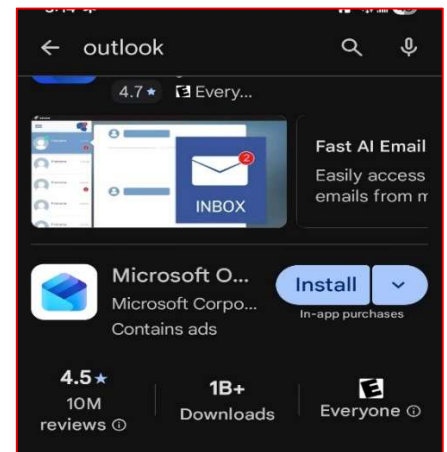
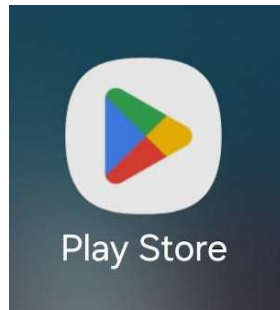


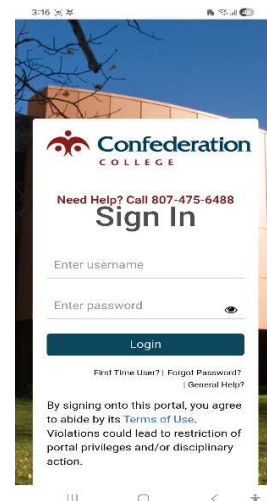
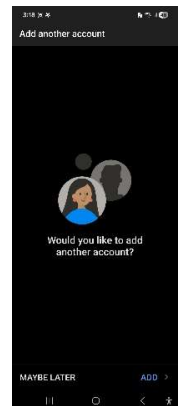
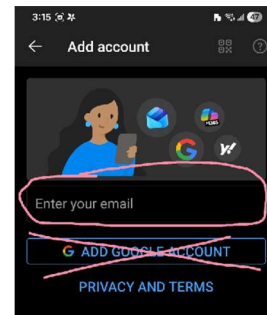
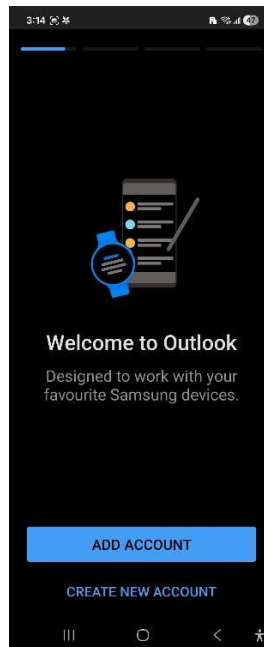
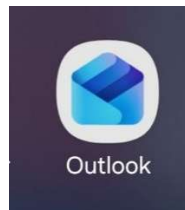
Step 1: Install Microsoft Outlook

1. Open the **Google Play Store** on your Android phone.
2. In the search bar, type **Microsoft Outlook**.
3. Tap **Install**.
4. Once installed, tap **Open**.



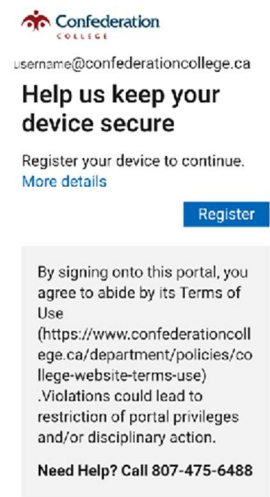
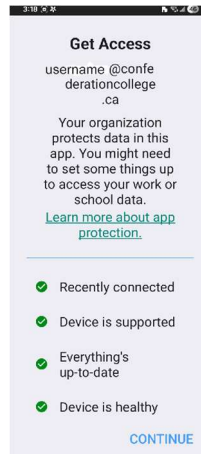
Step 2: Sign in to Microsoft Outlook

1. Open **Microsoft Outlook**.
2. Tap **Add Account** (or **Get Started**).
3. Enter your **college email address**.
4. Do NOT select **GOOGLE**
5. Tap **Continue**.
6. Enter your college username and password to authenticate when prompted
7. Once complete choose **"MAYBE LATER"** when asked to add another account



Step 3: Microsoft In-Tune

1. Confederation College requires Microsoft In-Tune to remotely manage email accounts
2. Agree to install In-Tune by clicking CONTINUE
3. Login again to portal
4. Click Register



Outlook will now sync your:

- Email
- Calendar
- Contacts