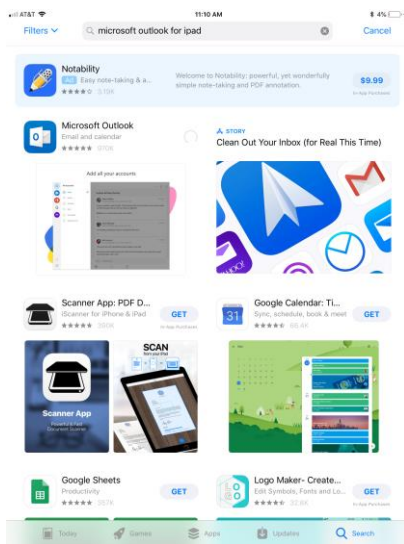


Setup District E-mail on iPhone/iPad Device

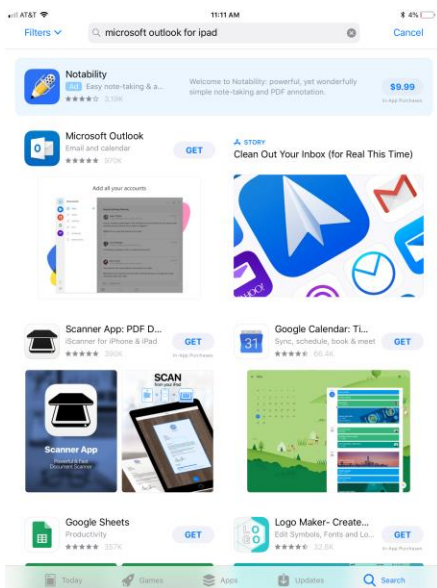


**** Before** you begin step one please make sure your **wifi** is **turned on and connected**.

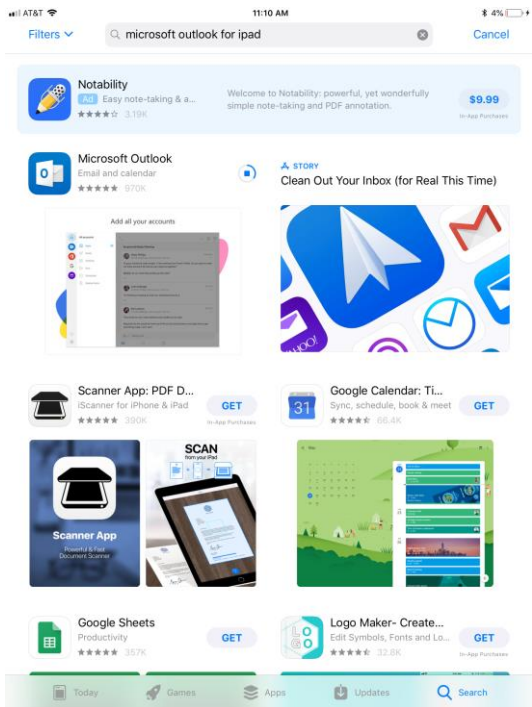
1. On your device, open the App Store and search for the Microsoft Outlook app.



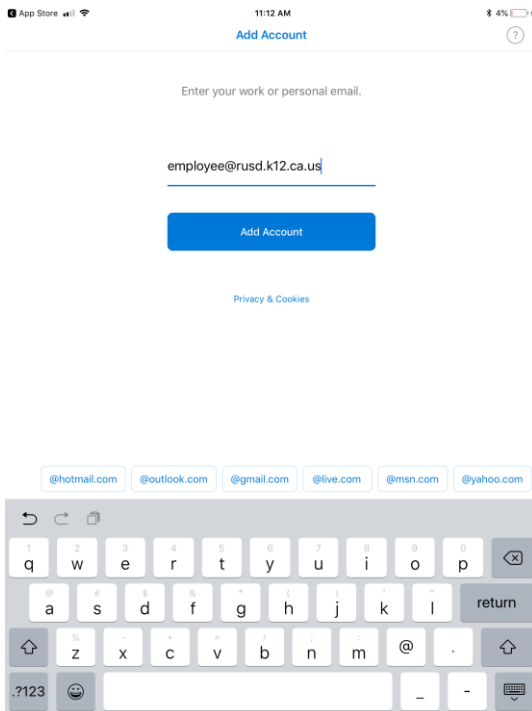
2. In the results, click the **GET** icon next to the Microsoft Outlook app.



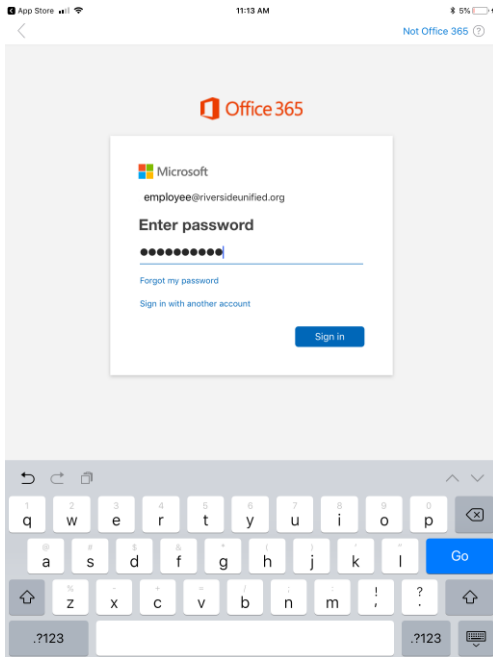
3. The app will install. Click **OPEN** if the app does not start automatically.



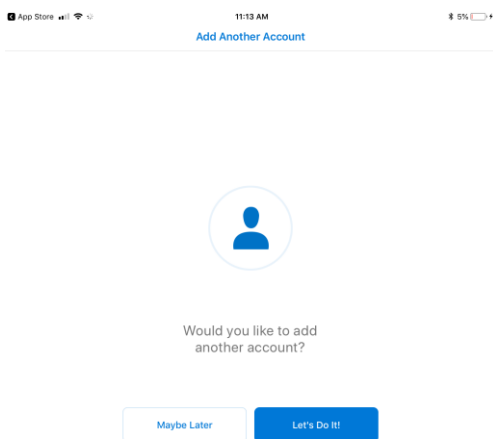
On the next screen, enter your full email address, then click **Add Account**.



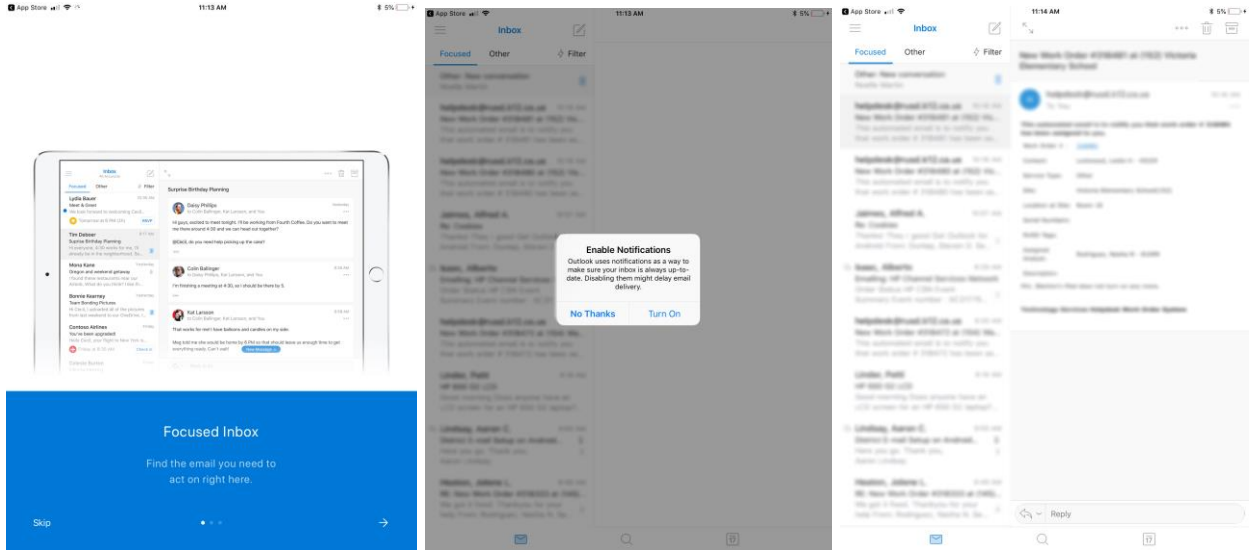
4. Enter your domain password. This is the password you use to access your district computer. Click **Sign in**.



5. You can choose to add another account. Click **Maybe Later** if you do not want to add another account.



6. Go through the information pages, or click **SKIP** to bypass the tutorial. Enable Notifications if you want. Your mailbox will populate with your messages.



7. The Microsoft Outlook app icon will be available.

