



## Set up Exchange-based email accounts

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

 <p>Use Outlook for iOS</p>	 <p>Use the built-in iOS mail app</p>
<p>NOTE Outlook for iOS requires iOS 8.0 or higher. App availability varies by country so <a href="#">find out what's available in your country</a>. If the app is incompatible with your device, try adding your mail account using the built-in mail app that comes with your device.</p> <ol style="list-style-type: none"><li>1. Download the <a href="#">Outlook for iOS</a> app from the Apple Store if you haven't installed it yet.</li></ol> <p>If you already have it installed, open it, then tap <b>Settings</b> &gt; <b>Add Account</b>.</p> <ol style="list-style-type: none"><li>2. Tap <b>Exchange</b> if you're using an Exchange-based mail account.</li></ol>	<ol style="list-style-type: none"><li>1. Tap <b>Settings</b> &gt; <b>Mail, Contacts, Calendars</b> &gt; <b>Accounts</b> &gt; <b>Add account</b> &gt; <b>Email</b>.</li><li>2. In the <b>Add Account</b> page, tap <b>Exchange</b>.</li></ol>



Use Outlook for iOS



Use the built-in iOS mail app

Add an Account  
Select an account below



3. Type your full email address, for example **username@bellmore-merrick.k12.ny.us**, type your password, and then tap **Sign in**. Outlook for iOS begins syncing.

**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



