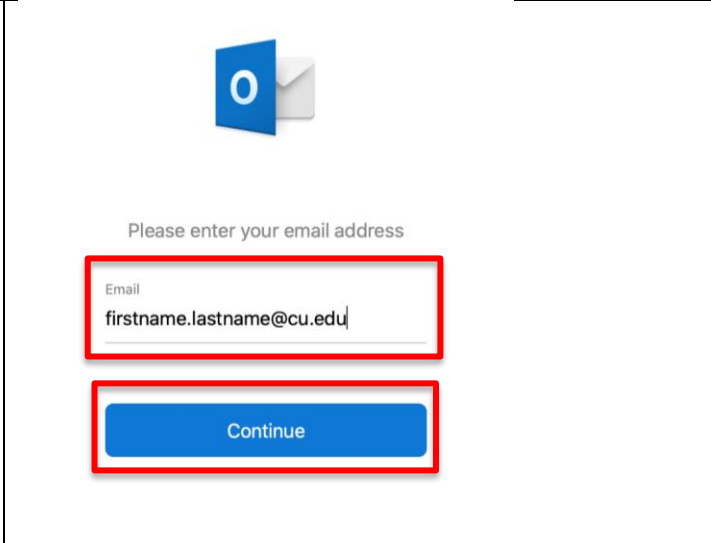
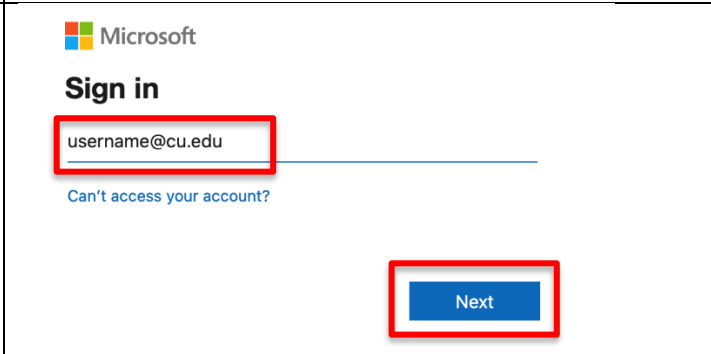


How to Configure Microsoft Office 365 Outlook on Mac iOS

PURPOSE:

- Configure Microsoft Office 365 Outlook for a Mac iOS

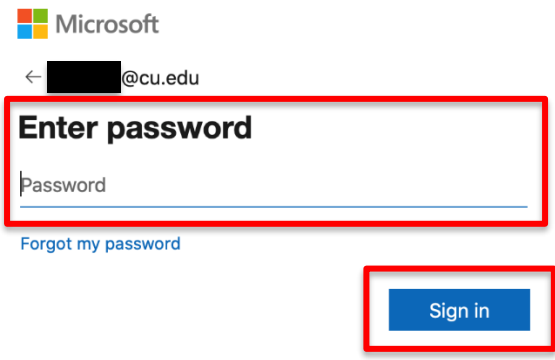
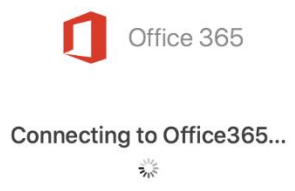
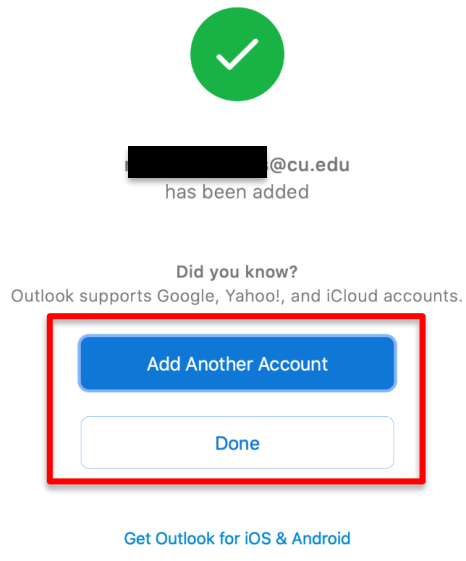
HOW TO CONFIGURE MICROSOFT OFFICE 365 ON MAC IOS:

<p>Open Outlook, and you will see this screen. Enter your CU email address, then click Continue.</p>	 A screenshot of the Outlook sign-in screen. At the top is the Outlook logo. Below it is the text "Please enter your email address". There is an input field labeled "Email" containing the text "firstname.lastname@cu.edu". Below the input field is a blue button labeled "Continue". Both the input field and the button are highlighted with a red border.
<p>Enter your CU username followed by @cu.edu then click Next.</p>	 A screenshot of the Microsoft sign-in screen. At the top is the Microsoft logo. Below it is the text "Sign in". There is an input field containing the text "username@cu.edu". Below the input field is a blue button labeled "Next". Both the input field and the button are highlighted with a red border.



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<p>Enter your password, then click Sign In.</p>	 <p>The screenshot shows the Microsoft sign-in interface. At the top is the Microsoft logo. Below it is a back arrow and a partially redacted email address ending in '@cu.edu'. A red box highlights the 'Enter password' label and the password input field. Below the input field is a link for 'Forgot my password'. A red box also highlights the 'Sign in' button.</p>
<p>You will see this screen while it loads.</p>	 <p>The screenshot shows the Office 365 connection screen. It features the Office 365 logo at the top, followed by the text 'Connecting to Office365...' and a loading spinner icon.</p>
<p>Once you see this screen, you've finished! If you need to add another account, Click Add Another Account. Otherwise, click Done.</p>	 <p>The screenshot shows the confirmation screen after an account has been added. It features a green checkmark icon at the top. Below it is a partially redacted email address ending in '@cu.edu' followed by the text 'has been added'. Below this is a section titled 'Did you know?' with the text 'Outlook supports Google, Yahoo!, and iCloud accounts.' A red box highlights two buttons: 'Add Another Account' (a blue button) and 'Done' (a white button with a blue border). At the bottom is a link for 'Get Outlook for iOS & Android'.</p>

