
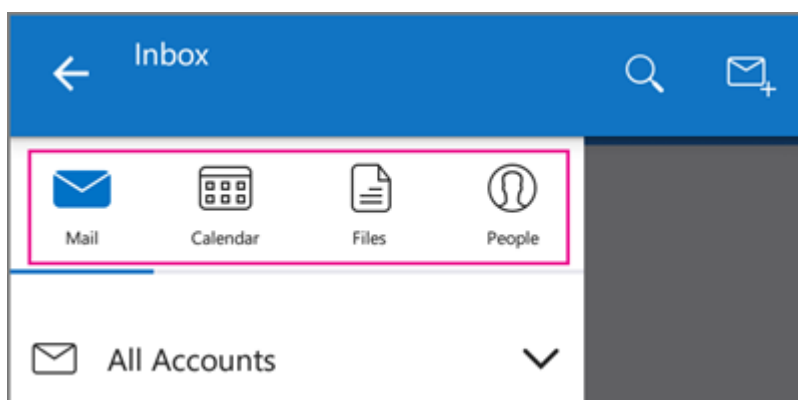


Outlook Android Setup

1. Download the [Outlook for Android app](#) from the Google Play store if you haven't installed it yet.

If you already have it installed, open it and then depending on your device, tap the navigation control at the bottom of your Android, or tap **More > Settings > Add Account**.

2. Tap **Exchange**
3. Enter your full email address, for example tony@district6.org, type your password, and then tap **Sign in**. Outlook for Android then starts syncing the account.
4. To view your calendar, files, or contacts from the app, tap **More** .



5. To learn more about using Outlook for Android, tap the navigation control at the bottom of your device, or tap **Menu > Help**. Or, see [Frequently asked questions about Outlook for iOS and Android](#).

You can have more than one account in Outlook for Android. [Select the type of account you want to add](#) and follow those steps.

Delete an account

1. Depending on your device, tap the navigation control at the bottom of your device, or tap **More > Settings**.
2. Tap the account you want to delete.
3. Select **Remove Account from Device and Remote**.