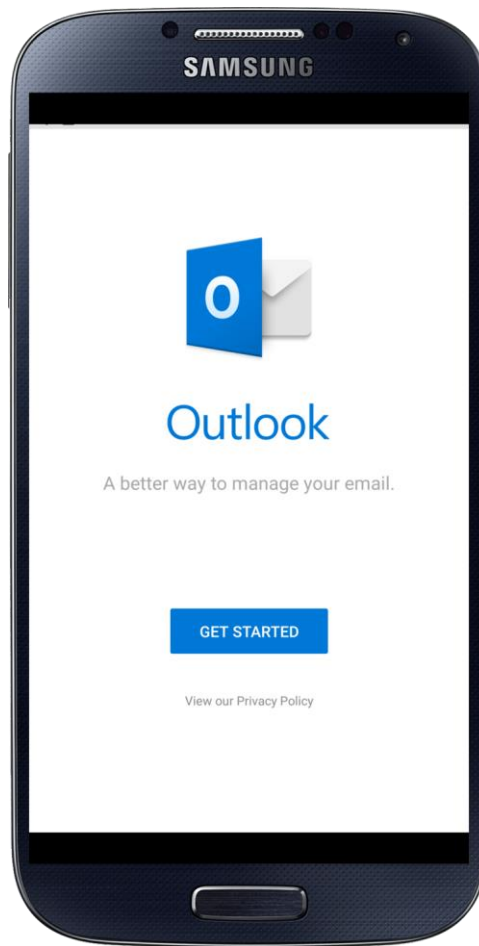


# Android – Student Email

## OUTLOOK APPLICATION

1. Download “**Microsoft Outlook**” from the Google Play Store and open the app once it is installed.



2. Press “**Get Started**”
3. Enter your full email address (including @**forum.montevallo.edu**) and press “**Add Account**”
4. Type your password
5. Press “**Sign In**”

If you have any issues or need assistance, please call the Solution Center at (205) 665-6512.

## ANDROID DEFAULT MAIL APPLICATION

Different models of Android based phones will have varying default email apps, if your application supports Exchange or Outlook (you see the option while trying to add an account through the default settings) you may be able to add the account by using the settings below:

- Server – **outlook.office365.com**
- If the application asks for ports leave them default

\*\*\*The “Microsoft Outlook” app is the easiest to configure.

If you have any issues or need assistance, please call the Solution Center at (205) 665-6512.

