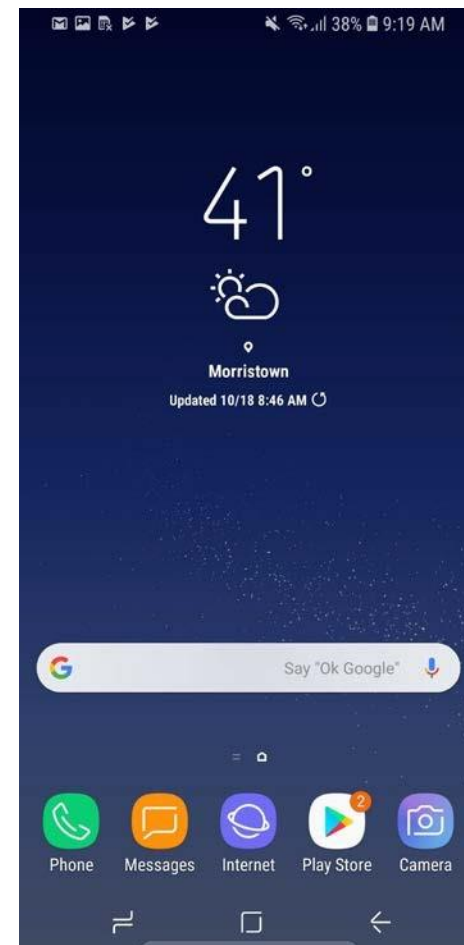


# AHS Outlook Mobile App Installation Guide for Android



# Outlook Mobile App Download

- Select the Play Store Icon



# Outlook Mobile App Download

- Search for “Microsoft Outlook”
- Select the “Install” Icon



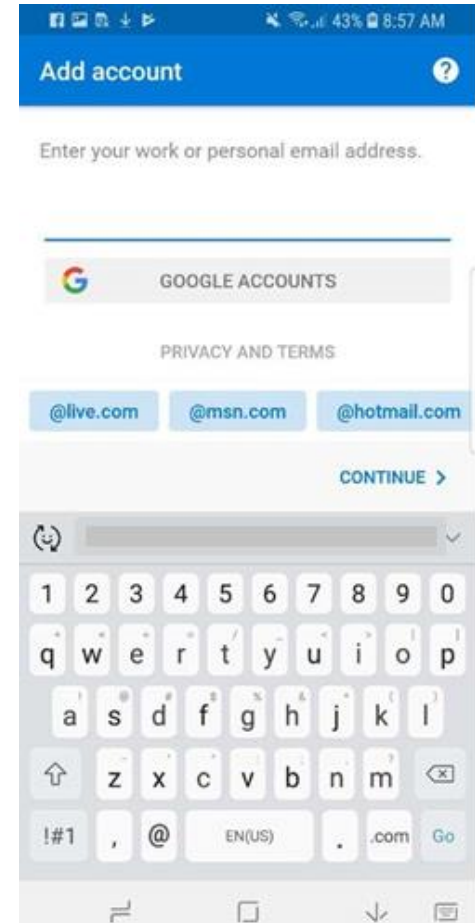
# Outlook Mobile App Download

- Launch the Outlook App
- Select the “Get Started” button



# Outlook Mobile App Account Setup

- Enter your full AHS email address
- Select the “Continue” button.



# Outlook Mobile App Account Setup

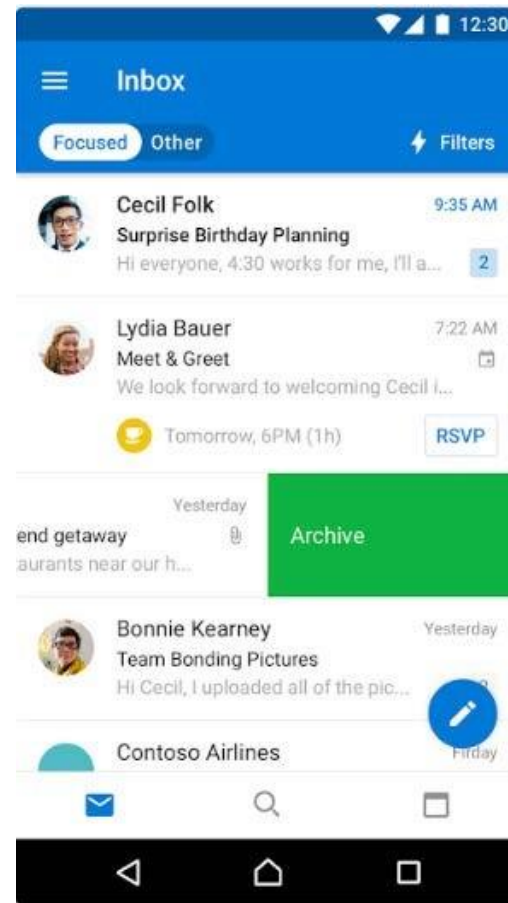
- Enter your AHS network password
- Select the “Sign in” button

The screenshot shows the Outlook Mobile App account setup interface. At the top, there is a blue status bar with various icons and the time 8:57 AM. Below this, the text "Atlantic Health System" is displayed. Underneath, the instruction "Sign in with your organizational account" is shown. There are two input fields: the top one is empty, and the bottom one is labeled "Password". A blue "Sign in" button is located below the password field. At the bottom of the screen, there is a copyright notice "© 2013 Microsoft" and a navigation bar with several icons.



# Outlook Mobile App Account Setup

- You have completed the Outlook Mobile Setup



# Syncing Outlook Contacts to mobile Device

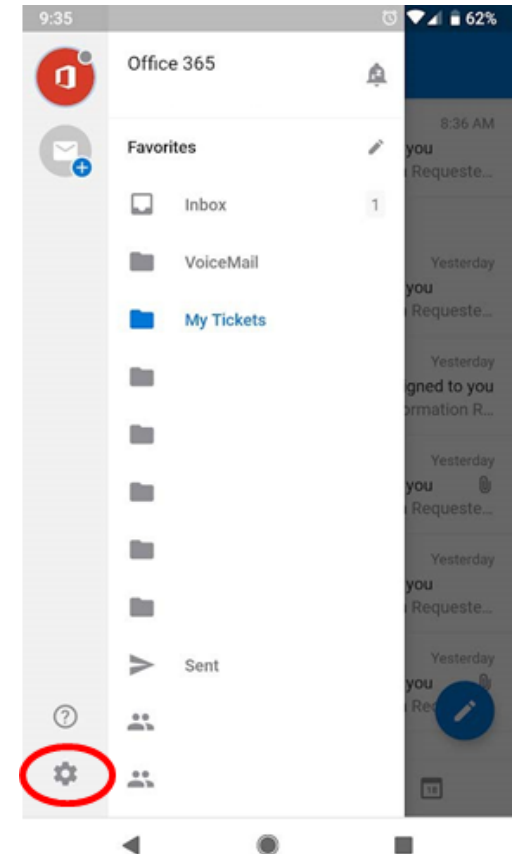
- Outlook allows you to sync your contacts with the default Contacts app on iPhone and Android. This allows you to easily see the name of a contact when you receive a call or text message from them, and view all of their contact information directly in the default Contacts app.





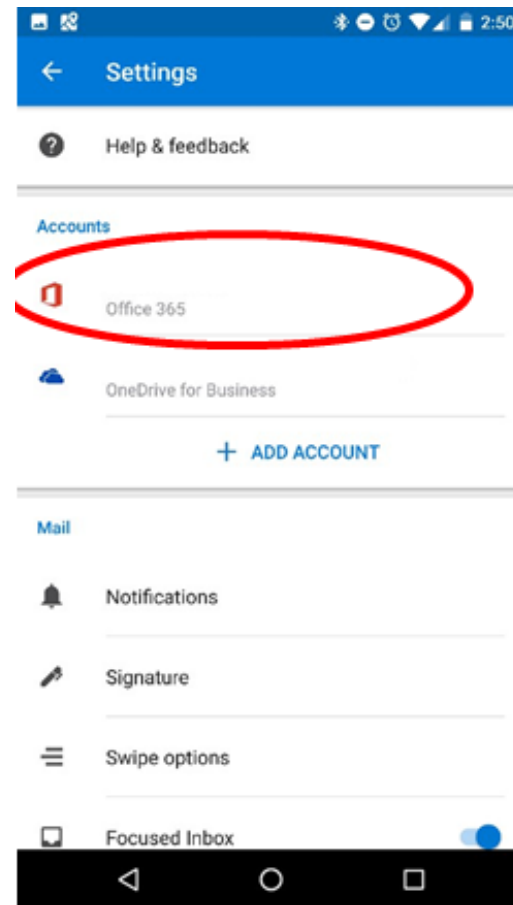
# Syncing Outlook Contacts to mobile Device

- Within the Outlook Mobile App choose the settings by expanding the menu on the left side of the screen and pressing the gear icon on the lower left



# Syncing Outlook Contacts to Mobile Device

- Under Accounts choose your Office 365 account



# Syncing Outlook Contacts to mobile Device

- Then turn on the “Sync Contacts” feature

