

# Office 365 Android setup

200 Keira Tait Fri, Apr 6, 2018 [Office 365](#) 2659

In order to setup your Android device for office 365, follow the steps below.

You will need to download Outlook from the Play Store, as most Android devices cannot do Exchange email with their inbuilt apps. Because of this we suggest downloading outlook as it is free.

Open your Play store app on your phone, and type in outlook



Google Play outlook

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# Microsoft Outlook

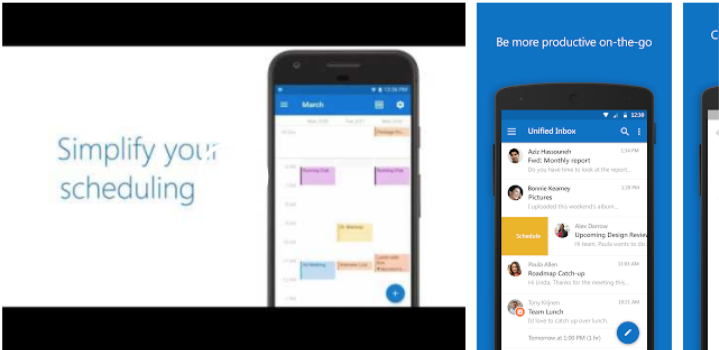
Microsoft Corporation Productivity

★★★★☆ 2,800,871

PEGI 3

This app is compatible with all of your devices.

Installed



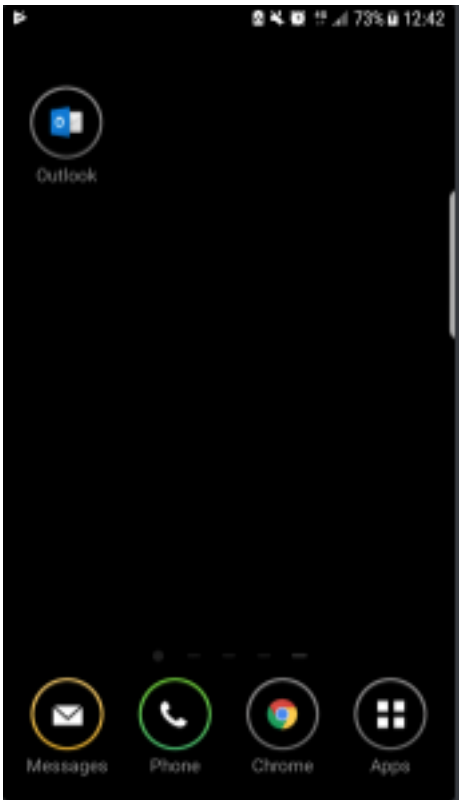
Simplify your scheduling

Be more productive on-the-go

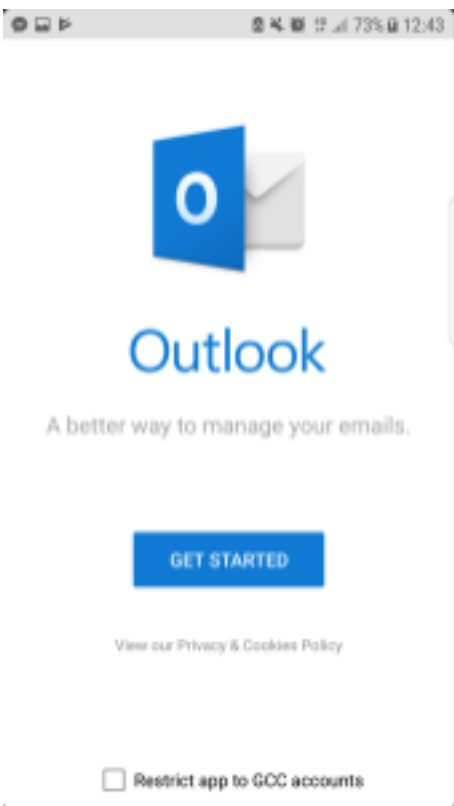
Meet Outlook for Android, the app that helps millions of users connect all their email accounts, calendars and files in one convenient spot. Newly redesigned, Outlook for Android lets you do more from one powerful inbox.

See what matters most first with the Focused inbox that keeps the important messages on top. Switch between your email and calendar to schedule your next meeting or share your availability.

Select the install option, once this is on your phone open the app from your phones home screen such as below



Press the app, and select get started



type in your full email address in the box like below

Add account

Enter your work or personal email address.

yourname@yourdomain.com

Microsoft might email you about the Outlook Mobile App. You can unsubscribe at any time. View our Privacy Policy.

@live.com @msn.com @hotmail.com @o

CONTINUE >

Then type in your password we have previously given you as below

Microsoft

yourname@yourdomain.com

Enter password

Password

Back Sign in

Online URL: <https://kb2.ic.uk/article.php?id=200>