

Install the **Outlook for Android** app from the <u>Google</u> <u>Play Store</u> and then open it.

Tap Get Started if this is your first time.

Otherwise, to add another email account, open the Menu \equiv > Settings \bigcirc > Add Account > Add Email Account. Then skip to step 4 under <u>Set up</u> another email account below. 2

Outlook may detect your Google accounts. To add them to Outlook for Android, tap **Google Connect Account** and then tap **OK** to confirm. Tap **Allow** to give Outlook access to your Contacts.

Accounts			
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If you don't want to add these accounts, tap **Skip** and then go to step 4 under <u>Set up another email</u> <u>account</u> below..

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Select the accounts you'd like to add and tap Add Account. You may be asked to sign in.

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yournan	ne@gmail.com	
ACCOUNT >	<	ADD

Tap **Allow** to confirm offline access and any other prompts.



To add another email account, tap **Continue** and go to Step 4, otherwise tap **Skip**.

4

Enter your full email address, then tap **Continue**.



5

Enter your email account password and tap **Sign** In or **Next**.

Note: The sign in screen may look different for you depending on your email provider.

