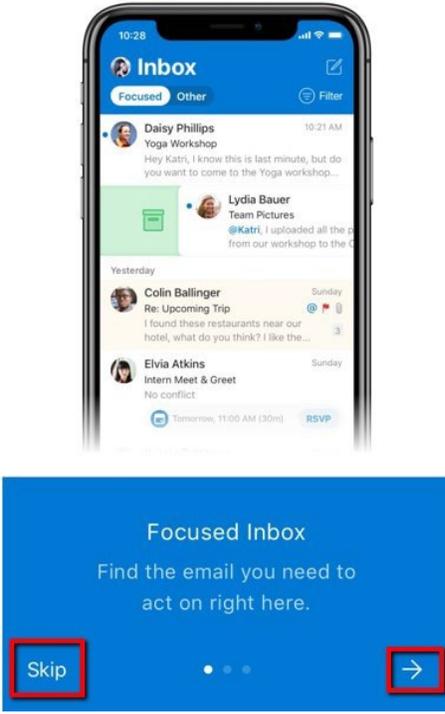
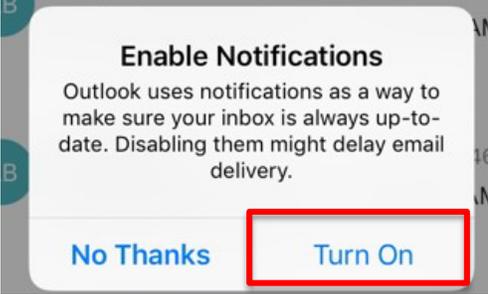
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<p>A tutorial will display. You can either Skip or page through the screens.</p>	
<p>You will be asked if you want to Enable Notifications. Select Turn On if you do.</p>	
<p>You can now access your email. The lower part of screen provides icons to move between Mail, Search and Calendar.</p>	



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