Knowledge Base

Add Office 365 Account to Outlook for Android

Purpose & Overview:

This document will outline the process of adding an Office 365 account to Outlook for Android.

Support Info

Install Outlook on Your Android Device

1. If you haven't installed the app yet, download the [Outlook for Android app](#) from the Google Play store and click "Install".

Add Office 365 Account to Outlook

1. Press on the Outlook icon.
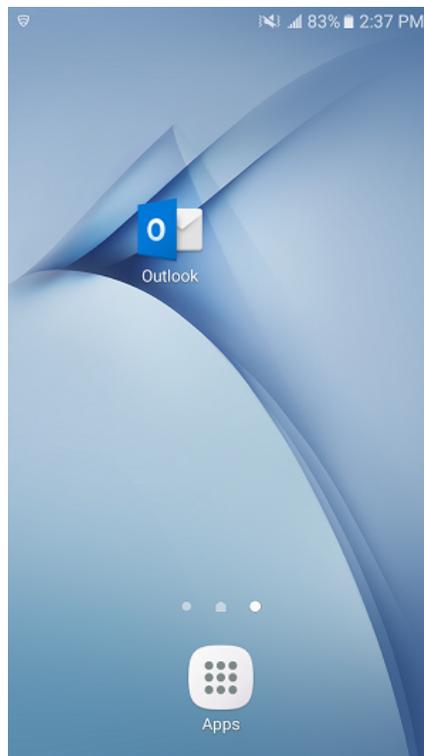
2. Press on "Get Started."
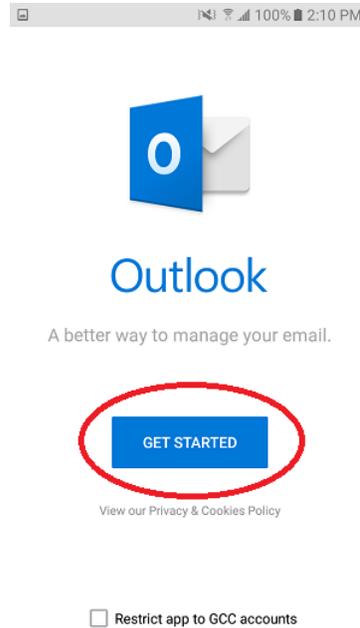
3. Enter your email address and press "Continue".
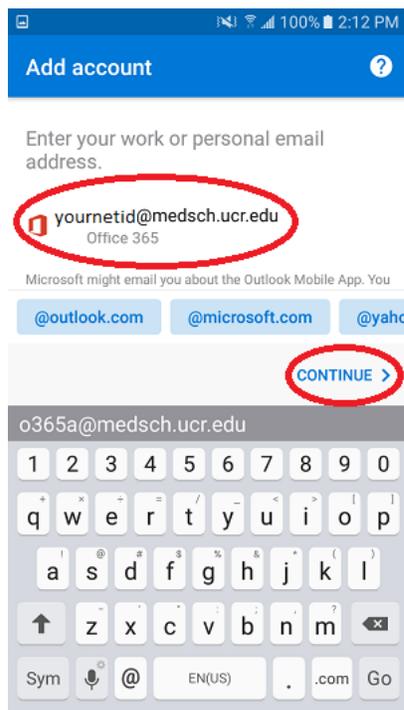
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4. Enter your password and press "Sign in".
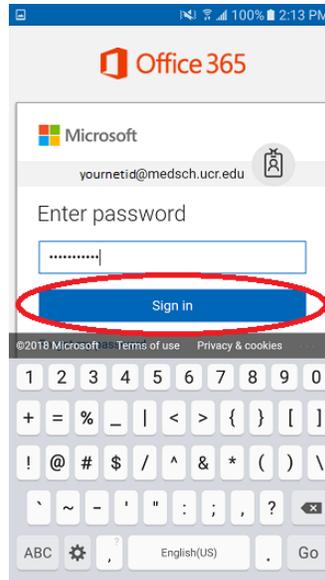
5. Press "Skip" unless you are adding another account.
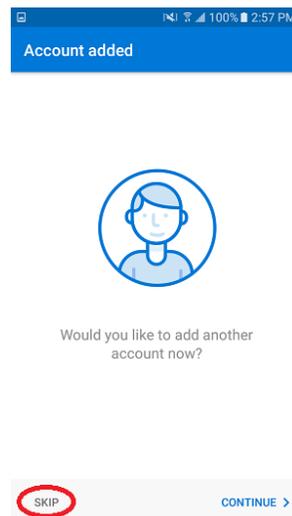
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6. Press "Skip" or press the arrow on the information screens about Focused Inbox.
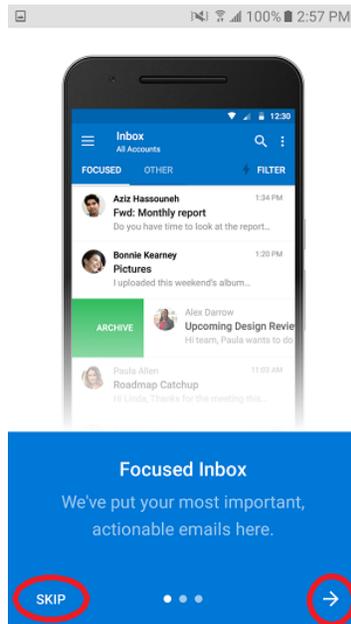
7. Your account is now configured.