

Set up a Microsoft 365 or Outlook.com email in the iOS Mail app

Step 1

Image of a grey line

Go to your iPhone or iPad's **Settings** > scroll down and tap **Accounts & Passwords** > **Add Account**.

Note: If you're on iOS 10, go to **Mail** > **Accounts** > **Add Account**.

Device Settings > Accounts & Passwords

Tap "Add Account"

Step 2

Image of a grey line

Select **Exchange**.

Choose Exchange

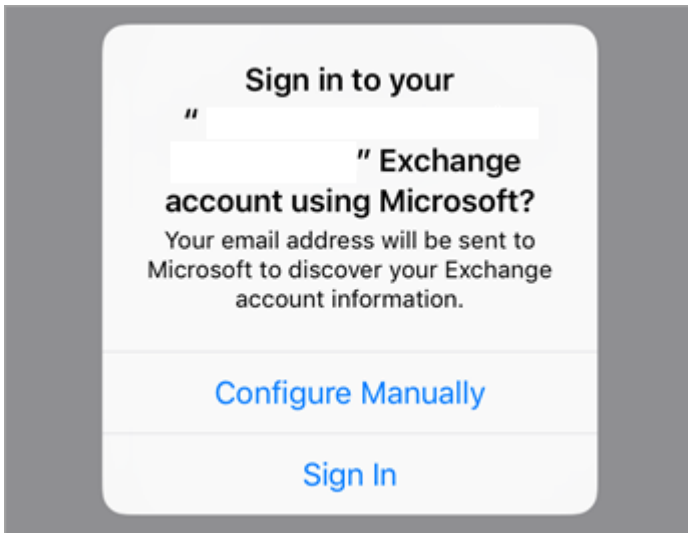
Step 3

Image of a grey line

Enter your email into the email box. Tap **Next**.

Cancel	Exchange	Next
Email		
Description		

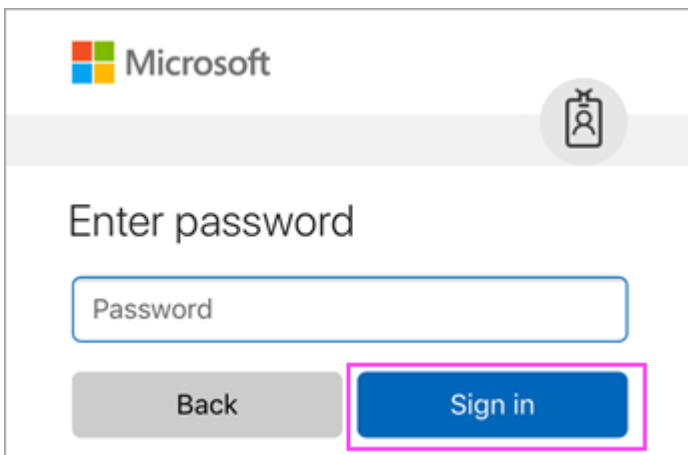
Tap **Sign In**.



Step 4

Image of a grey line

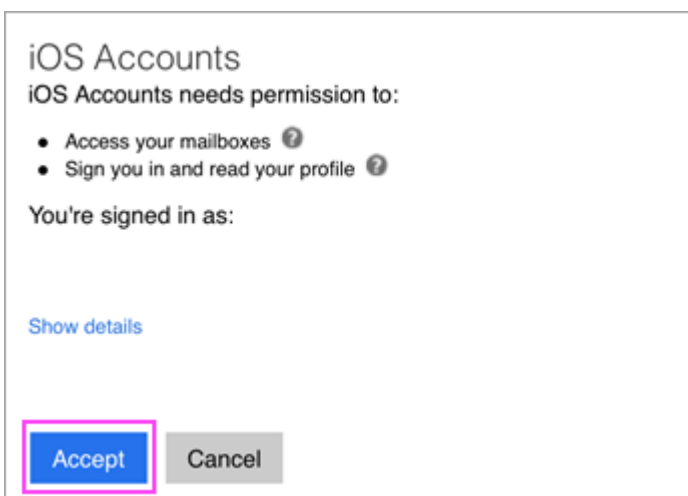
Enter the password associated with your email account. Tap **Sign in** or **Next**.



Step 5

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The Mail app may request certain permissions. Tap **Accept**.



Step 6

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Choose the services you want to sync with your iOS device and tap **Save**. You're done!

Account sync settings

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