

Microsoft O365 Email

Adding Microsoft email account to iOS Outlook app

Set up O365 Email on iOS Device (iOS 11)

Get the Outlook iOS app

Download the Outlook iOS app from the [App Store](#)



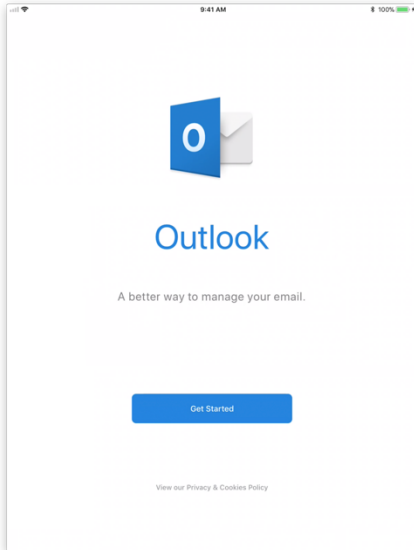
Outlook

Open the Outlook app



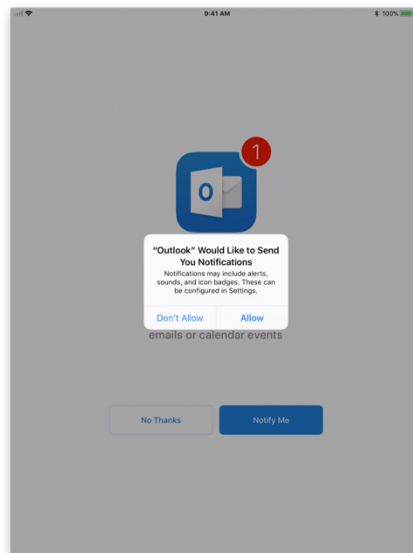
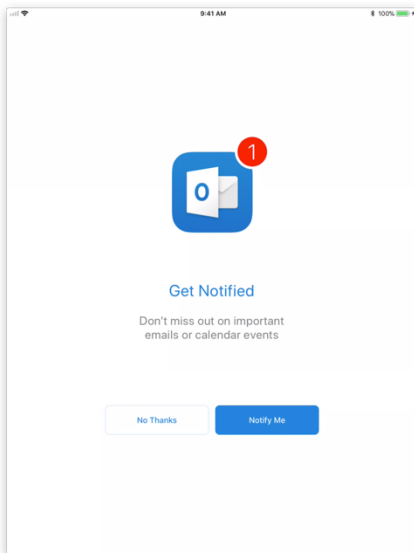
Getting Started

Click on Get Started



Get Notified

Choose whether you would like to get notified by clicking **No Thanks** or **Notify Me**. If you choose to be notified, click **Allow**

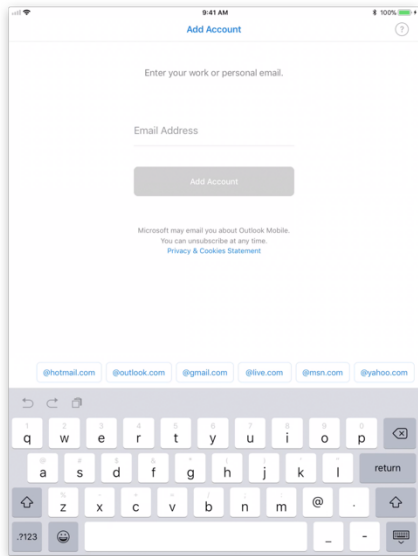


Add Account

Type in your email information

Email: Your AWC email address

(Employees: first.last@azwestern.edu ; Students: NetID@toro.azwestern.edu)



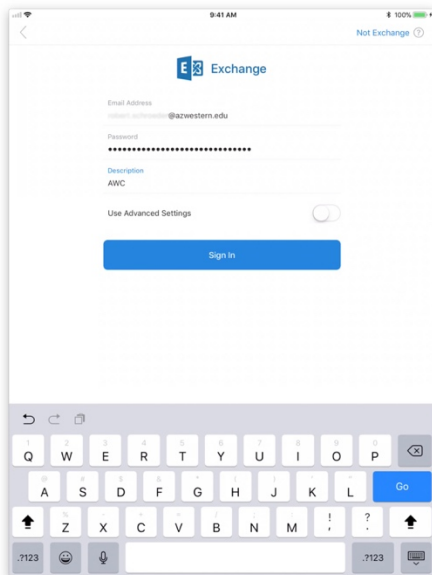
Exchange Information

Type in your email information

Password: Your email password

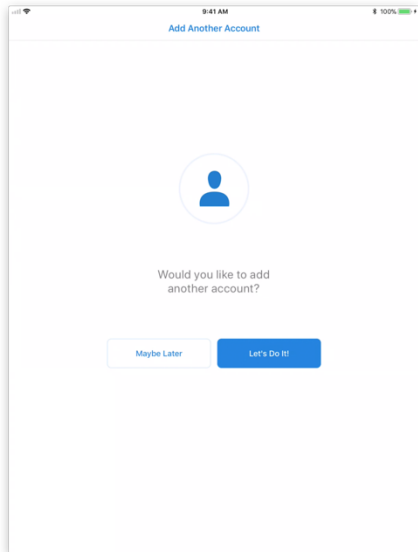
Description: Whatever you would like. For example, AWC

Click Sign In



Add Additional Accounts

Choose whether you would like to add additional accounts by clicking **Maybe Later** or **Let's Do It!**



Finish Setup

The next couple of screen will include more information on the Outlook app, you may skip these pages by clicking **Skip** in the bottom left-hand corner or advance through them by clicking the **Arrow** in the bottom right-hand corner

