

Helpful Hints for Setting up Outlook on a Mobile Device



- 1. Make sure that the device is connected to Wi-Fi
- 2. Go to settings
- 3. Add mail account
- 4. Choose Exchange
- 5. Manual set up
- 6. Domain/Username: Full e-mail address
- 7. Server: outlook.office.365
- 8. Username: Regular
- 9. Password: Regular
- 10. Use a secure connection (SSL)