

Set up your email account using the Outlook for iOS app available from the Apple Store or the built-in iOS mail app.



Use Outlook for iOS



Use the built-in iOS mail app

NOTE Outlook for iOS requires iOS 8.0 or higher.



[View these steps in a video.](#)

Download the [Outlook for iOS](#) app from the Apple Store if you haven't installed it yet.

If you already have it installed, open it, then tap **Settings > Add Account**.

Tap **Office 365** if you have a work or school account in Office 365 for business.



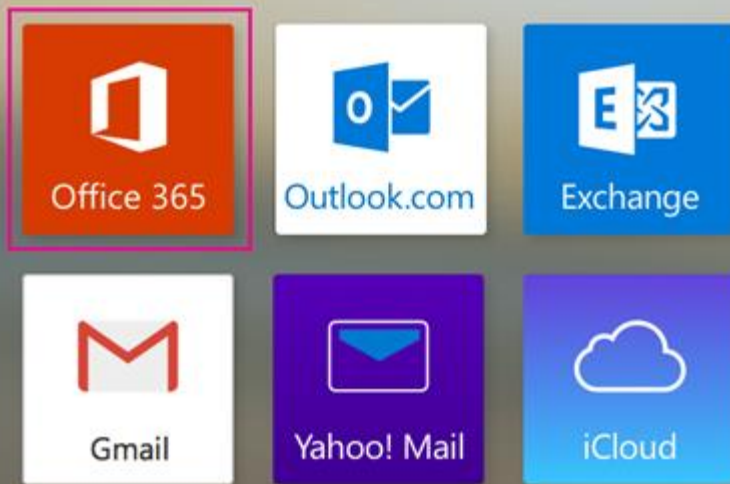
[View these steps in a video.](#)

Tap **Settings > Mail, Contacts, Calendars > Accounts > Add account > Email**.

In the **Add Account** page, tap **Exchange**.

Add an Account

Select an account below



Type your full email address, for example myname@ulm.edu or myname@warhawks.ulm.edu. Type your password, and then tap **Sign in**.

TIP If you get a time-out message, your password or other information might be incorrect. Retype the information, and then try again.

< Mail... Add Account

iCloud

Exchange

Google™

YAHOO!

Aol.

Outlook.com

Other



Use Outlook for iOS



Use the built-in iOS mail app

NOTE If you previously selected Exchange to set up your account you may receive a message about security upgrades and you'll need to re-sign in. Follow the prompts and sign in with your full email address and password.

Enter your full email address, for example myname@ulm.edu or myname@warhawks.ulm.edu. Type your password, and then tap **Next**.

Cancel	Exchange	Next
Email	tony@contoso.com	
Password	●●●●●●●●	
Description	Exchange	
Exchange Device ID		

By default, **Mail**, **Contacts**, and **Calendar** information are synchronized. Tap **Save**.



Office 365 ? x



Sign in with your work or school account

tony@contoso.com

••••••••

Sign in

Cancel

[Can't access your account?](#)



Your work or school account can be used anywhere you see this symbol. © 2015 Microsoft [Terms of use](#)
[Privacy & Cookies](#)

If you're prompted to create a passcode, tap **Continue** and type a numeric passcode. If you're prompted and don't set up a passcode, you can't view this account on your device. You can also set up a passcode later in your settings.

Not working? Make sure you entered your email and password correctly and try again. You can also try setting the account up manually following the steps in the section [Set up IMAP or POP email accounts](#), but selecting this method will only add your email, not your calendar or contacts.



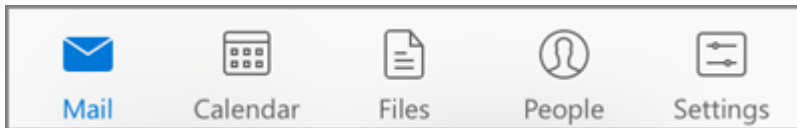
Use Outlook for iOS



Use the built-in iOS mail app

Select **Yes** to let the app access your info. Outlook for iOS begins syncing.

Tap one of the icons to view your calendar, files, or contacts in the app.



Add another account

You can have more than one email account in Outlook for iOS.

Tap **Settings** > **+ Add Account**.

Go back to the top of this page and [select the type of account you want to add](#).

Delete an account

Tap **Settings**.

Tap the account you want to delete.

Select **Remove Account**, and then select **From Device** or **From Device & Remote Data**.