



SETTING UP OUTLOOK FOR ANDROID

1



In the Google Play Store, search for “Outlook”. Tap “Install”.

2



Outlook

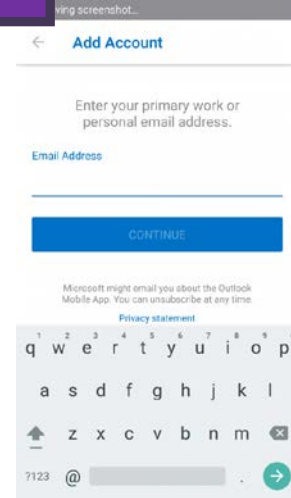
A better way to manage your email

GET STARTED

View our Privacy Policy

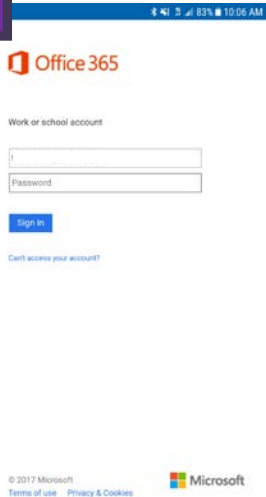
Once installed, tap on the app icon. Then, tap “Get Started”.

3



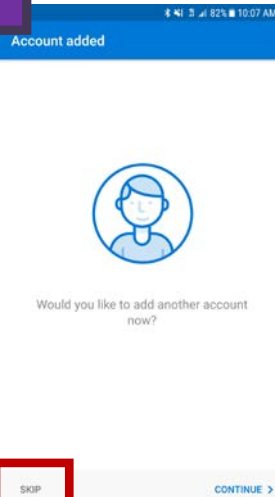
For **Students**, enter your StarID@go.minnstate.edu and for **Employees**, your StarID@minnstate.edu. Then, tap “Continue”.

4



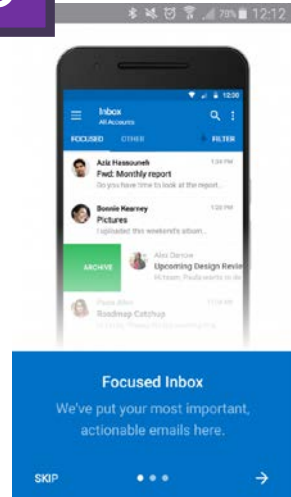
For **Students**, enter your StarID@go.minnstate.edu and For **Employees** your StarID@minnstate.edu. Then, tap “Sign In”.

5



Tap “Skip”.

6



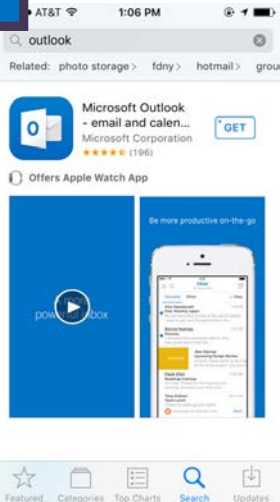
Review the highlighted features, or tap “Skip”. **You have now successfully set up Outlook!**



SETTING UP OUTLOOK FOR IPHONE



1



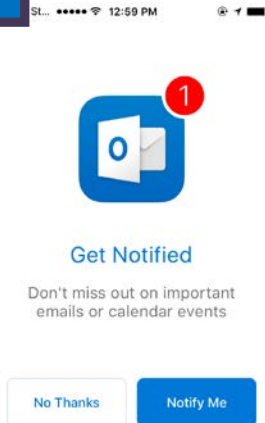
In the App Store, search for "Outlook". Tap "Get" to install.

2



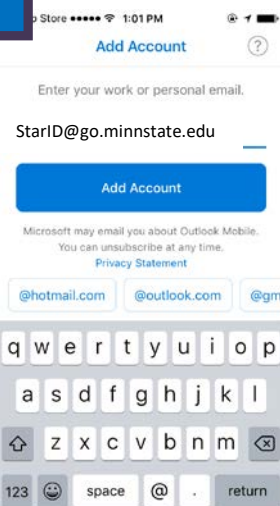
Once installed, tap on the app icon to open. Then, tap "Get Started".

3



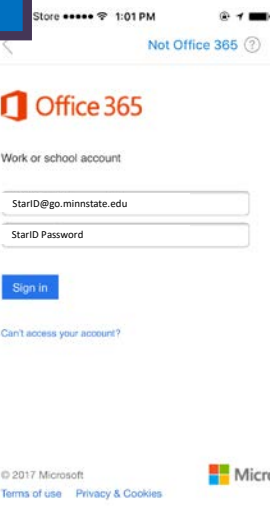
Tap "Notify Me" to be notified when you get a new email. Then, tap "Allow" in the pop up window.

4



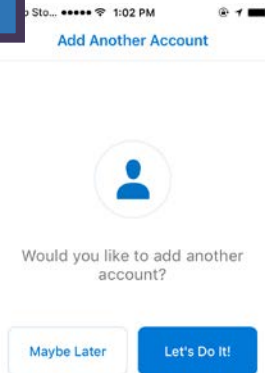
The email you will enter is StarID@go.minnstate.edu. Tap "Add Account".

5



To sign in, enter StarID@go.minnstate.edu and StarID password. Tap "Sign In".

6



Tap "Maybe Later". Then, tap through the on-screen tutorial. You're done!