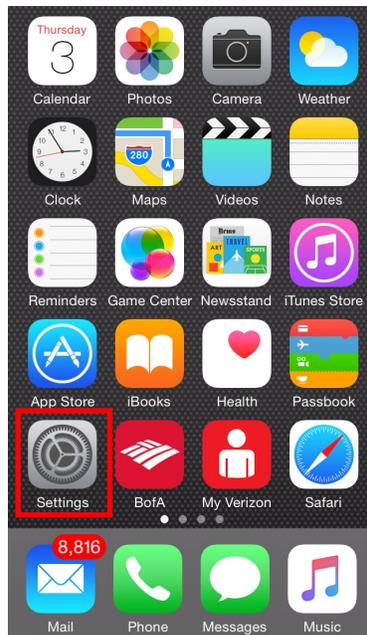
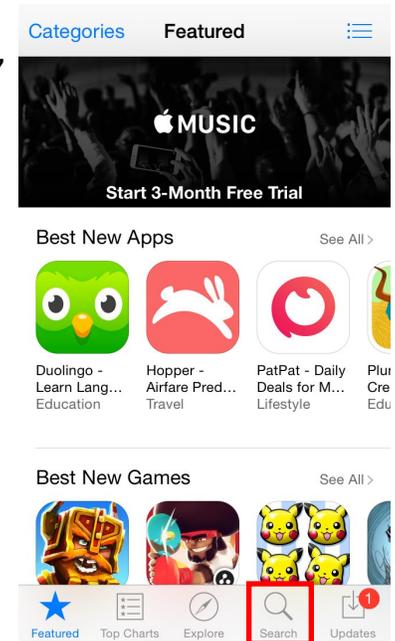


1. On your Apple mobile device (phone or tablet), locate your **App Store**.



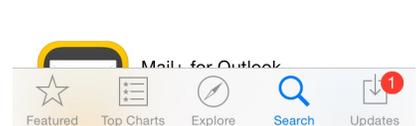
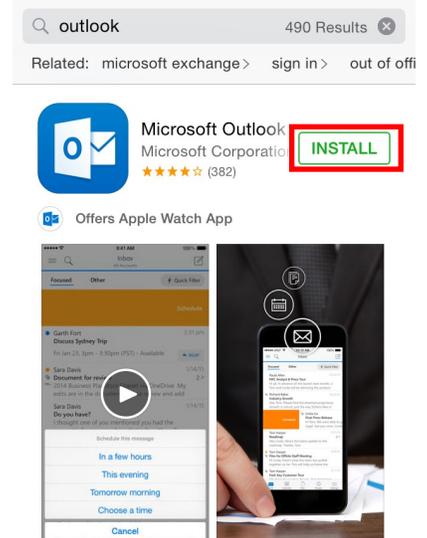
2. In the **App Store**, locate the search icon.



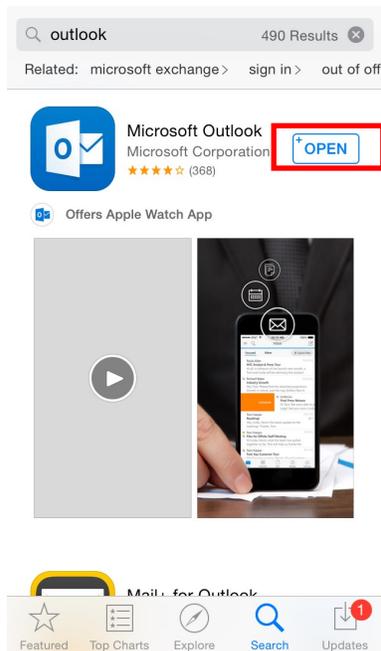
3. In the search bar, look for 'outlook'. The first option should be the **Microsoft Outlook App**. Click the **Get** icon.



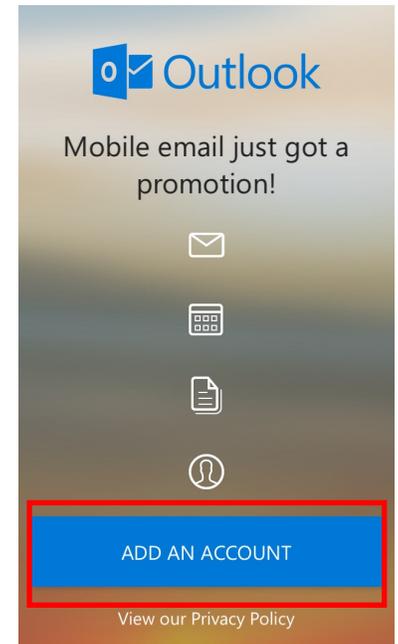
4. After successfully inputting your Apple ID, the **Get** icon will change to **Install**. Click the **Install** icon.



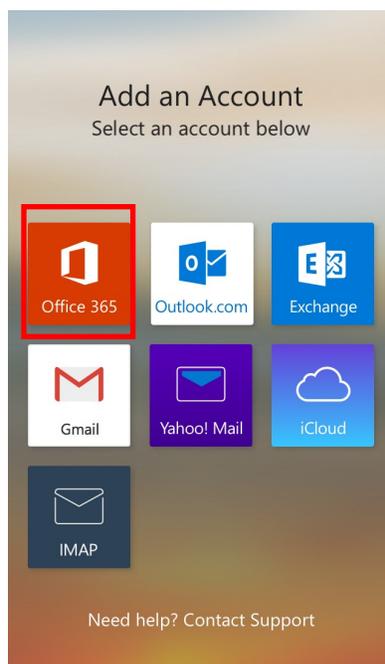
5. When the app has been installed, select **Open** in the **App Store** or locate it in your apps.



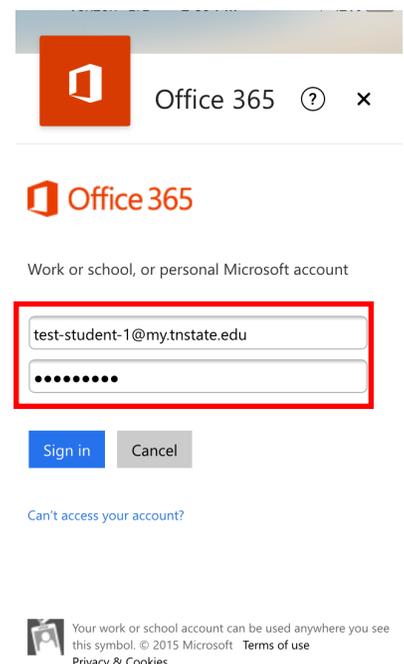
6. Once located, open **Microsoft Outlook**. It will bring you to the following screen. Select **Add An Account**.



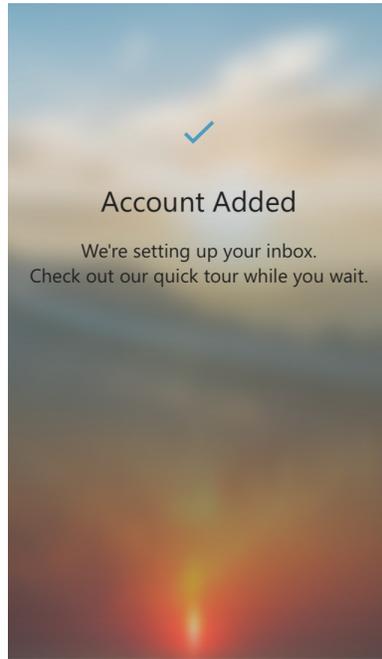
7. For student email, select **Office 365**.



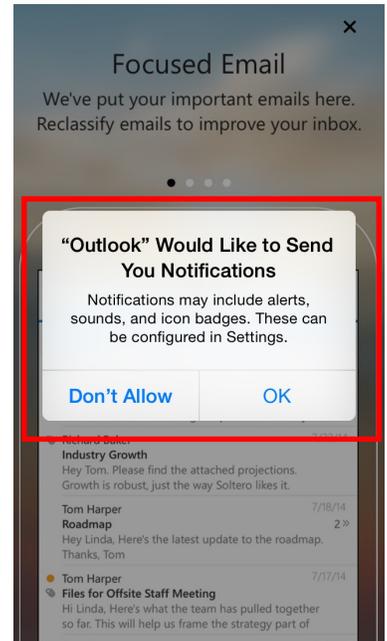
8. You will be brought to the following log in screen. Enter your **complete student email address** and your computer & TSU Elearn password.



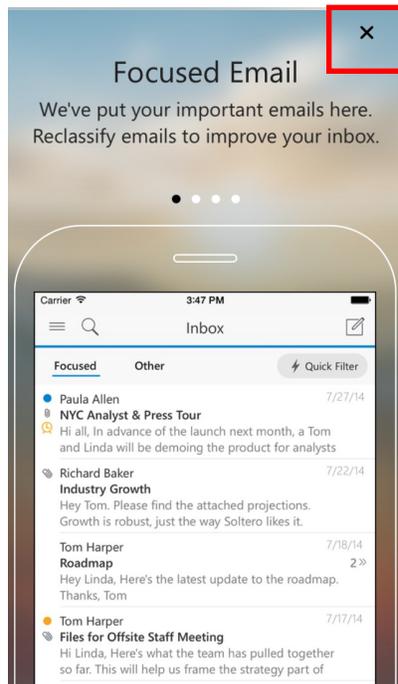
9. If entered correctly, you will be brought to a loading screen.



10. You will be told about features of the application. You will also be asked about notifications; select an option.



11. To leave the quick tour, select the 'x' located in the upper right-hand corner.



12. Now you have access to your student email through the **Microsoft Outlook App**.

