

Set up email in Outlook for Android appⁱ



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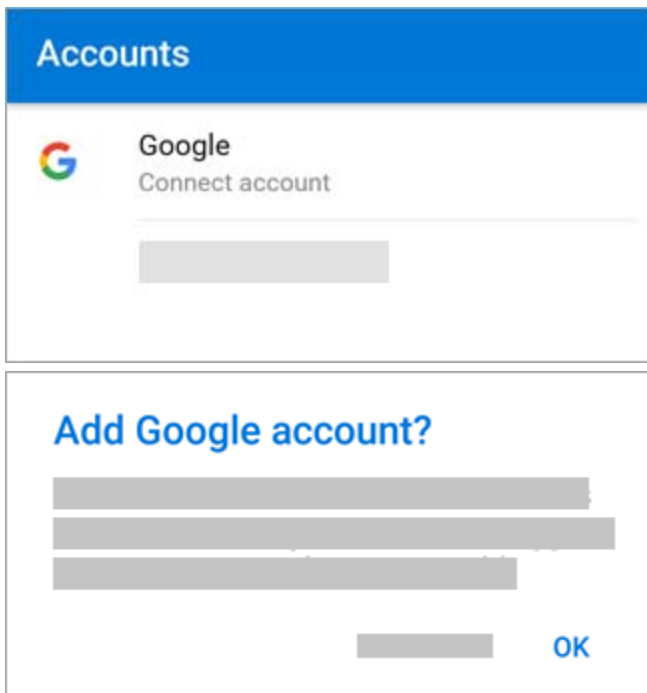
Set up Outlook for Android for the first time

1. Install the **Outlook for Android** app from the [Google Play Store](#) and then open it.

Tap **Get Started** if this is your first time.

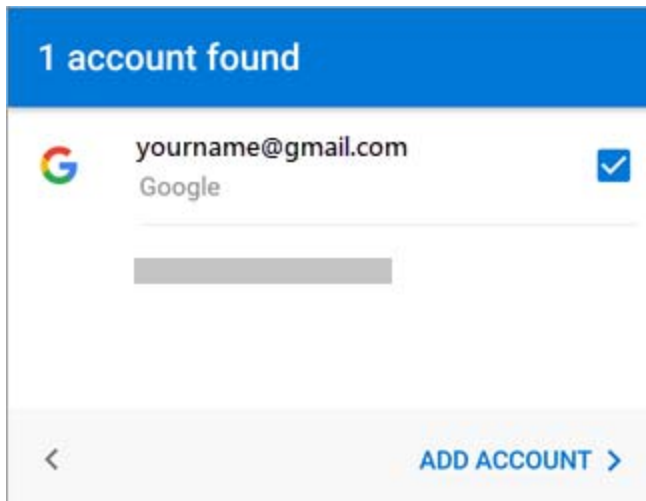
Otherwise, to add another email account, open the **Menu**  > **Settings**  > **Add Account** > **Add Email Account**. Then skip to step 4 under [Set up another email account](#) below.

2. Outlook may detect your Google accounts. To add them to Outlook for Android, tap **Google Connect Account** and then tap **OK** to confirm. Tap **Allow** to give Outlook access to your Contacts.

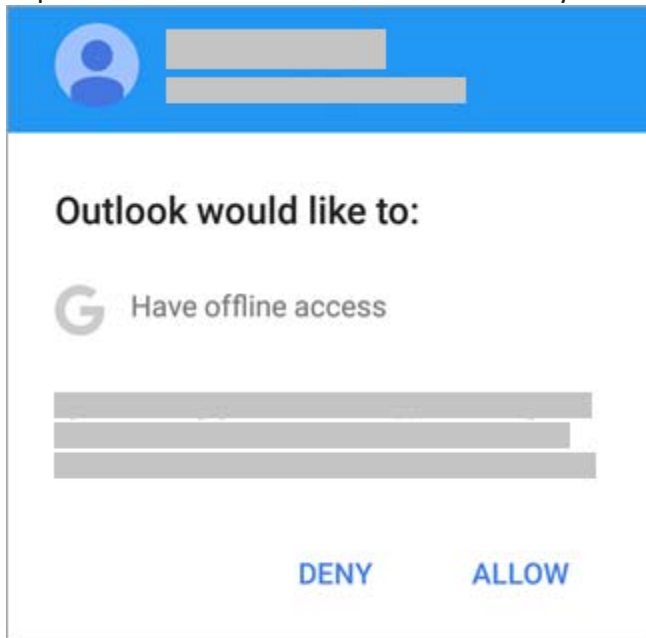


If you don't want to add these accounts, tap **Skip** and then go to step 4 under [Set up another email account](#) below.

3. Select the accounts you'd like to add and tap **Add Account**. You may be asked to sign in.



Tap **Allow** to confirm offline access and any other prompts.



To add another email account, tap **Continue** and go to Step 4, otherwise tap **Skip**.
Set up another email account

Set up another email account

4. Enter your full email address, then tap **Continue**.

9:07 99% 4G LTE

Add account

Enter your work or personal email address.

yourusername@tncc.edu

GOOGLE ACCOUNTS

[PRIVACY AND TERMS](#)

[@live.com](#) [@wipro.com](#) [@msn.com](#)

[×](#) [CONTINUE >](#)

5. Enter your email account password and tap **Sign In** or **Next**.

9:08 99% 4G LTE

THOMAS NELSON
The Peninsula's Community College

[←](#) userj@tncc.edu

Enter password

.....

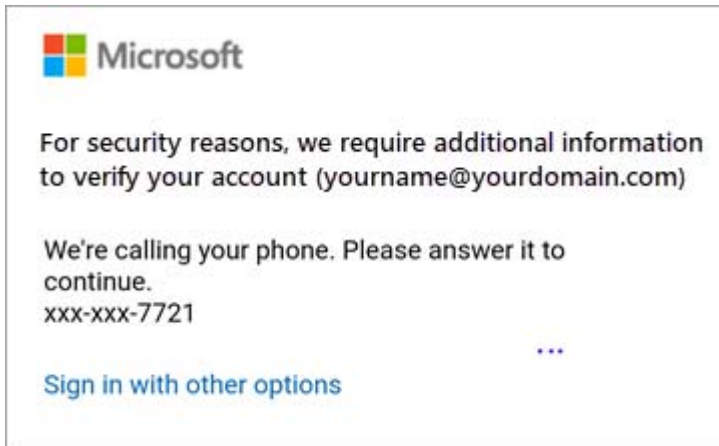
[Forgot my password](#)

[Sign in with another account](#)

[Sign in](#)

[Terms of use](#) [Privacy & cookies](#) ...

6. If multi-factor authentication is enabled for your account, verify your identity. For more information, see [Security info overview](#).



Additional Reading

After you set up email in Outlook for Android or Outlook for iOS, you can customize the mobile app to stay connected the way you want. Click on the link below for handy tips to learn how to optimize Outlook for your mobile device.

[Optimize the Outlook mobile app for your iOS or Android phone](#)

ⁱ Original instructions are from <https://support.office.com/en-us/article/set-up-email-in-the-outlook-for-android-app-886db551-8dfa-4fd5-b835-f8e532091872>. They have been adapted for TNCC use.