

Outlook App for Android

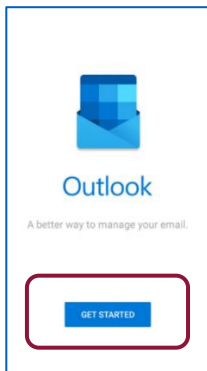
Install the Outlook App to access work emails from an android device.

Quick Reference Guide

Install Outlook App for Android

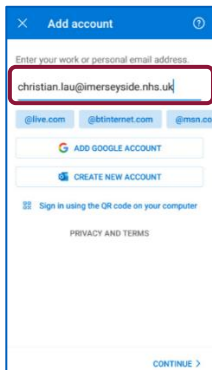
Open the mobile device [Play Store](#) → search for the [Outlook App](#)

Once loaded



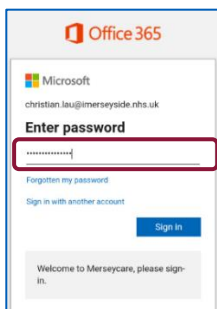
Click [Get Started](#)

- Enter [work email address](#)



Click [Continue](#)

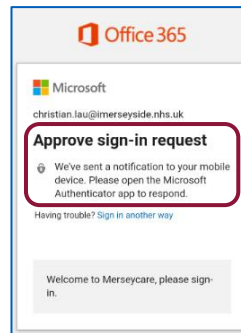
- Enter [Windows Password](#)



Click [Sign In](#)

Device Approval

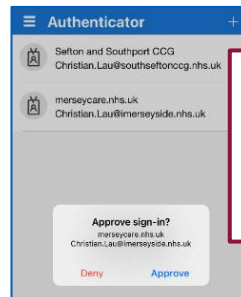
If users have the [Microsoft Authenticator App](#) (MFA), open the prompt to approve



A notification will be sent to the [mobile device](#)

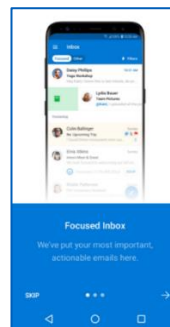
- Open [Microsoft Authenticator](#) app to respond

From the [Authenticator](#).



Click [Approve](#). In some cases a [six digit code](#) will be required

The view for [Outlook](#) will appear



To book training or speak to a trainer, please get in touch via:
training@imerseyside.nhs.uk