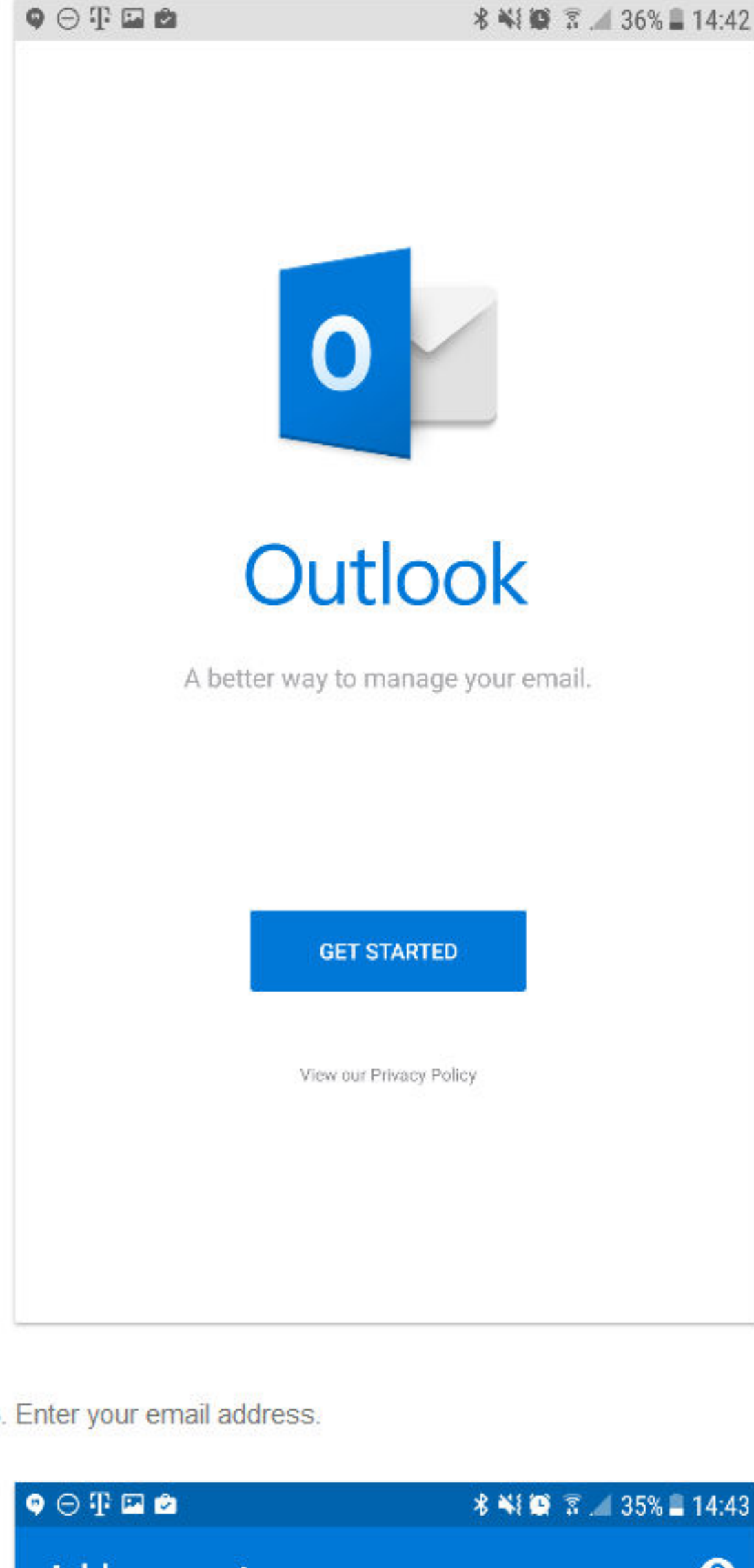
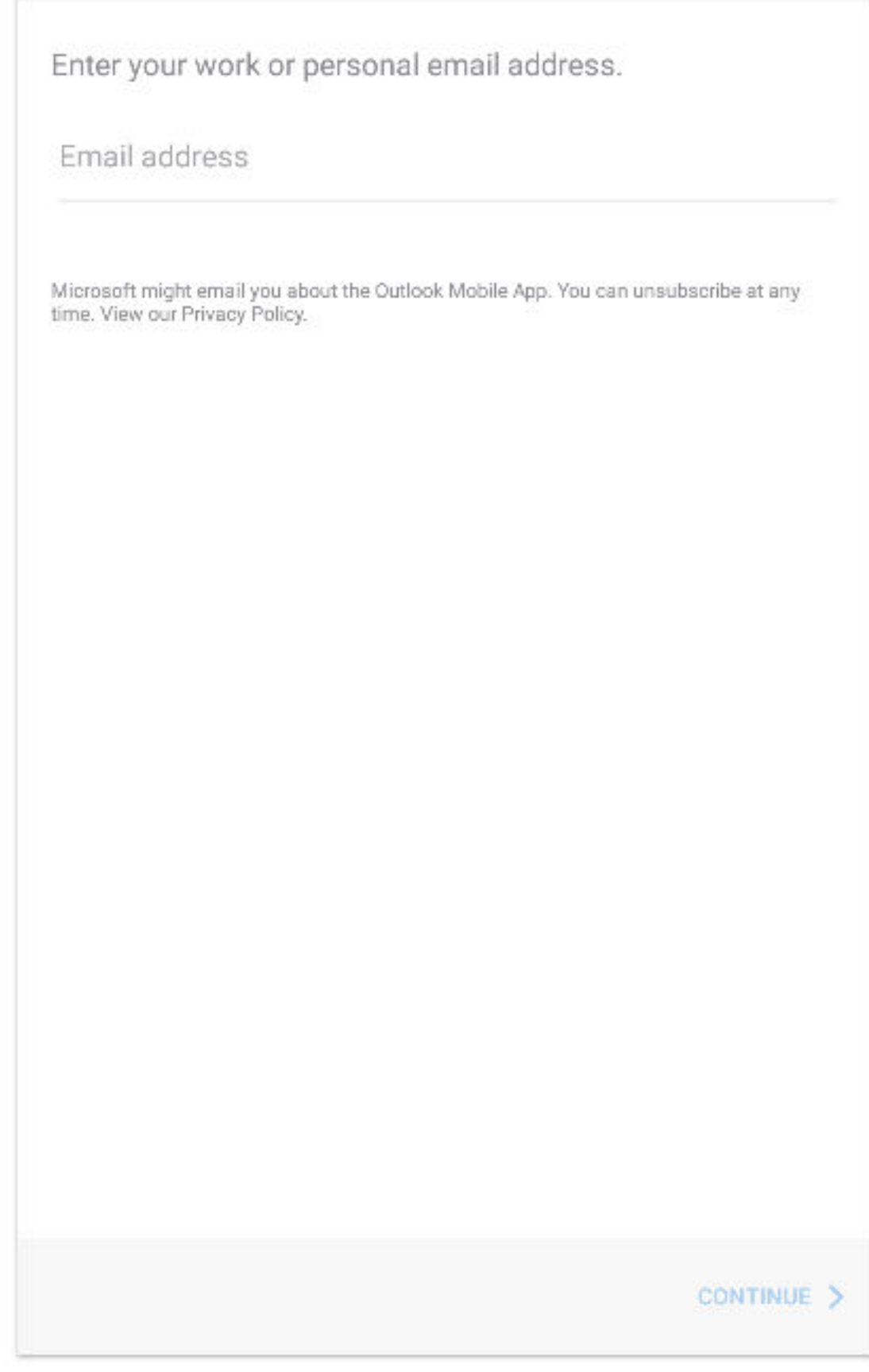


# Outlook for Android (ActiveSync)

1. Download the Outlook for Android app from the Play Store
2. Once it downloads, open it, and tap the blue **Get Started** button.

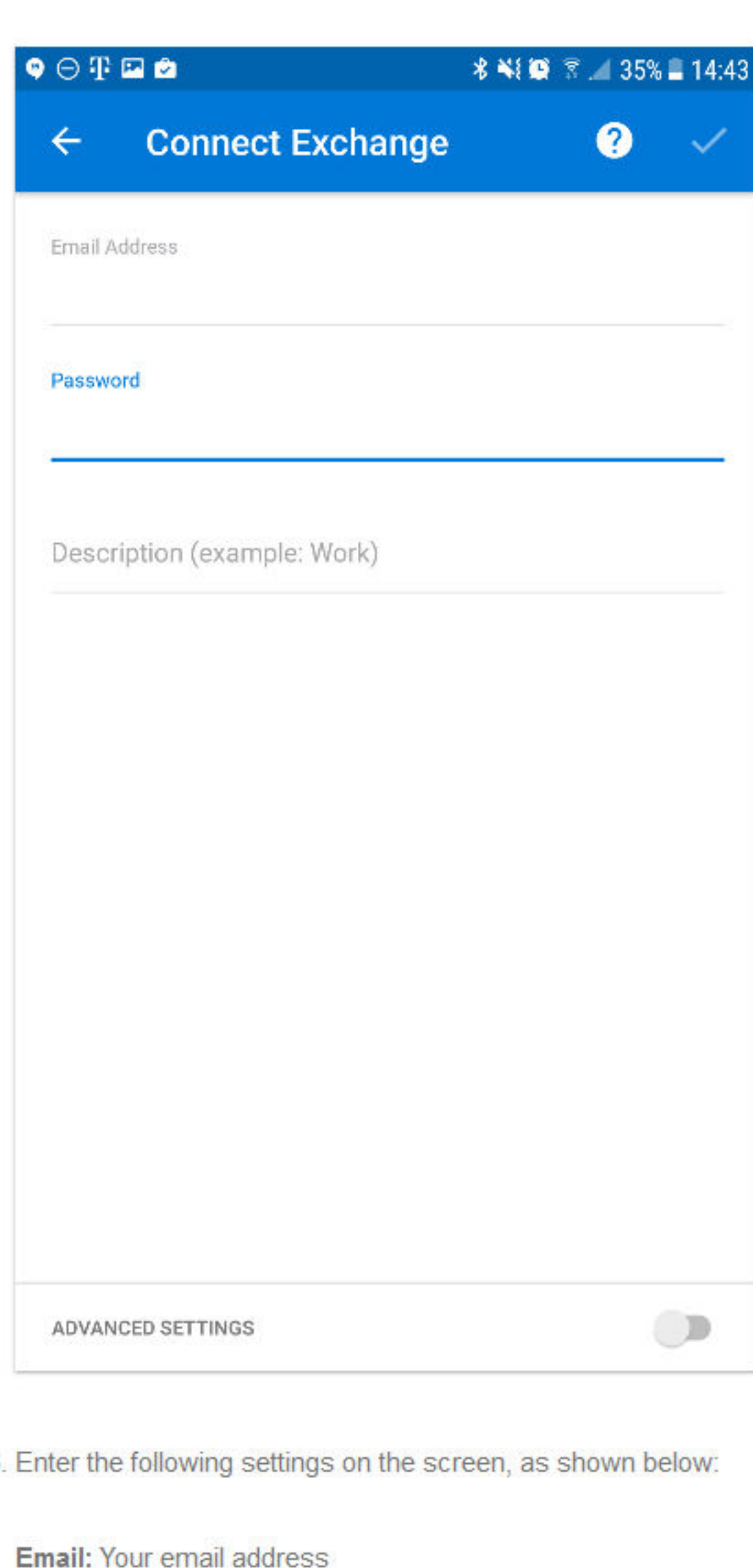


3. Enter your email address.



4. Tap **Continue**

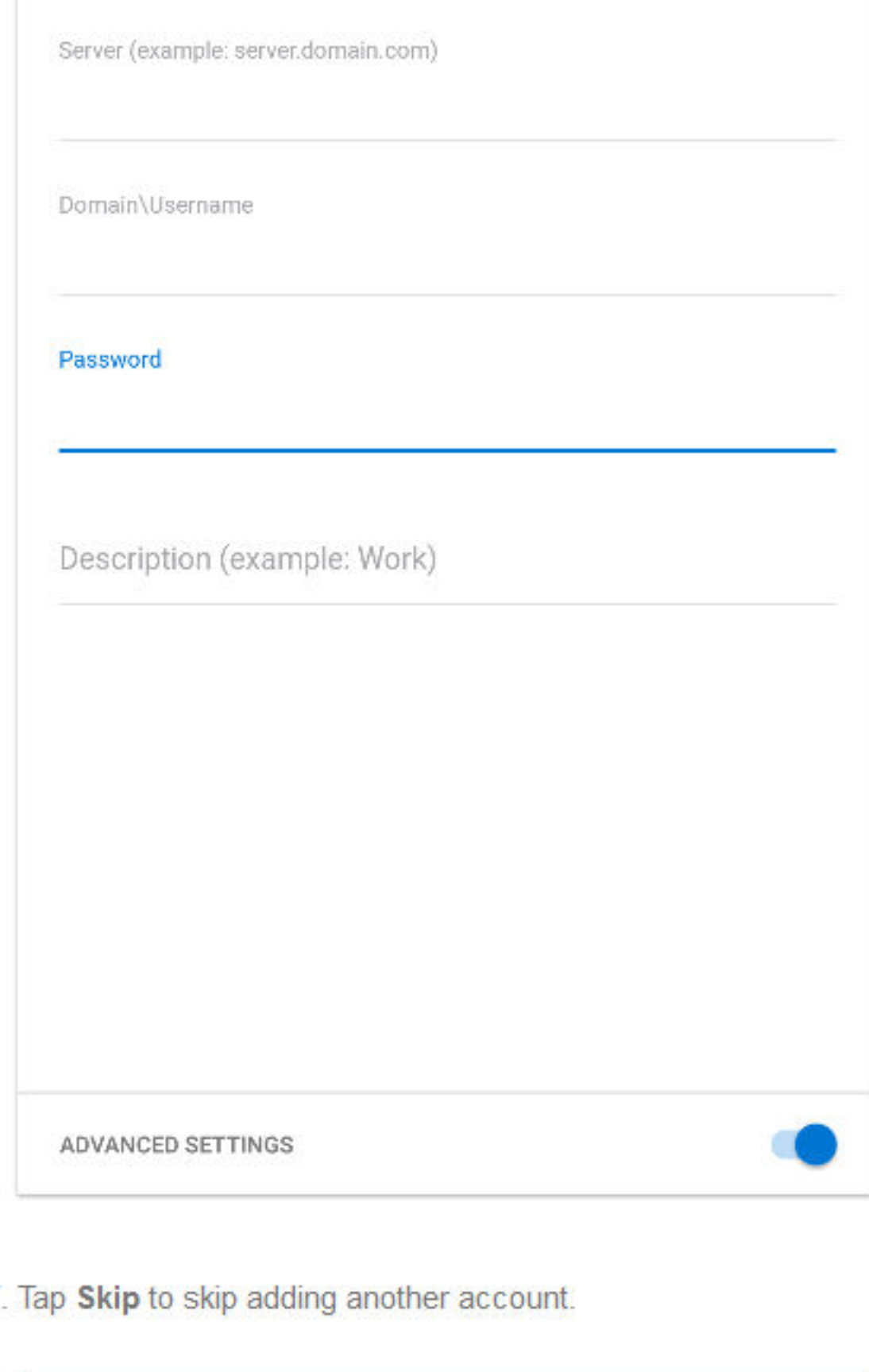
5. Enter your mailbox password and a description of the account. Then enable the **Advanced Settings** slider on the bottom of the screen.



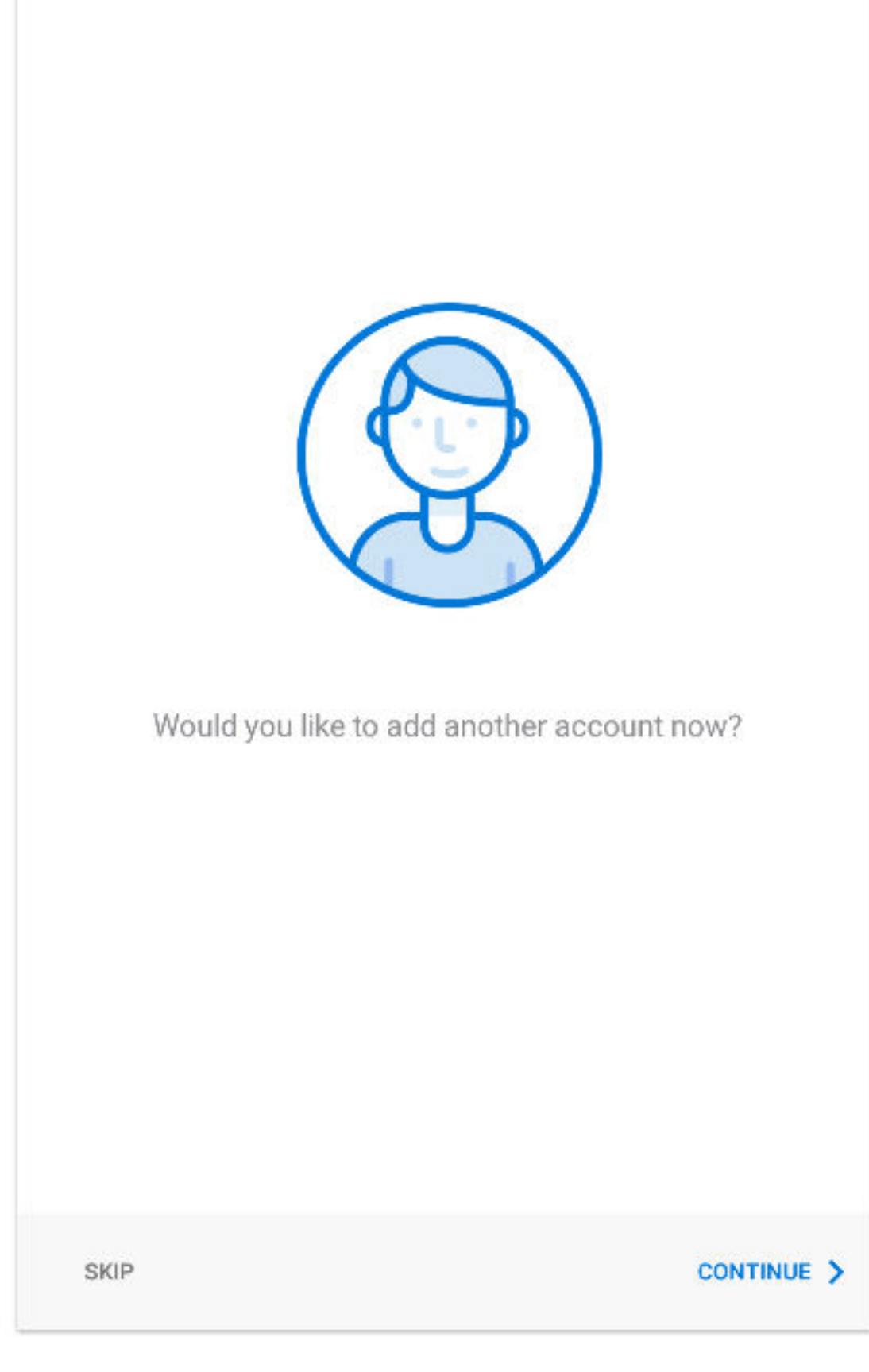
6. Enter the following settings on the screen, as shown below:

**Email:** Your email address  
**Server:** Your Exchange server  
**Domain/Username:** Your email address  
**Password:** Your mailbox password

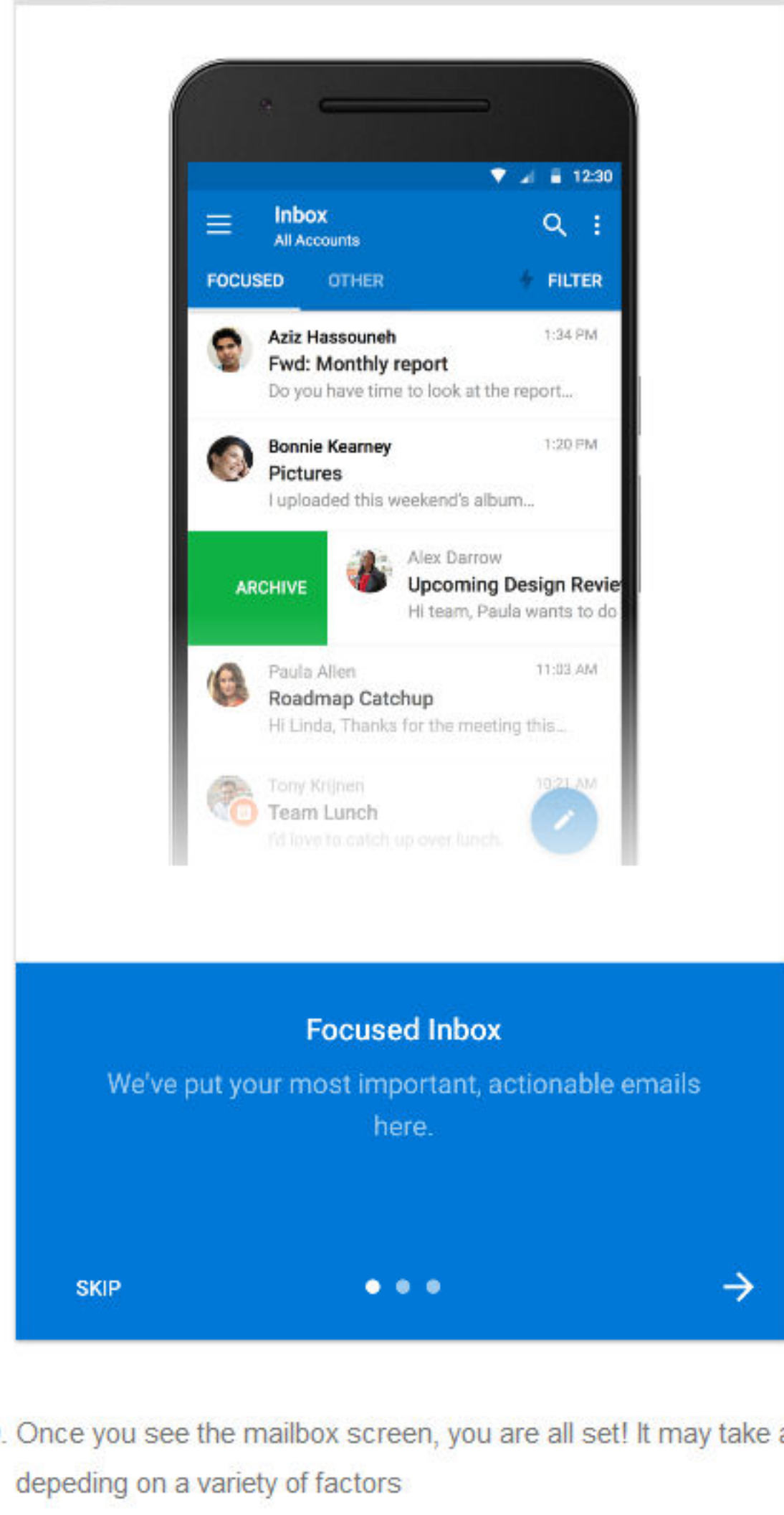
Once you're done, click the checkbox on the top right corner



7. Tap **Skip** to skip adding another account.



8. You may go through the app tutorial by clicking on the arrow on the bottom right, or tap **Skip** to skip it.



9. Once you see the mailbox screen, you are all set! It may take a few minutes to download mail depending on a variety of factors:

